
Sexual Harassment in the Federal Workplace:
1978–1980, 1987, and 1994

1994 Data

United States Merit Systems Protection Board

SEXUAL HARASSMENT IN THE FEDERAL WORKPLACE:
1978-1980, 1987, and 1994

(ICPSR 6893)

1994 Data

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United States Merit Systems Protection Board

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Political and Social Research
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BIBLIOGRAPHIC CITATION

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REQUEST FOR INFORMATION ON USE OF ICPSR RESOURCES

To provide funding agencies with essential information about use of archival resources and to facilitate the exchange of information about ICPSR participants' research activities, users of ICPSR data are requested to send to ICPSR bibliographic citations for each completed manuscript or thesis abstract. Please indicate in a cover letter which data were used.

DATA DISCLAIMER

The original collector of the data, ICPSR, and the relevant funding agency bear no responsibility for uses of this collection or for interpretations or inferences based upon such uses.

DATA COLLECTION DESCRIPTION

United States Merit Systems Protection Board

SEXUAL HARASSMENT IN THE FEDERAL WORKPLACE: 1978-1980, 1987,
and 1994 (ICPSR 6893)

SUMMARY: This collection consists of three separate surveys undertaken to assess the extent of sexual harassment within the federal government. The records in each file contain responses to a mail survey on sexual harassment in the federal workplace from a disproportionately stratified sample. Each record contains reactions to a series of statements about the respondent's workplace, such as "I feel free to bring up general work-related concerns or suggestions to my immediate supervisor." Other data gathered include attitudes regarding sexual behavior that can happen at work, how the respondent defined sexual harassment, opinions on remedies that could reduce sexual harassment, descriptions of and actions taken in response to specific incidents of sexual harassment, and information about whether the respondent had been accused of sexually harassing others. Additional information includes respondent's work schedule, working hours, number of coworkers, number of supervisors, and gender of supervisors. Demographic variables include race, age, marital status, sex, and level of education.

UNIVERSE: Civilian employees with a workplace in the executive branch of the United States federal government and under the blanket jurisdiction of the Merit Systems Protection Board.

SAMPLING: Disproportionately stratified random sample of civilian employees.

NOTE: The documentation is provided as Portable Document Format (PDF) files. The PDF file format was developed by Adobe Systems Incorporated and can be accessed using the Adobe Acrobat Reader. Information on how to obtain a copy of the Acrobat Reader is provided through the ICPSR Website on the Internet.

EXTENT OF COLLECTION: 3 data files + machine-readable documentation (PDF) + SPSS data definition statements

EXTENT OF PROCESSING: SCAN/ REFORM.DOC

DATA FORMAT: Logical Record Length and Card Image (Part 3) with SPSS data definition statements and SPSS export files

Part 1: 1978-1980 Data
File Structure: rectangular
Cases: 20,083
Variables: 238
Record Length: 320
Records Per Case: 1

Part 2: 1987 Data
File Structure: rectangular
Cases: 8,523
Variables: 166
Record Length: 240
Records Per Case: 1

Part 3: 1994 Data
File Structure: rectangular
Cases: 8,081
Variables: 193
Record Length: 80
Records Per Case: 3

RELATED PUBLICATIONS:

United States Merit Systems Protection Board. SEXUAL HARASSMENT IN THE FEDERAL WORKPLACE: IS IT A PROBLEM? Washington, DC: United States Government Printing Office, 1981.

United States Merit Systems Protection Board. SEXUAL HARASSMENT IN THE FEDERAL GOVERNMENT: AN UPDATE. Washington, DC: United States Government Printing Office, 1988.



Sexual Harassment in the Federal Workplace, 1994: Trends, Progress, Continuing Challenges

Records of the Merit Systems Protection Board
(Record Group 479)

Agency Documentation Contents: # Pages

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Appendix 2 - Data Tape Layout (Record Layout) and Stratification Matrix	7
Appendix 3 - List of Survey Question Numbers and Corresponding SPSS File Designators	4

Supplemental Documentation:

Final Report: U.S. Merit Systems Protection Board, 'Sexual Harassment in the Federal Workplace: Trends, Progress, Continuing Challenges,' (1994, Washington, DC: U.S. Government Printing Office).

NARA Prepared Documentation:

Sample Printout of First File in Series	2
Archival Electronic Records Inspection and Control (AERIC) Report	Available Upon Request

Accession Number: NN3-479-96-001

DOCUMENTATION FOR THE 1994 SEXUAL HARASSMENT SURVEY

A survey was conducted by the U.S. Merit Systems Protection Board in 1994 to look at the nature and extent of sexual harassment in the Federal workforce. [This study follows up three previous MSPB surveys concerning sexual harassment, conducted in 1980, 1981, and 1987.] A total of 8,081 surveys were returned. A copy of the survey can be found in Appendix 1.

Disproportionate stratified random sampling procedures were used in conducting the survey. Therefore, when analyzing the data, weighting procedures should be in effect so that results of the analysis will be representative of the Federal workforce in the various strata surveyed.

Two different data files are available for this survey. The first file is a raw data file (labeled SEXH94). Enclosed in Appendix 2 you will find:

- File specifications/layout for the raw data file;
- Table 1, which depicts the strata used in sampling;
- Table 2, which depicts the population and respondent counts for the different strata used in the survey.

