

Initial Employee Survey

Exciting news! We're launching the Reusable Workplace Program at [name of workplace].

This initiative will help us reduce single-use cups and containers by making reusables the norm.

To get started, we need your input! Please take our quick, confidential **5-minute survey** to share how you currently use single-use items.

Let's make reusables a workplace habit—together.

Should you have any questions, please contact [name of the project lead] at [their email address].

We look forward to working with you.

* Indicates required question

1. Which days do you normally work at the [name of workplace]? *

Check all that apply.

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday
- ☐ Friday

2. How do you normally have coffee/drinks while working?

Check all that apply.

- ☐ Make in the office kitchen
- ☐ Dine-in at a local cafe
- ☐ Takeaway from a local cafe

3. If you order takeaway from cafes, what are your ordering habits? Check any that apply

Check all that apply.

- ☐ In the morning on the way to the office
- ☐ During work breaks
- ☐ On the way to/from off-site meetings
- ☐ Leaving the office at the end of the day

4. If you buy a coffee/drink on the way to work, do you take a reusable cup/mug with you?

Mark only one oval.

- ☐ Always
- ☐ Most of the time
- ☐ Some of the time
- ☐ When I remember
- ☐ Never

5. If you takeaway while working, do you BYO reusable cup or mug to buy your coffee/drink?

Mark only one oval.

- ☐ Always
- ☐ Most of the time
- ☐ Some of the time
- ☐ When I remember
- ☐ Never

6. *If yes to answer 1-4 at previous questions:* If you forget your reusable cup, which are you most likely to do?

Mark only one oval.

- ☐ Dine-in
- ☐ Not get a drink
- ☐ Use a single-use cup
- ☐ Seek out a cafe with a cup library or reusable network
- ☐ Make a coffee/tea in the office kitchen

7. What helps/would help you remember your cup?

8. Were you aware that single-use coffee cups contain a plastic lining?

Mark only one oval.

- ☐ Yes
- ☐ No

9. On a scale from 1-5 where 1 is 'not at all concerned', 3 is 'neutral/don't know' and 5 is 'extremely concerned, how concerned are you about the environmental impacts of single-use plastic?

Mark only one oval.

1 2 3 4 5

Not ☐ ☐ ☐ ☐ ☐ Extremely concerned

10. On a scale from 1-5 where 1 is 'not at all informed', 3 is 'neutral/don't know', and 5 is 'extremely well informed', how well informed do you feel you are on the impacts of single-use plastic on our environment?

Mark only one oval.

	1	2	3	4	5	
Not	☐	☐	☐	☐	☐	Extremely well informed

11. Which cafes do you frequent when you are in the office?

12. What barriers do you have to using reusable cups?

Check all that apply.

- ☐ Remembering the cup
- ☐ Concerns over cleanliness
- ☐ Having to wash the cup
- ☐ Having to store the cup
- ☐ Having to carry the cup
- ☐ Other: _____

13. Do you carry and use any of the following reusable items?

Check all that apply.

- ☐ Food container
- ☐ Cutlery
- ☐ Water bottle
- ☐ Straw
- ☐ Cold cup
- ☐ Carry bag

14. Would you be open to using these or other reusable items? Why or why not?

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