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**Date:** Friday, September 10, 2021 at 3:14 PM  
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**Subject:** Notice: AJW Virtual First Strategies Team - Employee Survey

Dear Mr. Santa:

The Office of Technical Operation Services, Air Traffic Organization (AJW) is planning to roll out their Virtual First Strategies Team Employee Survey. The purpose of this survey is to poll employees regarding their experience(s) in the virtual pandemic mode of operations compared to how they operated prior to the pandemic. The employee survey will be administered to approximately 1673 employees (bargaining unit employees and management) within AJW. Participation in the survey shall be voluntary and anonymity shall be ensured by the Agency. AJW is administering the survey; it shall be conducted on the employee's duty time and should require an estimate of 1 hour to complete. The Union shall be provided a copy of the survey results at the same time they are distributed to the Agency. Additionally, the Union shall be afforded the opportunity to review and comment in advance on any publication based on or derived from the survey results. A copy of the draft survey is provided for your reference.

AJW needs your help with encouraging your employees to respond, should they receive an invitation for the upcoming survey. The survey is scheduled to launch on or about the week of Monday, September 13<sup>th</sup>, 2021. It will require an estimated hour to complete during work hours. Survey results will only be reported in aggregate; no data will be disclosed that could be used to identify specific individuals. This notice does not constitute notice of an opportunity to bargain. However, if you identify any relevant LR issues, please contact your local LR office.

Thank you, in advance, for partnering with the agency concerning this employee survey response.

If you have additional questions or concerns, please do not hesitate to contact me.

Respectfully Submitted,

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*“There is always light, if only we’re brave enough to see it. If only we’re brave enough to be it.”*  
Quote by the Poet – Amanda Gorman