Again, if the raw data file is used, it is important to weight the survey results since disproportionate stratified random sampling was used. For weighting purposes, the numbers in the matrix in Table 1 represent individual strata used in sampling procedures (total strata = 115). Each of the 115 strata can be defined using demographic questions from the survey. For example, Stratum # 70, which includes Wage Grade/Wage Supervisor/Wage Leader Male employees from the Department of Agriculture, would be "defined" by selecting respondents for inclusion in the stratum using survey questions # 67, 69, and 70. Once all the strata have been defined, weights can be assigned for each stratum according to Table 2.

The second data file is an exported SPSS (Statistical Package for the Social Sciences) system file (labeled SEXH94X). This file was created via an SPSS EXPORT command so that it can be run on a variety of hardware systems. However, an IMPORT command using the SPSS software will be needed to run this file. The system file contains a data dictionary with the file layout, variable labels (i.e., survey questions), value labels (i.e., response categories for the questions), strata definitions, and weights already built into the file. Therefore, after calling up the file with an IMPORT command, one can immediately begin running SPSS statistical procedures on the data.

The only documentation needed to run analyses on the SEXH94X file is a list of the variable names (with corresponding survey question numbers). This list can be found in Appendix 3. The SPSS system file can be run weighted simply by inserting the following command into the SPSS analysis program:

WEIGHT BY STRATWGT

Omitting this statement will enable one to run the file unweighted; however, such analyses are not recommended due to the disproportionate sampling procedures used.

A copy of the report issued by the U.S. Merit Systems Protection Board based in part on the results from this survey can be obtained from:

U.S. Merit Systems Protection Board
Office of Policy and Evaluation
ATTN: Dr. Jamie Carlyle
1120 Vermont Avenue, NW
Washington, DC 20419

You may also contact Dr. Carlyle by telephone to discuss these data files (202-653-6772, ext. 1334).

In order to protect the anonymity of the survey participants, users of these data files are not permitted to identify nor report responses of any individual survey respondents.

APPENDIX 1



U.S. MERIT SYSTEMS PROTECTION BOARD
Washington, D.C. 20419

SEXUAL HARASSMENT IN THE FEDERAL WORKPLACE 1994 SURVEY OF FEDERAL EMPLOYEES

Dear Federal Coworker:

You have been randomly selected as part of a group of employees chosen to represent the views of over 2 million Federal workers in a study of some critical issues in the Federal workplace. **It is very important that you fill out and return this questionnaire.**

The U.S. Merit Systems Protection Board (MSPB) is an independent Federal agency that hears the appeals of Federal employees and conducts studies to ensure that the civil service is free of prohibited personnel practices. One of our current studies concerns sexual harassment in the Federal workplace, what is being done about it, and what attitudes in the workplace affect the problem.

To learn how Federal employees feel about this subject, we are asking a number of you to fill out this questionnaire. Whether or not you think sexual harassment in the workplace is a problem, we need your answers to these questions.

This is your opportunity to be heard by people who can influence our work environment. Your participation can make a difference. The results of this study will be reported to the President and the Congress and will be made available to the press and the public.

Please be frank and honest as you go through the questionnaire. **Your answers will be kept strictly confidential.** They will be combined with other answers so that individual responses cannot be identified. Please do not put your name anywhere on this booklet.

Please complete the questionnaire and **return it in the enclosed prepaid envelope within 5 days after you receive it.** It should take about 20 or 30 minutes to complete. You may complete the questionnaire at work or at home. Please read the instructions carefully--some of the questions may not apply to you, and you don't need to answer those. If you would like a copy of a report based on the findings of this study, please write to us at the address shown on the next page. If you have any questions about this survey, please contact Karen Gard on (202) 653-6772, extension 1343.

Thank you very much for helping us in this important project.

Sincerely,

Evangeline W. Swift
Director, Policy and Evaluation

GENERAL INFORMATION

This questionnaire is part of a nationwide study of sexual harassment in the Federal workplace. The first section of the questionnaire asks how you feel about specific kinds of uninvited behavior or actions that could occur in the workplace. The next two sections ask about your own experiences in the workplace. The fourth section asks how you feel about relationships among people who work together. The last section asks for demographic information. All answers are strictly confidential. All results are reported by groups; no individual responses will be reported. Please do not write your name any place on this questionnaire.

You may not have to answer every question in the questionnaire. Instructions in each of the sections will tell you which questions to answer.

GENERAL DIRECTIONS

Please carefully read the marking instructions below and answer each question the way that best reflects your personal opinions and experiences. There are no right or wrong answers.

MARKING INSTRUCTIONS

- Use a No. 2 pencil only.
- Answer each question except when directed to skip a section or a question.
- Do not write anywhere in this booklet except on the last page.
- If you wish to elaborate on a response, please use the last page or a separate sheet of paper.
- Do NOT use ink or ball point pen.
- Make heavy black marks that fill the circle completely.
- Erase any changes cleanly and completely.
- Correct mark: ○●○○
- Incorrect marks: ☉⊗⊙⊙

Report Requests: For a copy of the report based on these study findings, please address your request to:

: U.S. Merit Systems Protection Board
: Office of Policy and Evaluation
1120 Vermont Avenue, NW
Washington, DC 20419

We appreciate your taking the time to complete and return this important survey.

