BACK TO THE OFFICE
SURVEY TEMPLATE

Before bringing your team back to the office, make sure their feelings have been heard.

Check out our 19 fully tested survey questions below that you can use for your company.

General background
1. On a scale of 1-5, how confident are you in your company’s ability to maintain a safe working environment during COVID-19? (1=Not confident at all, 5=Very confident)

2. On a scale of 1-5, rate how informed your team was on changes and measures taken in response to COVID-19? (1=Not at all informed, 5=Highly informed)

The work from home experience
3. Do you feel your current work environment is comfortable and conducive to working from home?

4. On a scale of 1 to 5, do you feel your current work environment is conducive to working from home in the long-term?

5. On a scale of 1-5, how comfortable are you attending to your family as a result of working at home?

6. Do you feel you have the equipment and resources you need to perform your job effectively from home?

7. Do you believe your current tasks and priorities are well-defined?

8. Has your manager been available to you when needed?

9. Are you able to communicate regularly and effectively with your teammates?

10. On a scale of 1 to 5, how comfortable are you attending to your family as a result of working at home?

Preferences about coming back to the office
11. After this time period working from home, would you prefer to

12. What are you most looking forward to about returning to work?

13. What would you need to feel safe coming back to work at the office?

14. After this time period working from home, would you prefer to

15. On a scale of 1 – 5, how comfortable are you to get back to working at the office?

16. What would you need to feel safe coming back to work at the office?

17. As part of a routine, before entering the office it will be a requirement to

18. When returning to the office, people may need to wear a face mask and

19. What else will the COVID-19 pandemic experience make you change about the way you work? (open-ended)

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Summary
Whether it’s an employee's job or company, it’s time to support workplaces and employees in their return to the office. By using surveys that deliver real-time feedback to inform your back to work strategy. Your back to work survey can include open-ended questions to encourage more open and nuanced responses from your employees.

Check out our 19 fully tested survey questions below that you can use for your company.