



Employee Commute Survey Example

The following sample employee commute survey can be used to create a baseline for current employee commute behavior to put into your Clean Air Partners emissions baseline from which you can reduce emissions from with future programs and incentives to be implemented.

Feel free to modify the survey to best fit your type of employees and business. The survey includes the following information to create your baseline data, as well as employee commute information on what commute areas might be best to look into for your future commute solutions programs to be implemented.

- Employee worksite location
- Employee home zip code
- Employee commute time (both to & from work)
- Employee commute distance (both to & from work)
- Typical work schedule information
- Typical employee commute mode(s)
- Top reasons for driving alone
- Motivators for using Commute Solutions to/from work
- Motivators for single drivers to use car/vanpools
- Motivators for single drivers to use bus/rail transit
- Motivators for single drivers to walk or bike
- First choice(s) commute solutions if able
- Consideration of alternative schedules/teleworking
- Signature, if desired

Employee Commute Survey

Please complete this survey and return it to your supervisor by **Deadline**. Your answers will help **Employer** develop/enhance our Commute Solutions Program to your satisfaction. Your responses are confidential.

1. At which facility do you work?

- Facility 1
- Facility 2
- Facility 3
- None of the above

2. What is your home postal ZIP code?

3. What is your commute time and distance to work (include daily errands en route):

- Time in minutes:
- Distance in miles:

4. What is your commute time distance from work (include daily errands en route):

- Time in minutes:
- Distance in miles:

5. Are you a full time or part time employee?

- Full time
- Part time

6. What is your typical daily work schedule?

7. Do you work a Flex Schedule one or more days a week, where you avoid peak traffic times (7-9am/4-6pm)?

- Yes
- No

8. If you work a Compressed Work Week, select the one you work below.

- Four 9-hour days with one day off each week
- Nine 9-hour days with one day off for a two-week period

9. For the average work week (Mon-Fri), select which days...

You work a Flex Schedule

- Mark the days you work a Flex Schedule, as defined in #6.

You use a Commute Solution to and from work

- Car/vanpools, transit, walking, biking or teleworking
- If a combination of modes is used, select the mode with the longest distance

You drive a Hybrid vehicle

- If the hybrid is a van/carpool vehicle, only the pool driver may select both Carpool and Hybrid for one day)

Enter a "1" for each selection in the table

	Monday	Tuesday	Wednesday	Thursday	Friday
Flex Schedule					
Vanpool					
Carpool					
Telework					
Bus					
Rail					
Bike					
Walk					
Hybrid					
TOTALS					

10. If you didn't choose a Commute Solution above, which method of commuting do you use to get to/from work?

I drive alone

I use a commute solution not listed above:

11. If you drive your personal vehicle during the work day, check the reasons for doing so:

Work-related travel for meetings, lunch meetings, work errands, etc.

Personal business – errands, lunch, etc.

12. If you drive your personal vehicle to run errands/personal business during the work day, how many days per week do you, on average?

Once a week

Four times a week

Twice a week

Five or more days a week

Three times a week

13. If you drive your personal vehicle for work-related travel during the work day, how many days per week do you, on average?

Once a week

Four times a week

Twice a week

Five or more days a week

Three times a week

14. If you usually drive alone ($\geq 75\%$ of the time), what are the top two reasons you choose to drive alone to work?

Limited parking availability

Free/cheap and/or convenient parking

Need car for business

Need car for personal errands/business

Need car for daily child transport

Need a specially-equipped vehicle

Other options take too much time

Irregular work hours

Poor safety, access, or weather conditions for biking or walking

Poor safety/access to bus/rail transit stops/stations

Need a guaranteed ride home for emergencies

- Prefer flexibility and reliability of leave time from home and work
- Just prefer to drive alone
- Other (please specify: _____)

15. In general, what are the motivators for you using commute solutions to get to/from work?

Choose all that apply.

- Commute time savings
- Commute stress savings
- Financial savings (less gas \$, tax reductions, car repairs, etc.)
- My flexible schedule or fixed schedule
- Teleworking option
- Company-provided air quality awareness/education and Ozone Action Day alerts
- Less wear on my vehicle
- The convenience of using certain commute solutions
- High parking costs or limited parking availability
- Preferential parking for pool vehicles
- On-site bike/ped amenities
- Ongoing incentive programs (prizes, contests, subsidies, discounts, etc.)
- Ongoing guaranteed ride home program
- On-site childcare and customer service facilities (cafeteria, banking, etc.)
- Use of pool or company vehicle during the work day
- It's a good thing for the environment and community
- Other (please specify: _____)
- I don't currently use a commute solution.

16. If you usually drive alone, choose two incentives that would influence you to take a carpool or vanpool to/from work.

- Change in work shift(s)
- More flexible work schedule
- More fixed work schedule
- Assistance in finding a ride match
- Reserved parking for carpool/vanpool vehicles
- Free or discounted parking for carpool/vanpool vehicles
- Subsidies for car/vanpoolers and/or car/vanpool vehicles
- On-site childcare facilities
- On-site customer services (food/beverage, convenience, postal, dry cleaning, pharmacy, banking, and other services)
- Use of a company vehicle during the work day
- Use of the van during the work day
- Guaranteed ride home program for emergencies
- Prizes, drawings or contests for cash or other items
- Other (please specify: _____)
- Prefer not to car/vanpool to work at this time

17. If you usually drive alone, choose two incentives that would influence you to take the bus or rail transit to/from work.

- Change in work shift(s)
- More flexible work schedule

- More fixed work schedule
- Transit route and scheduling information at work
- Sale of bus passes at work
- Subsidies for transit users or transit passes
- Bus stop/rail station close(r) to work
- On-site childcare facilities
- On-site customer services (food/beverage, convenience, postal, dry cleaning, pharmacy, banking, and other services)
- Use of a company vehicle during the work day
- Guaranteed ride home program for emergencies
- Prizes, drawings or contests for cash or other items
- Other (please specify: _____)
- Prefer not to take transit to work at this time

9. If you usually drive alone, choose two incentives that would influence you to walk or bicycle to work.

- Bike routes/maps and safety information/seminars
- Subsidies for cyclists and pedestrians
- Safe, convenient bike/ped access to work
- Secure, convenient bike racks on site
- Bike lockers, regular lockers, showers and other bike/ped amenities on site
- On-site customer services (food/beverage, convenience, postal, dry cleaning, pharmacy, banking, and other services)
- Use of a company vehicle during the work day
- Guaranteed ride home program for emergencies
- Prizes, drawings or contests for cash or other items
- Other (please specify: _____)
- Prefer not to walk/bike to work at this time

10. If you usually drive alone, which of the following commute alternatives would you consider using at least one day per week if able? Please check all that apply.

- Carpool
- Vanpool
- Bus
- Bike (on-street motorcycles/scooters excluded, as they do not remove vehicles from roadway congestion)
- Rail
- Walk

11. Would you consider an alternative work schedule or teleworking if available? If so, check all those you would consider.

- Flexible schedule (avoiding peak traffic times)
- Compressed work schedule (four 9-hour days/wk, nine 9-hour days/2 wks, etc.)
- Teleworking during the week (day(s) during the week or partial days to avoid peak traffic or am traffic on Ozone Action Days)

Name: _____

Department: _____

Email: _____

Phone: _____