PRIVACY ACT NOTICE

Collection of the requested information is authorized by the Civil Service Reform Act of 1978 [5 U.S.C. 1204 (e) (3)]. The information you provide will be used to evaluate and improve Federal personnel policies and practices. Your participation in this survey is voluntary and none of the information you choose to supply will be associated with you individually.



Section I: Uninvited Behaviors and Actions

We would like to know what you would think if the following happened to you or to someone else at work. Please mark one response for each question.

Definitely not
Probably not
Don't know
Probably yes
Definitely yes

1. Uninvited letters, telephone calls, or materials of a sexual nature.

- a. If a supervisor did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐
- b. If another worker did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐

2. Uninvited and deliberate touching, leaning over, cornering, or pinching.

- a. If a supervisor did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐
- b. If another worker did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐

3. Uninvited sexually suggestive looks or gestures.

- a. If a supervisor did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐
- b. If another worker did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐

4. Uninvited pressure for sexual favors.

- a. If a supervisor did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐
- b. If another worker did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐

5. Uninvited pressure for dates.

- a. If a supervisor did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐
- b. If another worker did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐

6. Uninvited sexual teasing, jokes, remarks or questions.

- a. If a supervisor did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐
- b. If another worker did this, would you consider this sexual harassment? ☐ ☐ ☐ ☐ ☐

Section II: Handling Sexual Harassment

In this section, we would like your views on what actions you consider useful in reducing sexual harassment in the workplace and what your agency does to address the problem of sexual harassment.

7. Has your agency established policies prohibiting sexual harassment?

- Yes ☐
- No ☐
- Don't know or unsure ☐

8. To what extent does your agency make efforts to reduce or prevent sexual harassment?

- To a great extent ☐
- To a moderate extent ☐
- To little extent ☐
- To no extent ☐
- Don't know or unsure ☐

9. If your agency has an official policy prohibiting sexual harassment, to what extent does the policy make a difference in the way people behave towards one another?

- To a great extent ☐
- To a moderate extent ☐
- To little extent ☐
- To no extent ☐
- Don't know or my agency has no official policy on sexual harassment ☐

10. Do you know what formal complaint channels for victims of sexual harassment are available in your agency?

- Yes ☐
- No ☐
- There are no formal complaint channels in my agency .. ☐

11. For whom does your office/agency provide sexual harassment awareness training? Mark all that apply.

- Supervisors and managers ☐
- Nonsupervisory employees ☐
- Nobody ☐
- Don't know or unsure ☐

12. Have you attended any sexual harassment awareness training while working for the Federal Government?

- Yes ☐
- No ☐
- Can't remember ☐

(If you answered no or can't remember, skip to question 15.)

13. How long ago did you attend sexual harassment training?
- Less than 1 year ago ☐
- 1 to 2 years ago ☐
- More than 2 years ago ☐

14. If you have attended sexual harassment training, do you feel that any of your attitudes or beliefs have changed as a result of the training? Mark the one response that best describes your reaction to the training.

I have not attended sexual harassment training ☐

Yes, I am more sensitive now to the issues surrounding sexual harassment ☐

Yes, I am more skeptical now about issues surrounding sexual harassment ☐

No, but I became more aware of the feelings of others .. ☐

No, the training did not really change my attitudes or beliefs ☐

Unsure ☐

15. If your agency provides sexual harassment training, to what extent do you feel that the training helps to reduce or prevent sexual harassment in your organization?

To a great extent ☐

To a moderate extent ☐

To little extent ☐

To no extent ☐

Don't know or unsure ☐

My agency doesn't provide sexual harassment training.. ☐

16. To what extent do you feel that the public attention given to sexual harassment has made people in your workplace more careful to avoid behavior that others might consider offensive?

To a great extent ☐

To a moderate extent ☐

To little extent ☐

To no extent ☐

Don't know or unsure ☐

17. In most cases, which of the following do you think are the most effective actions for employees to take to make others stop bothering them sexually? Mark all that apply.

Ignoring the behavior. ☐

Avoiding the person(s). ☐

Asking or telling the person(s) to stop. ☐

Threatening to tell or telling other workers. ☐

Reporting the behavior to the supervisor or other official(s). ☐

Filing a formal complaint such as a grievance, an EEO complaint, or other type of formal complaint. ☐

There is very little that employees can do to make others stop bothering them sexually. ☐

None of the above. ☐

18. What do you think are the most effective actions an organization can take to reduce or prevent sexual harassment? Mark all that apply.

Establish and publicize policies prohibiting sexual harassment. ☐

Publicize the penalties that can be imposed on sexual harassers. ☐

Publicize the availability of formal complaint channels. .. ☐

Provide sexual harassment training for all employees. .. ☐

Provide sexual harassment training for managers and supervisors that emphasizes their responsibility to prevent sexual harassment. ☐

Provide independent contact(s) outside the organization to whom employees can go with problems or questions relating to sexual harassment. ☐

Enforce strong penalties against sexual harassers. ☐

Publicize the actions taken against sexual harassers. ☐

Protect victims of sexual harassment from reprisal. ☐

Other (Please explain on page 11.) ☐

19. If you have worked outside of the Federal Government, would you say that there is more or less sexual harassment on non-Federal jobs?

