

ANONYMITY STATEMENT

The People Matter Survey is an opportunity for you to provide honest and open feedback about your working environment.

Your feedback counts.

Your response will help shape important decisions in your organisation and the Victorian public sector.

The survey should take around 20 to 30 minutes to complete.

Your Anonymity

Your anonymity is a priority for the Victorian Public Sector Commission (VPSC). Responses from individual employees are kept confidential and strict rules are in place to safeguard this at every stage of the survey process.

VPSC understands that in order for you to participate in the survey, you must first feel confident that your responses will be kept anonymous.

How We Protect Your Anonymity

There are several ways your anonymity is protected:

- VPSC only receives de-identified data from ORIMA Research (an independent research organisation engaged to collect and process responses on its behalf). Your name, email and computer IP address cannot be collected or tracked by either VPSC or your organisation. Your responses cannot be traced back to you.
- Individual survey responses will not be provided to your organisation.
- To further protect your anonymity, our reports only show summarised results for groups with 10 or more survey responses. For example, if your workgroup has fewer than 10 responses from females, the report will not show the summarised views and opinions of this small group to avoid the potential of identification.
- You have the opportunity to write comments at the end of the survey. These free text comments will be supplied to your organisation via a separate report and not broken down by division, branch and unit. Please take care not to include any words that may identify you in this section.

How We Use Your Survey Responses

VPSC is committed to responsible privacy practices and is subject to the *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*.

VPSC produces a suite of reports for your organisation that contain aggregated and summarised results.

Your organisation's results will be benchmarked against other organisations.

Survey data may be used by VPSC and research partners, including public service departments and contracted service providers, to undertake research to benefit the public sector. The provision of any data to research partners, public service departments, or other parties, will be in accordance with the above mentioned Acts. To ensure compliance with legislative requirements, VPSC will only conduct analysis or release data where the identity of individuals is protected and cannot be reasonably ascertained.