Sample news article

People matter survey 2023

**This document is part of the** [People matter survey 2023 resources](https://vpsc.vic.gov.au/data-and-research/about-the-people-matter-survey/prepare-for-the-2023-survey/)

**Title: 2023 People matter survey: Have your say**

**<NAME of CEO/HEAD OF ORGANISATION/DIVISION>** welcomes you to take part in the People matter survey for 2023.

**People matter survey**

People matter survey is an annual employee opinion survey run independently of **<Name of your organisation>** by the Victorian Public Sector Commission.

The year’s survey asks for your experience about different aspects of your workplace, including workplace culture, manager support, leadership, equal employment opportunity and wellbeing.

It’s relevant to all employees regardless of where and how you work.

You’ll also be asked a range of demographic questions about yourself, such as your age, gender and cultural background. These questions are designed to gather information about our workforce to help foster diversity and inclusion. This can include how we support equal opportunity, reduce discrimination and promote fairer recruitment.

**What’s new for 2023**

You’ll see new questions developed in consultation with the Public Sector Gender Equality Commissioner to support [Gender Equality Act 2020 audit and reporting requirements.](https://www.genderequalitycommission.vic.gov.au/about-gender-equality-act-2020)

You’ll be able to access the survey from a desktop or mobile device.

The survey will take about 15 minutes to complete.

**Why** **take part?**

Participation is voluntary, however we encourage you to take part because having your say matters.

We use the People matter survey to find out where we’re doing well and where we need to focus on improvement. Your views help us to develop a high performing and engaged workforce. **<This year/last year>** we commenced action/took action in direct response to what you told us in the last People matter survey in **<2022/2021>**.

We started **<Name of program/initiative>** to increase/improve **<XYZ>** and developed **<Name of program/initiative>** to increase/improve **<ABC>.**

Every day these programs are making a difference in our culture at **<Name of your organisation>** through **<123>**.

**Your privacy and anonymity are protected**

The survey is completely anonymous, and **<we/Name of your organisation> <do/does>** not see your completed survey responses.

The [Victorian Public Sector Commission](https://vpsc.vic.gov.au/) runs the independent survey and uses strict rules to protect your privacy and anonymity at every stage of the survey.

To protect you, they:

* send everyone in an organisation the same anonymous survey link to do the survey
* de-identify all data that employers get
* de-identify individual survey responses. This means our organisation can’t identify individuals when the data is reported
* don’t collect identifying information such as name, date of birth or employee ID
* separate open-text responses from other data that may identify people. Our organisation won’t know who made the comments.

In addition, if they get

* fewer than 10 responses for teams or demographic groups, they don’t release employee experience results. For example, a demographic group is ‘men in the same salary range’ or ‘women aged 40 to 49’. An experience result is ‘90% of women aged 40 to 49 agreed their manager supports them’.
* fewer than 30 responses from a whole organisation, they don’t give a breakdown by any demographic group of how many people did the survey.

You have the option to respond to demographic questions, such as age or gender, with ‘prefer not to say’.

Read the [People matter survey data collection statement](https://vpsc.vic.gov.au/peoplematterprivacy) to find out more.

**Survey dates**

People matter survey will run from **<Day Month>** to **<Day Month>** 2023.

The survey takes 15 minutes to complete.

**Further information**

For more questions about the survey contact your Survey coordinator **<Name>**,

Or go to the [Victorian Public Sector Commission website.](https://vpsc.vic.gov.au/)