I have never held a non-Federal job. ☐

There is more sexual harassment on non-Federal jobs. . ☐

There is about the same on Federal and non-Federal jobs. ☐

There is less on non-Federal jobs. ☐

Don't know/can't judge ☐

Continue on next page

Section III: Your Personal Experiences in the Federal Government

This section asks about any experiences you may have had with uninvited and unwanted sexual attention on your Federal Government job from persons of either sex. There are also questions about experiences you might have had if someone said that you had harassed them.

20. How often have you received any of the following uninvited and unwanted sexual attention during the last 24 months from someone where you work(ed) in the Federal Government? Mark one response for each attention.

- a. Actual or attempted rape or assault.
- Never ☐
- Once ☐
- More than once ☐

Once a week or more
2 - 4 times a month
Once a month or less
Once
Never

- b. Unwanted pressure for sexual favors. ... ☐☐☐☐☐
- c. Unwanted, deliberate touching, leaning over, cornering, or pinching. ☐☐☐☐☐
- d. Unwanted sexual looks or gestures. ☐☐☐☐☐
- e. Unwanted letters, telephone calls, or materials of a sexual nature. ☐☐☐☐☐
- f. Unwanted pressure for dates. ☐☐☐☐☐
- g. Unwanted sexual teasing, jokes, remarks, or questions. ☐☐☐☐☐
- h. Stalking (unwanted following or intrusion into your personal life). ☐☐☐☐☐

Please note: if you have not received any uninvited and unwanted sexual attention in the last 24 months, skip to question 39.

If uninvited and unwanted sexual attention has happened to you in the Federal Government within the last 24 months, select the one experience that is either the most recent or that had the greatest effect on you, and answer the questions in this section in terms of that one experience.

21. Did this experience take place in your current agency or in a different Federal agency?

- This experience took place in my current Federal agency. ☐
- This experience took place in a different Federal agency. ☐

22. During any particular experience, a person may receive more than one kind of unwanted sexual attention. During the experience you selected to describe here, which of the following happened to you? Mark all that apply.

- Actual or attempted rape or sexual assault. ☐
- Unwanted pressure for sexual favors. ☐
- Unwanted, deliberate touching, leaning over, cornering, or pinching. ☐
- Unwanted, sexually suggestive looks or gestures. ☐
- Unwanted letters, telephone calls, or materials of a sexual nature. ☐
- Unwanted pressure for dates. ☐
- Unwanted sexual teasing, jokes, remarks, or questions. ☐
- Stalking (unwanted following or intrusion into your personal life). ☐

23. How often did the unwanted sexual attention occur? Mark one response.

- Once ☐
- Once a month ☐
- 2 to 4 times a month ☐
- Every few days ☐
- Every day ☐

24. How long did this unwanted sexual attention go on? Mark one response.

- Less than 1 week ☐
- 1 to 4 weeks ☐
- 1 to 3 months ☐
- 4 to 6 months ☐
- More than 6 months ☐

25. Who sexually bothered you? Mark all that apply.

- Your immediate supervisor(s) ☐
- Other higher level supervisor(s) ☐
- Your co-worker(s) ☐
- Your subordinate(s) ☐
- Other employee(s) ☐
- Other or unknown ☐

26. Was the person (or persons) who sexually bothered you: Mark only one response.

- Male ☐
- Female ☐
- Two or more males ☐
- Two or more females ☐
- Both males and females ☐
- Not sure because the unwanted attention was anonymous ☐

27. What action(s) did you take in response to this unwanted sexual attention? Mark all that apply.

For each action you took, what effect did it have?

Mark one response for each action you took.	Made things worse	Made no difference	Made things better
I took this action			
a. I ignored the behavior or did nothing. ...	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. I avoided the person(s).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. I asked/told the person(s) to stop.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. I threatened to tell or told others.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. I reported the behavior to a supervisor or other official(s) such as an EEO counselor.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. I made a joke of the behavior.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. I went along with the behavior.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. I changed jobs.....	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. I transferred, disciplined, or gave a poor performance rating to the person(s).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
j. I did something other than the actions listed above. (Please explain on page 11.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

28. Did any of the following changes happen in your work situation as a result of the unwanted attention? Mark all that apply.

My work assignments or working conditions got worse. . ☐

I was denied a promotion, pay increase, good performance rating, or good reference. ☐

I was reassigned, detailed, or transferred against my wishes. ☐

I was fired. ☐

I transferred or quit to take another job. ☐

I quit without having another job to go to. ☐

My work assignments or working conditions got better. . ☐

I received a promotion, pay increase, good performance rating, or good reference. ☐

No changes occurred in my work situation. ☐

Other. (Please explain on page 11.) ☐

29. Did you take any formal actions? ☐

No. (Please skip to question 32.) ☐

Yes ☐

30. What formal action(s) did you take? Mark all that apply.

For each action you took, what effect did it have?

