

**Telework Questionnaire for Employers**

Please fill the following questionnaire and send it to.....

**A. Company / Organization** .....

Address .....

Phone ..... Fax .....

Manager / Contact person .....Phone.....

Email ..... Website .....

**B. Main sector of activity** .....

Turnover (last year) Year ..... Value .....

**C. IT&C Infrastructure**

Number of Computers .....

Computers' average age .....years

Internet  YES  NO

Access type:

*Please use:* x for YES

- Telephone line 24 h /24 h
- dial-up
- Mobile phone
- Others (ISDN / ADSL, Broadband connection, GPRS)

*Areas of computer use*

*Please use:* x for YES

- Administration
- Development & Design
- Management
- Marketing
- Production
- Accounting
- Financing
- Personnel
- Consulting
- Preparatory activities
- Execution

Others \_\_\_\_\_

**D. Staff status**

**1. Number of personnel .....**

*Of which (in %):*

- Full-time .....**;
- University degree qualification.....;**
- Younger than 35 years old .....**;
- Women .....**;

**E. Work characteristics**

**1. There is / were attempts for introducing the flexible work?**       YES     NO

**2. If no, are you interested in introduction of telework?**       YES     NO

**3. What are the main advantages that you would work in telework system?**

**Companies' advantages**

- *Growth of work productivity*       YES     NO
- *Reduction of spacing costs*       YES     NO
- *Reduction of transportation*       YES     NO
- *Keeping the educated staff*       YES     NO
- *Hiring educated staff*       YES     NO
- *Others*       YES     NO

Others: \_\_\_\_\_

**Employees' advantages:**

- *Saving time*       YES     NO
- *Less fatigue*       YES     NO
- *Less stress*       YES     NO
- *Better employing conditions*       YES     NO
- *Better life balance*       YES     NO
- *Other*       YES     NO

Others: \_\_\_\_\_

**7. What the main obstacles in introduction of telework system could be?**

- *Managerial difficulties*       YES     NO
- *Data security*       YES     NO
- *Work quality*       YES     NO
- *Bigger expenses*       YES     NO
- *Lack of communications*       YES     NO
- *Legislation*       YES     NO
- *Trade unions' position*       YES     NO
- *Other*       YES     NO

Others: \_\_\_\_\_

**8. What forms of telework organisation do you consider most appropriate for your company?**

- Home Telework**
- Telework Centre**
  - Tele-centres
  - Satellite offices.
  - Call centres
- Mobile**

Name ..... Signature ..... Date.....