

## Iowa Department of Transportation

### Core Values Feedback Tool

Mail the completed form to David Putz, at the central complex in Ames, or send it as an email attachment to david.putz@dot.iowa.gov.

For each core value listed, there are five behaviors Iowa DOT employees should be committing to in their day-to-day work. In the right-hand column, rate how often the following behaviors are practiced in your workplace, where **1 = Never, 2 = Rarely, 3 = Occasionally, 4 = Frequently, 5 = Always**.

(1 = Never, 2 = Rarely, 3 = Occasionally, 4 = Frequently, 5 = Always)

**Rating**

<b>Safety</b>	
We understand and follow the procedures developed to keep employees safe.	
We look out for the welfare of ourselves, co-workers, and customers.	
We listen to concerns and observations raised by others.	
We review situations for potential dangers.	
We continually work to improve safety performance in our area.	
<b>Respect</b>	
We listen to understand.	
We treat co-workers as we expect to be treated.	
We learn from the diversity in the workplace.	
We act in a professional manner.	
We are open to the questions of others.	
<b>Integrity</b>	
We always act in an ethical manner.	
We act as we expect others to act.	
We follow through on the things we have committed to.	
We respond to communication in a timely fashion.	
We deal with people honestly and directly.	
<b>Teamwork</b>	
We value the input of those we work with.	
We work to accomplish the goals set by and for the people we work with.	
We work collaboratively with others.	
We encourage open discussion.	
We hold ourselves and others accountable.	
<b>Leadership</b>	
We take advantage of opportunities to improve.	
We focus on those things that are important.	
We take responsibility for our work and that of our work unit.	
We have the courage to raise questions.	
We encourage and support findings ways to better serve our customers.	

**Cost center number  
(six-digit number): \_\_\_\_\_**