Mark one response for each action you took.	Made things worse	Made no difference	Made things better
I took this action			
a. I requested an investigation by my organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. I requested an investigation by an outside agency.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. I filed a grievance or adverse action appeal.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. I filed a discrimination complaint or lawsuit.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Other. (Please explain on page 11.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. None of the above. Mark here. (Please skip to question 32.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

31. How did your agency's management respond to the formal action you took? Mark all that apply.

I did not take formal action. ☐

They found my complaint to be true. ☐

They found my complaint to be false. ☐

They corrected the situation. ☐

They took action against the person(s) who harassed me. ☐

They were hostile or took action against me. ☐

They did nothing. ☐

The action is still being processed. ☐

I don't know whether management did anything. ☐

32. What were your reasons for not taking any formal actions? **Mark all that apply.**
- I did take formal action. ☐
- Other action(s) resolved the situation to my satisfaction. ☐
- I did not know what actions to take or did not know how to take them. ☐
- I did not think it was serious enough. ☐
- I did not want to hurt the person who had bothered me. ☐
- I was too embarrassed. ☐
- I did not think anything would be done. ☐
- I thought it would take too much time and effort. ☐
- I thought I would be blamed. ☐
- I thought it would make my work situation unpleasant. ☐
- I thought it would adversely affect my career. ☐
- I thought the situation would not be kept confidential. ☐
- I did not think I would be believed. ☐
- My supervisor was not supportive. ☐
- Other (Please explain on page 11.) ☐

33. Did you receive either medical assistance or emotional counseling as a result of the unwanted sexual attention? **Mark one response.**
- Yes, I received medical assistance. ☐
- Yes, I received emotional counseling. ☐
- Yes, I received both medical assistance and emotional counseling. ☐
- No, but emotional counseling might have been helpful. ☐
- No, but medical assistance might have been helpful. ☐
- No, but medical assistance and emotional counseling might have been helpful. ☐
- No, I did not need either medical assistance or emotional counseling. ☐

34. If you used any sick leave as a result of the unwanted sexual attention, please indicate approximately how much sick leave you used. **Mark one response.**
- I used no sick leave as a result of the unwanted sexual attention. ☐
- I used 8 hours or less. ☐
- I used between 9 and 16 hours. ☐
- I used between 17 and 40 hours. ☐
- I used between 41 and 80 hours. ☐
- I used more than 80 hours. ☐

35. If you used any annual leave as a result of the unwanted sexual attention, please indicate approximately how much annual leave you used. **Mark one response.**
- I used no annual leave as a result of the unwanted sexual attention. ☐
- I used 8 hours or less. ☐
- I used between 9 and 16 hours. ☐
- I used between 17 and 40 hours. ☐
- I used between 41 and 80 hours. ☐
- I used more than 80 hours. ☐

36. If you used any leave without pay as a result of the unwanted sexual attention, please indicate approximately how much leave without pay you used. **Mark one response.**
- I used no leave without pay as a result of the unwanted sexual attention. ☐
- I used 8 hours or less. ☐
- I used between 9 and 16 hours. ☐
- I used between 17 and 40 hours. ☐
- I used between 41 and 80 hours. ☐
- I used more than 80 hours. ☐

37. In comparison to your normal job performance, was your productivity (i.e., either how much work you did or how well you did it) affected by the unwanted sexual attention? If so, please indicate the approximate extent your productivity was affected. (In responding to this question do not count time lost due to use of leave.) **Mark one response.**
- My productivity was not reduced. ☐
- My productivity was slightly reduced (i.e., 10 percent or less) ☐
- My productivity was noticeably reduced (i.e., 11-25 percent) ☐
- My productivity was markedly reduced (i.e., 26-50 percent) ☐
- My productivity was dramatically reduced (i.e., more than 50 percent) ☐
- Don't know/Can't judge. ☐

38. If you said that your productivity was reduced, how long did this reduction continue? **Mark one response.**
- Less than 1 week ☐
- 1 week to 1 month ☐
- 1 month to 3 months ☐
- 4 to 6 months ☐
- More than 6 months ☐
- Don't know/Can't judge ☐

Note: If you answered questions 21 through 38, it is not necessary to answer question 39.

39. Have you ever personally been the victim of sexual harassment on a job in the Federal Government?

- Yes ☐
No ☐
No opinion ☐

We would like to understand more about complaints about sexual harassment and the views of people who are complained about. The following questions ask about whether you have been accused of sexually harassing someone within the last 24 months, and what your feelings are about the situation.

40. Has anyone within the last 24 months said that you sexually harassed them?

- Yes ☐
No ☐
Don't know ☐

→ (If you answered no or don't know, please skip to question 45.)

41. Do you believe the complaint was fair?

- Yes ☐
No ☐
Unsure ☐

42. If you feel the complaint was not fair, why do you feel that way? Mark all that apply.

- There was nothing wrong with what I did. ☐
The person who accused me misunderstood my motives. ☐
The person who accused me wanted to make trouble. ☐
Other. (Please explain on page 11.) ☐

43. Who accused you of sexual harassment? Mark all that apply.

- My immediate supervisor ☐
Other higher level supervisor(s) ☐
A subordinate(s) ☐
A coworker(s) ☐
Other employee(s) ☐
Other or unknown ☐

44. How did your agency's management respond to the accusation? Mark all that apply.

- The person who accused me did not complain to agency management. ☐
Management found the charge to be true. ☐
They found the charge to be false. ☐
They took action against me. ☐
They did nothing. ☐
The action is still being processed. ☐
I don't know whether management did anything. ☐
Other. (Please explain on page 11.) ☐

Section IV: Attitudes and Beliefs About Relationships in the Workplace

The following statements describe various attitudes and beliefs some people hold about relationships in the workplace. Please mark only one response for each question.

