

Biorisk Management Perception Survey

To gain a better understanding of the perceived implementation and effectiveness of your institution's Biorisk Management System, participants at your institution will complete the Biorisk Management Perception Survey

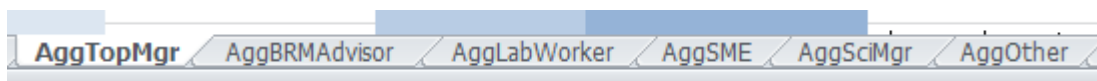
Administering the Biorisk Management Perception Survey

1. Pass out the Biorisk Management Perception Survey. Ask participants to indicate their role within the institution in the space indicated at the top of the page. Select a role from the following options:
 - Top Manager
 - Biorisk Management Advisor
 - Lab Worker
 - Outside Subject Matter Expert (SME)
 - Scientific Manager
 - Other
2. Ask participants to respond to the statements based on their awareness of these practices within their institutions.
3. Collect all the surveys from participants.

Now that you have completed the Biorisk Management Perception Survey, it is time to enter the data into the spreadsheet.

Recording the Biorisk Management Perception Survey

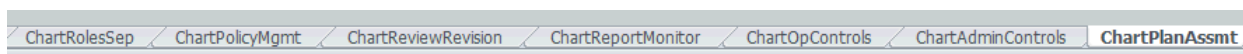
1. Find the "BRM Perception Survey Analysis Template" in the "_____".
This template will open in Excel.
2. Separate the surveys by role.
3. Select the appropriate role from the tabs along the bottom of the window.



4. For that role, count the number of times each different response was selected (for a single question) and enter that number in the appropriate column.

(Phase I - perceptual audit - Mgmt/SME/BRMA/wF)	I don't know	No	Needs work	Neutral	Mostly in place	Yes
Does your organization have a procedure for reporting the use or acquisition of new biological materials as part of your work?	0	0	0	0	0	0

5. Repeat for all questions.
6. Continue on to the next role by selecting the appropriate tab along the bottom of the window.
7. Repeat steps 4 and 5 for each role.
8. Entering this data will populate the charts in the remaining taps.



Note: The first chart examines the responses of all roles across all domains (Policy and General Management, Review and Revision, Reporting, Monitoring, and Response, Operational Controls, Administrative Controls, and Planning and Assessment). The subsequent charts examine the responses of all roles within each domain.

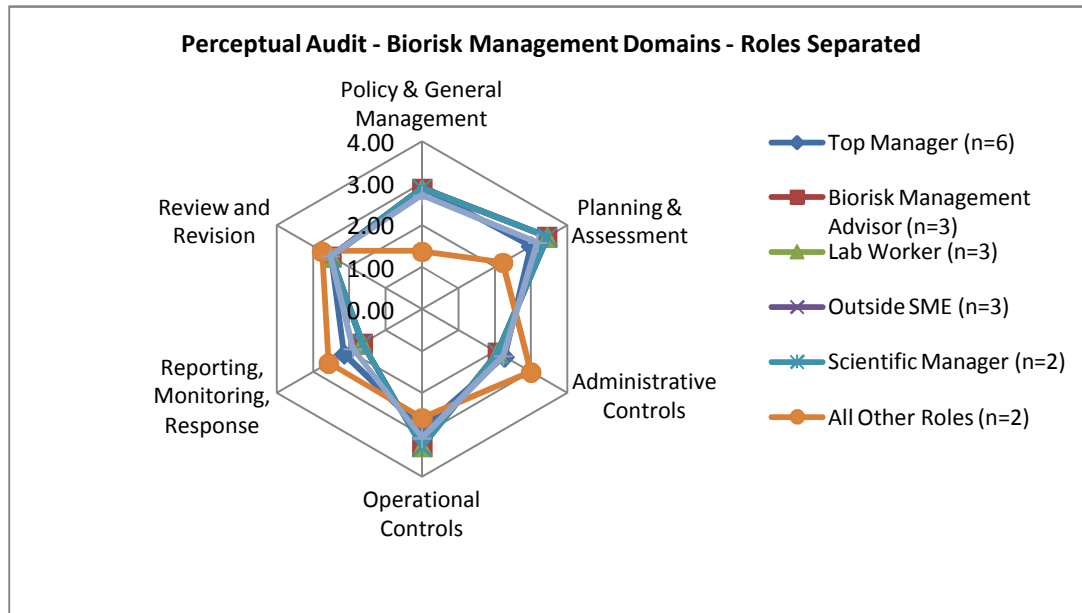
After Excel has generated the appropriate graphs, it is important to understand the analysis performed and what the results mean.

Understanding the Biorisk Management Perception Survey Results

1. The first graph generated by Excel shows the responses of all roles (listed on the right hand side) across all domains (i.e. Planning & Assessment, Administrative Controls, etc. - listed on the outer portion of the graph). As seen in the sample graph below, each role's average score for each domain is represented by a unique symbol and color. These scores were generated by assigning the qualitative responses ("I don't know," "No," "Needs Work," "Neutral," "Mostly in Place," and "Yes") on the survey, which corresponded to values of 0 through 5, respectively.
2. The higher scores (on the outer portion of the graph) reflect a perception of **more** biorisk management implementation within that domain compared to the lower scores (on the inner portion of the graph), which reflect a perception of **less** biorisk management implementation within that domain. These scores are graphically

represented using concentric shapes that connect the scores for each domain for each role.

- The roles who perceive the **most** biorisk management implementation will have higher scores toward the outer portion of the graph. Consequently, the roles who perceive the **least** biorisk management implementation will have lower scores toward the inner portion of the graph.



- The subsequent graphs (example below) show the responses of all roles (listed on the right hand side) within a specific domain (i.e. the Planning & Assessment domain – listed as the title). The domain is broken out into subdomains (i.e. Risk Assessment, Work Program ID, etc. - listed on the outer portion of the graph). Scores were generated using the same quantitative scale as before.
- Similarly, the higher scores (on the outer portion of the graph) reflect a perception of **more** biorisk management implementation within that subdomain compared to the lower scores (on the inner portion of the graph), which reflect a perception of **less** biorisk management implementation within that subdomain. These scores are graphically represented using concentric shapes that connect the scores for each subdomain for each role.

6. The roles who perceive the **most** biorisk management implementation will have higher scores toward the outer portion of the graph. Consequently, the roles who perceive the **least** biorisk management implementation will have lower scores toward the inner portion of the graph.
7. The perceptual survey is useful as a starting point to develop training based on the content within a particular domain or subdomain for a specific role. For example, in the graph shown below, training on Hazard ID/Inventory could be targeted to the “all other roles” (low score). The Top Manager may need a refresher course (median score) whereas all of the other roles surveyed might only need a reminder about Hazard ID/Inventory (relatively high score). Furthermore, training on risk assessment may be targeted for all roles (all relatively low scores).
8. Overall, the perceptual survey works as a tool to identify areas (Domains and Subdomains) where biorisk management could be improved according to people’s perceptions. It should be noted that this survey is only one means for assessment and may not constitute actual needs within a facility, thus additional assessment tools and data are recommended.

