SOUTH CAROLINA GENERAL ASSEMBLY
Legislative Audit Council
Independence, Reliability, Integrity
LAC

Memorandum

Date: May 28, 2008

To: Daniel Murphy, Inspector General, SCDC

From: Perry Simpson, Audit Manager

Subject: SCDC Employee Survey

Attached please find a draft copy of the SCDC employee survey and pre-notification e-mail. As discussed in our May 6 letter to Mr. Ozmint, we are conducting this survey to help us address our audit objective concerning personnel practices. Please review this survey and let me know if you have any comments or questions. After receiving your comments, we will prepare the final draft of these documents. We hope to be able to send this survey to SCDC staff in early June.

Thank you for your cooperation.

/cp
attachments

LAC.SC.GOV
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INITIAL COVER LETTER

<address>

Dear :

As part of a study of the South Carolina Department of Corrections, the South Carolina Legislative Audit Council is conducting a survey of the opinions of SCDC employees. You have been selected to participate in this survey. I would appreciate it if you would complete the enclosed questionnaire and return it in the envelope provided by June 23 to the University of South Carolina, which is assisting in this study.

The results will be used to identify ways to improve conditions at the SCDC. Your responses are important, since they represent you and other employees who have similar opinions and experiences.

The information you provide will be completely confidential. It will be compiled with data from other respondents and will be reported only in summary form. No information that would identify the responses of any individual will be reported.

If you have questions about this study, please call Perry Simpson, Audit Manager, or Stephanie Kurzeja, Auditor, at (803) 253-7612.

I appreciate your assistance with this study.

Sincerely,

Perry K. Simpson
Audit Manager

To All SCDC employees:

As part of a study of the Department of Corrections (SCDC), the South Carolina Legislative Audit Council (LAC) is conducting a survey of randomly selected SCDC employees concerning their work experiences and attitudes. If you have been selected to participate in this survey, a questionnaire will be mailed to you within the next several days. The LAC would appreciate your cooperation in completing this survey. All responses to this survey will be completely confidential and the results will help the LAC in evaluating working conditions at the SCDC. Thank you for your assistance.

George L. Schroeder
Director
Legislative Audit Council