45. In my workplace:

- Women take their jobs more seriously than men. ☐
Men take their jobs more seriously than women. ☐
Men and women take their jobs equally seriously. ☐
Don't know/can't judge ☐

Don't know/can't judge
Strongly disagree
Disagree
Neither agree nor disagree
Agree
Strongly agree

46. The workplace can be an appropriate place to develop romantic relationships. ☐ ☐ ☐ ☐ ☐ ☐

47. Employees should not be allowed to dress provocatively in the workplace. ☐ ☐ ☐ ☐ ☐ ☐

48. Some people are too quick to take offense when someone expresses a personal interest in them through looks or remarks. ☐ ☐ ☐ ☐ ☐ ☐

49. Sexual joking or conversations in which people talk about sexual issues are almost always inappropriate in the workplace. ☐ ☐ ☐ ☐ ☐ ☐

50. I don't feel comfortable complimenting the appearance of others in the workplace because my comments might be misinterpreted. ☐ ☐ ☐ ☐ ☐ ☐

51. People who receive unwanted sexual attention in the workplace have usually done something--either consciously or unconsciously--to bring it on themselves. ☐ ☐ ☐ ☐ ☐ ☐

Don't know/can't judge
Strongly disagree
Disagree
Neither agree nor disagree
Agree
Strongly agree

52. Fear of being accused of sexual harassment has made my organization an uncomfortable place to work.○○○○○○○

53. There are certain behaviors that I would consider sexual harassment even if the person doing them did not mean to be offensive.○○○○○○○

54. I would consider myself a victim of sexual harassment if I witnessed someone else in the workplace subjected to unwanted sexual attention.○○○○○○○

55. Too much attention has been paid to the issue of sexual harassment in the past several years.○○○○○○○

Don't know/can't judge
To no extent
To little extent
To a moderate extent
To a great extent

56. To what extent do you believe the normal attraction of one person for another in the workplace is misinterpreted as sexual harassment?○○○○○○○

57. To what extent do you believe that sexual harassment in the workplace is an attempt by one person to exercise power over another?○○○○○○○

58. To what extent do you believe that women use their sexuality to gain some work advantage?○○○○○○○

59. To what extent do you believe that men use their sexuality to gain some work advantage?○○○○○○○

Section V: Demographic Information

If you completed questions 21-38 (about a specific experience with unwanted sexual attention in the last 24 months), mark here (○) and answer questions 60-66 in terms of the job where that experience occurred.

If you did NOT complete questions 21-38, mark here (○) and answer questions 60-66 in terms of your current job.

60. Are (were) the people you work(ed) with during a normal work day:
All men○
More men than women○
About equal numbers of men and women○
More women than men○
All women○

61. Is (was) your immediate supervisor:
Male○
Female○

62. How would you describe your job? Mark one response.
Trainee○
Blue collar/service jobs○
Office/clerical/technician○
Professional/scientific○
Administrative/management○
Other○

63. Are (were) you a supervisor who gives (gave) performance ratings to other employees?
Yes○
No○

64. What is (was) your marital status?
Single○
Divorced or Separated○
Married○
Widowed○

65. What is (was) the highest level of education that you completed?
Less than a high school diploma.○
High school diploma or GED (General Equivalency Diploma).○
High school diploma plus some technical training or apprenticeship.○
Some college.○
Graduated from college (B.A., B.S. or some other bachelor's degree).○
Some graduate school.○
Graduate or professional degree.○

66. What is (was) your age?

- 16-19 ☐
20-24 ☐
25-34 ☐
35-44 ☐
45-54 ☐
55 or older ☐

Please answer the following questions in terms of your current job.

67. What is your pay category or classification? Mark one response.

- General Schedule (GS, GM, GG, GW, etc.) ☐
Wage System (WG, WL, WS, etc.) ☐
Executive (ES, EX, ST, etc.) ☐
Other ☐

68. What is your pay grade? For example, GS-5, WG-3.

Mark one response.

- 1-4 ☐
5-10 ☐
11-12 ☐
13-15 ☐
Higher than 15 (SES, EX, etc.) ☐

69. What is your sex?

- Male ☐
Female ☐

70. In which agency do you work?

- Agriculture ☐
Commerce ☐
Air Force ☐
Army ☐
Navy ☐
Other DoD ☐
Education ☐
Energy ☐
Environmental Protection Agency ☐
General Services Administration ☐
Health and Human Services ☐
Housing and Urban Development ☐
Interior ☐
Justice ☐
Labor ☐
National Aeronautics and Space Administration ☐
Office of Personnel Management ☐
Small Business Administration ☐
State ☐
Transportation ☐
Treasury ☐
Veterans Affairs ☐
Other ☐

comments, please use this space and the back of this page. If there isn't enough space, please continue your comments on a separate sheet.

72. Are there any actions not listed in this survey that you believe agencies or supervisors could take to reduce the problem of sexual harassment? Please explain.

