

Average Vehicle Ridership Survey Form

Employee Information:

Name _____		Dept. _____	Home Zip Code _____
Signature _____	Date _____	Survey Start Date _____	Survey End Date _____

Instructions:

1. Please indicate how you travel to and/or from work during the survey week.
2. Use the legend to determine the appropriate letters that represent how you travel to and from work.
3. Write those letters in the boxes below for each day of the survey week.
4. Complete the survey for both the morning and evening commute periods.

Morning Commute Period: 6:00am-10:00am

Write the letters in the boxes below that indicate how you got to or from work during the survey week for the morning commute period. If you do not arrive or depart work within the specified window, write CC.

Day 1	Day 2	Day 3	Day 4	Day 5

Evening Commute Period: 3:00pm-7:00pm

Write the letters in the boxes below that indicate how you got to or from work during the survey week for the evening commute period. If you do not arrive or depart work within the specified window, write CC.

Day 1	Day 2	Day 3	Day 4	Day 5

Transportation Modes Legend

Vehicles

- A. Zero Emission Vehicle
- B. Bus
- C. Rail
- D. Walk
- E. Bicycle (Personal)
- EE. Bike Share
- F. Telecommute
- G. Noncommute
- H. Drive Alone
- I. Motorcycle
- J. 2 Person Carpool
- K. 3 Person Carpool

- L. 4 Person Carpool
- M. 5 Person Carpool
- N. 6 Person Carpool
- O. 7 Person Carpool
- P. 8 Person Carpool
- Q. 9 Person Carpool
- R. 10 Person Carpool
- S. 11 Person Carpool
- T. 12 Person Carpool
- U. 13 Person Carpool
- V. 14 Person Carpool
- W. 15 Person Carpool

Compressed Work Week

- X. 3/36 Work Week –Day Off
- Y. 4/40 Work Week –Day Off
- Z. 9/80 Work Week –Day Off

Days Off/Other

- AA. Vacation Day
- BB. Sick Day
- CC. Arrive/Depart Outside of Window, or Other

AVR Survey

Helpful Definitions

The AVR survey form collects information on how you get to and from work. Please complete the entire survey. Below are some helpful definitions.

Commute Period: Specific time of day that this survey asks about. If you commute to/from work during either commute periods, then enter the letter that represents the type of transportation you used. There are letters that represent days off as well as commuting outside the survey period.

- Morning Commute Period: 6:00 a.m. – 10:00 a.m.
- Evening Commute Period: 3:00 p.m. – 7:00 p.m.

Zero Emission Vehicle: If you drive in a zero emission vehicle use the letter "A". If you drive alone or if you carpool in a zero emission vehicle, still only write the letter "A". A hybrid is not considered a zero emission vehicle. However, plug-in hybrids that are able to reach the worksite while only using the electric charge can be considered zero emission vehicles.

Bike Share: A *bike share* is a public service wherein people can take bikes from self-service stations and ride them throughout the City for a nominal fee. The City of Santa Monica provides Breeze Bike Share to residents and visitors to use as they please. Write EE for every day you commute to/from work by bike share.

Telecommute: Telecommuting is when you work from home or a satellite work location for the entire day. The commute to the work location must be at least %50 shorter than the standard commute to the primary worksite. Write the letter F for every day you telecommute.

Non-commute: Workers who are on business trip or sleep at the worksite (such as firefighters, hospital workers, airline employees, etc.) are considered *non-commuters*.

Compressed Work Week: A work schedule when employees work more hours on fewer days and receive extra days off in exchange. Mark on your survey for the days you have off during your compressed work week. There are three types of compressed work weeks:

- 3/36: Employee works three 12-hour shifts and has 4 days off in one week
- 4/40: Employee works four 10-hour shifts and has 3 days off in one week.
- 9/80: Employee works 80 hours over 9 work days and gets an extra day off.

Other: If you were absent from work for any reason that does not correspond to any other letter, write "CC". Examples include, but are not limited to:

- Jury Duty
- Military Duty
- Regular Day Off (not including compressed work week)
- Bereavement
- Medical Leave

If you have any questions regarding the survey form, ask your ETC.