

INSTRUCTIONS FOR COMPLETING THIS SURVEY

1. Please complete this survey by circling the response that most accurately describes the extent to which you agree or disagree with each statement. For example:

<p>2.2 The following would improve the effectiveness of missions from Canada to my territory:</p> <ul style="list-style-type: none"> • Creating a central unit in Ottawa to coordinate missions to Posts. 	<p>Strongly Disagree</p>	<p>Neither Agree nor Disagree</p>	<p>Strongly Agree</p>	<p>Don't Know</p>		
	1	2	③	4	5	9

2. It should take you approximately 30 minutes to complete this questionnaire.
3. Your responses should be based solely on your current assignment.
4. Some questions will apply more directly to locally-engaged and/or Canada-based employees. However, all employees are encouraged to reply to any questions they wish.
5. There are no right or wrong answers; it is your candid opinion that counts.
6. In this questionnaire, the **Commercial Program** is defined as the Department's programs and services aimed at increasing Canadian business abroad, through the promotion of trade, investment, and science and technology.
7. If you have additional comments throughout the questionnaire, feel free to note them in Section 8, page 19.

QUESTIONS AND CONCERNS

If you have any questions or issues you would like to raise, please contact:

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