**This completes the questionnaire. Thank you very much
for taking the time to help us with this project.**

Please seal the questionnaire in the prepaid envelope and return it to the private contractor below who is processing the results:

Research Applications, Inc.
414 Hungerford Drive, Suite 220
Rockville, MD 20850-4125
Attn: MSPB-SH3



APPENDIX 2



SEXUAL HARASSMENT 1994

TITLE	#CHARS	STARTING	ENDING	RECORD NO.	COMMENTS
			0		
Control block	21	1	21	1	
Question 1 a	1	22	22		
Question b	1	23	23		
Question 2 a	1	24	24		
Question b	1	25	25		
Question 3 a	1	26	26		
Question b	1	27	27		
Question 4 a	1	28	28		
Question b	1	29	29		
Question 5 a	1	30	30		
Question b	1	31	31		
Question 6 a	1	32	32		
Question b	1	33	33		
Question 7	1	34	34		
Question 8	1	35	35		
Question 9	1	36	36		
Question 10	1	37	37		
Question 11	4	38	41		
Question 12	1	42	42		
Question 13	1	43	43		
Question 14	1	44	44		
Question 15	1	45	45		
Question 16	1	46	46		
Question 17	8	47	54		
Question 18	10	55	64		
Question 19	1	65	65		
Question 20 a	1	66	66		
Question b	1	67	67		
Question c	1	68	68		
Question d	1	69	69		
Question e	1	70	70		
Question f	1	71	71		
Question g	1	72	72		
Question h	1	73	73		
Question 21	1	74	74		
Question 22	6	75	80		
Question 22 (cont)	2	1	2	2	
Question 23	1	3	3		
Question 24	1	4	4		
Question 25	6	5	10		
Question 26	1	11	11		
Question 27 a	2	12	13		
Question b	2	14	15		
Question c	2	16	17		
Question d	2	18	19		
Question e	2	20	21		
Question f	2	22	23		
Question g	2	24	25		
Question h	2	26	27		
Question i	2	28	29		
Question j	2	30	31		



TITLE	#CHARS	STARTING	ENDING	RECORD NO.	COMMENTS
Question 28	10	32	41	2	
Question 29	1	42	42		
Question 30 a	2	43	44	3	
Question b	2	45	46		
Question c	2	47	48		
Question d	2	49	50		
Question e	2	51	52		
Question f	1	53	53		
Question 31	9	54	62		
Question 32	15	63	77		
Question 33	1	78	78		
Question 34	1	79	79		
Question 35	1	80	80		
Question 36	1	1	1		
Question 37	1	2	2		
Question 38	1	3	3		
Question 39	1	4	4		
Question 40	1	5	5		
Question 41	1	6	6		
Question 42	4	7	10		
Question 43	6	11	16		
Question 44	8	17	24		
Question 45	1	25	25		
Question 46	1	26	26		
Question 47	1	27	27		
Question 48	1	28	28		
Question 49	1	29	29		
Question 50	1	30	30		
Question 51	1	31	31		
Question 52	1	32	32		
Question 53	1	33	33		
Question 54	1	34	34		
Question 55	1	35	35		
Question 56	1	36	36		
Question 57	1	37	37		
Question 58	1	38	38		
Question 59	1	39	39		
Section 5 a	1	40	40		
Section 5 b	1	41	41		
Question 60	1	42	42		
Question 61	1	43	43		
Question 62	1	44	44		
Question 63	1	45	45		
Question 64	1	46	46		
Question 65	1	47	47		
Question 66	1	48	48		
Question 67	1	49	49		
Question 68	1	50	50		
Question 69	1	51	51		
Question 70	2	52	53		

1994 SEXUAL HARASSMENT SURVEY

STRATIFICATION TABLE

SUBSTRATA

STRATA

<u>AGENCY</u>	<u>GS/GM 11-15 & SES MALES</u>	<u>GS/GM 11-15 & SES FEMALES</u>	<u>GS 1-10</u>	<u>Males WG/WS/WL</u>	<u>Females WG/WS/WL</u>
Agriculture	1	24	47	70	93
Commerce	2	25	48	71	94
Air Force	3	26	49	72	95
Army	4	27	50	73	96
Navy	5	28	51	74	97
Other DoD	6	29	52	75	98
Education	7	30	53	76	99
Energy	8	31	54	77	100
EPA	9	32	55	78	101
GSA	10	33	56	79	102
HHS	11	34	57	80	103
HUD	12	35	58	81	104
Interior	13	36	59	82	105
Justice	14	37	60	83	106
Labor	15	38	61	84	107
NASA	16	39	62	85	108
OPM	17	40	63	86	109
SBA	18	41	64	87	110
State	19	42	65	88	111
Transportation	20	43	66	89	112
Treasury	21	44	67	90	113
VA	22	45	68	91	114
Other	23	46	69	92	115
Number of persons to be selected per substratum	125	100	250	110	60

**1994 SEXUAL HARASSMENT SURVEY
STRATA POPULATION AND RETURN COUNTS**

Stratum #	Population	Returns
..... 1.....	30861	100
..... 2.....	11536	76
..... 3.....	39611	82
..... 4.....	65835	95
..... 5.....	70528	65
..... 6.....	33506	83
..... 7.....	1553	83
..... 8.....	9568	92
..... 9.....	7940	77
.... 10.....	5447	70
.... 11.....	22645	86
.... 12.....	4765	82
.... 13.....	21569	102
.... 14.....	19925	80
.... 15.....	7743	86
.... 16.....	14873	85
.... 17.....	1577	64
.... 18.....	1621	80
.... 19.....	3583	36
.... 20.....	42068	78
.... 21.....	42321	92
.... 22.....	24619	87
.... 23.....	19476	70
.... 24.....	9697	77
.... 25.....	4107	60
.... 26.....	13756	68
.... 27.....	24780	71
.... 28.....	22374	64
.... 29.....	15888	72
.... 30.....	1709	69
.... 31.....	3679	74
.... 32.....	4982	69
.... 33.....	3519	74
.... 34.....	20914	87
.... 35.....	3868	71
.... 36.....	6572	61
.... 37.....	8093	76
.... 38.....	3826	66
.... 39.....	4046	68
.... 40.....	1311	43
.... 41.....	853	73
.... 42.....	1920	42
.... 43.....	8761	65
.... 44.....	24428	80
.... 45.....	13245	65
.... 46.....	11214	70
.... 47.....	50594	162
.... 48.....	10161	106

