Hi everyone. My name is Melinda L. I am an industrial organizational psychologist that has been hired by Amazon to evaluate the work from home policy that has been implemented for this facility. My job is to find out if this policy has increased production.  In order to do this as accurately as possible, I will be reviewing a variety of things (such as employee records), as well as interviewing employees and supervisors.  We will be conducting small group interviews as well as providing a survey on the values and limits of the work from home policy for each employee to complete. Every survey will be anonymous.  When results of the entire evaluation become available to me, I will promptly notify the appropriate person(s).

It is my responsibility as the Industrial Organizational Psychologist to give an accurate and fair evaluation, that is why I will be as thorough as possible. I am also responsible for your privacy so in order to ensure that, every survey will be handed out with an envelope. No other employee or supervisor will be able to read your answers.  Before beginning any interviews or surveys, each employee will need to fill out a consent form stating that they have been informed of everything that will take place. While we encourage each one of you to participate, as it will greatly increase the accuracy of the results, it is not required.  According to the Ethical Principles of Psychologists and Code of Conduct, “When psychologists agree to provide services to a person or entity at the request of a third party, psychologists attempt to clarify at the outset of the service the nature of the relationship with all individuals or organizations involved (APA, 2017),” therefore, each employee will receive a form that includes everything that will happen and what I will be doing. We value your feedback, so any questions or comments that you feel you may want to contribute is highly encouraged. This evaluation not only helps the company to find out where improvements are needed, it also helps employees to see what they may need from the company.

References:

American Psychological Association. (2017). Ethical principles of psychologists and code of conduct (2002, amended effective June 1, 2010, and January 1, 2017). [http://www.apa.org/ethics/code/index.html (Links to an external site.)](http://www.apa.org/ethics/code/index.html)