

Weekly Employee Survey Form - Santa Monica College

Survey Week _____ **to** _____

Starting Date

Ending Date

Employee Information (Please Print)

Name Home Zip Code

Miles to Work Site from Home (one way) Employee I.D. # Dept./Sect.

Phone Ext. Signature & Date

Please complete **Arrived At** and **Departed From** work times and print the correct **Letters** from the **Transportation Modes Legend (i.e., A, B ,C...)** for each day indicating how you ARRIVED AT and DEPARTED FROM work last week. IF YOU DID NOT GO TO YOUR REGULAR WORKSITE OR DID NOT WORK BETWEEN THE HOURS INDICATED ONE OR MORE DAYS LAST WEEK, PRINT LETTERS L. through S., (as applicable) FOR THAT DAY.

Fill in Days >>>>>>>>

insert time you ARRIVED AT or DEPARTED FROM work between 6 a.m. and 10 a.m.	AM	AM	AM	AM	AM
Insert Transportation Mode from Legend here (Letters A-S)					

TRANSPORTATION MODES LEGEND

- | | | |
|--|---|---|
| <ul style="list-style-type: none"> A. Drive Alone B. Motorcycle C. 2 person carpool D. 3 person carpool E. 4 person carpool F. 5 person carpool G. 6 person carpool | <ul style="list-style-type: none"> H. Vanpool
(HOW MANY OCCUPANTS?) _____ I. Public transit (bus/rail) J. Walk K. Bicycle Z. Electric Vehicle L. Telecommute M. Noncommuting | <p align="center">Compressed Work Week Credit</p> <ul style="list-style-type: none"> N. 3/36 work week O. 4/40 work week P. 9/80 work week <p align="center">Days Off</p> <ul style="list-style-type: none"> Q. Vacation R. Sick S. Other |
|--|---|---|

insert time you ARRIVED AT or DEPARTED FROM work between 3 p.m. and 7 p.m.	PM	PM	PM	PM	PM
Insert Transportation Mode from Legend here (Letters A-S)					