Stratum #	Population	Returns
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.... 49.....	61067	151
.... 50.....	102469	148
.... 51.....	75157	107
.... 52.....	46018	140
.... 53.....	1300	102
.... 54.....	4374	161
.... 55.....	3626	113
.... 56.....	5876	149
.... 57.....	64183	83
.... 58.....	4092	113
.... 59.....	25062	134
.... 60.....	31858	141
.... 61.....	4406	124
.... 62.....	4454	133
.... 63.....	2446	125
.... 64.....	1317	151
.... 65.....	2426	80
.... 66.....	12519	127
.... 67.....	63542	152
.... 68.....	102715	133
.... 69.....	16617	153
.... 70.....	1747	41
.... 71.....	884	34
.... 72.....	56734	55
.... 73.....	55780	48
.... 74.....	72528	45
.... 75.....	16891	56
.... 76.....	8	1
.... 77.....	1434	44
.... 78.....	39	19
.... 79.....	3912	36
.... 80.....	2591	26
.... 81.....	22	7
.... 82.....	6580	57
.... 83.....	2963	64
.... 84.....	34	11
.... 85.....	619	43
.... 86.....	53	16
.... 87.....	5	0
.... 88.....	71	21
.... 89.....	2884	48
.... 90.....	3110	39
.... 91.....	23526	56
.... 92.....	1634	43
.... 93.....	123	23
.... 94.....	95	13
.... 95.....	4103	30
.... 96.....	3134	30
.... 97.....	4860	16
.... 98.....	4338	26
.... 99.....	3	3

Stratum #	Population	Returns
... 100.....	71	32
... 101.....	3	3
... 102.....	386	21
... 103.....	670	9
... 104.....	0	0
... 105.....	259	31
... 106.....	193	32
... 107.....	7	1
... 108.....	37	24
... 109.....	8	2
... 110.....	1	1
... 111.....	14	2
... 112.....	66	29
... 113.....	603	14
... 114.....	6348	25
... 115.....	298	40
.... **		460
TOTAL.....	1692664	8081

** These respondents did not complete all of the demographic questions on the survey necessary for assigning them to a stratum. Therefore, they are placed in a separate stratum for weighting purposes.

APPENDIX 3

**1994 SEXUAL HARASSMENT SURVEY
SURVEY QUESTION NUMBERS AND CORRESPONDING SPSS FILE
DESIGNATORS**

Survey Question #	SPSS Variable NAME
1a	Q101
1b	Q102
2a	Q201
2b	Q202
3a	Q301
3b	Q302
4a	Q401
4b	Q402
5a	Q501
5b	Q502
6a	Q601
6b	Q602
7	Q7
8	Q8
9	Q9
10	Q10
11*	Q1101 to Q1104
12	Q12
13	Q13
14	Q14
15	Q15
16	Q16
17*	Q1701 to Q1708
18*	Q1801 to Q1810
19	Q19
20a	Q2001
20b	Q2002
20c	Q2003
20d	Q2004
20e	Q2005
20f	Q2006
20g	Q2007
20h	Q2008
21	Q21
22*	Q2201 to Q2208
23	Q23
24	Q24
25*	Q2501 to Q2506
26	Q26
27a*	Q27101 to Q27102
27b*	Q27201 to Q27202
27c*	Q27301 to Q27302
27d*	Q27401 to Q27402
27e*	Q27501 to Q27502
27f*	Q27601 to Q27602

* Because respondents can "mark all that apply," each response to this question is treated as a separate question for analysis purposes.

Survey Question #	SPSS Variable NAME
27g*	Q27701 to Q27702
27h*	Q27801 to Q27802
27i*	Q27901 to Q27902
27j*	Q271001 to Q271002
28*	Q2801 to Q2810
29	Q29
30a*	Q30101 to Q30102
30b*	Q30201 to Q30202
30c*	Q30301 to Q30302
30d*	Q30401 to Q30402
30e*	Q30501 to Q30502
30f	Q30601
31*	Q3101 to Q3109
32*	Q3201 to Q3215
33	Q33
34	Q34
35	Q35
36	Q36
37	Q37
38	Q38
39	Q39
40	Q40
41	Q41
42*	Q4201 to Q4204
43*	Q4301 to Q4306
44*	Q4401 to Q4408
45	Q45
46	Q46
47	Q47
48	Q48
49	Q49
50	Q50
51	Q51
52	Q52
53	Q53
54	Q54
55	Q55
56	Q56
57	Q57
58	Q58
59	Q59
60-66 are about job during sexual harassment experience	Q2YR
60-66 are about current job	QCURRENT
60	Q60
61	Q61
62	Q62
63	Q63
64	Q64
65	Q65

* Because respondents can "mark all that apply," each response to this question is treated as a separate question for analysis purposes.

Survey Question #

SPSS Variable NAME

66

Q66

67

Q67

68

Q68

69

Q69

70

Q70