

***The 2017 Federal Employee Viewpoint Survey (FEVS)  
Federal Maritime Commission Results  
2015 and 2016 Positive Trend Lines Continue***

The Partnership for Public Service recognized the Federal Maritime Commission (FMC or Commission) in 2015 as the Most Improved Small Agency. In 2016, the Office of Personnel Management (OPM) commended the Commission for, again, substantial increases in the FEVS scores. Among small agencies, OPM recognized the FMC for having the largest increase under the New IQ in the area of Fairness (Are all employees treated equitably?), the 3<sup>rd</sup> largest increase in the area of Open (Does management support diversity in all ways?), and 2<sup>nd</sup> largest increase in the overall Employee Engagement Index.

**For 2017, the FEVS results showed continued positive momentum.**

- 75% of employees surveyed chose to participate – an increase of 4% over 2016.
- The overall Employee Engagement Index increased by 3%.
- The FMC increased the number of items identified as Strengths from 43 to 47. (Items that are rated at 65% positive or higher are considered strengths.)
- The FMC decreased the number of items identified as Challenges from 2 to **ZERO**. (Items that are 35 percent or more negative are considered a challenge.)

For the 2017 FEVS, the FMC included Agency Specific Questions to further define and refine the Commission's employee engagement strategy.

- 73% positive response: *Overall, I believe the FMC is headed in the right direction in its efforts to create a more positive working environment.*
- 60% positive response: *I trust my leaders to assist me through counseling, training, and opportunities to advance my career in my agency.*
- 62% positive response: *In my Office/Bureau, policies and practices are applied in a fair and equitable manner to all employees.*

Moving forward, the Commission will continue to build on these successes and work even harder to increase Employee Engagement. A cornerstone to the Commission's efforts is the Workforce Improvement Plan (WIP). The WIP identifies and communicates the projects and initiatives the Senior managers have already or are considering to undertake to improve and support a positive and effective working environment and engaged employees. With guidance and approval of the Chairman's office, the WIP is updated annually to incorporate input from the entire agency.

Examples of previous WIP Initiatives include: creation of an Employee Suggestion Program; creation of a Peer Recognition Program; creation of a Fitness Program; creation of an Employee Handbook; Commission-wide deployment of Crucial Conversations training; Training Needs Survey; creation of Writing Effective Performance Narratives and Delivering Meaningful Performance Feedback training; and, modernization of the Telework Program.

As a team, the Commission family has every reason to be proud of our employee engagement initiatives and the very positive results those efforts have shown. While much improvement has been made I know there is much work ahead. Together, we can achieve our goal—make the FMC the Best Small Agency in the Federal Government.

Michael A. Khouri  
Acting Chairman  
Federal Maritime Commission

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Item	Item Text	2017 Percent Positive	Strongly Agree/ Very Good/ Very Satisfied	Agree/ Good/ Satisfied	Neither Agree nor Disagree/ Fair/ Neither Satisfied nor Dissatisfied	Disagree/ Poor/ Dissatisfied	Strongly Disagree/ Very Poor/ Very Dissatisfied	Percent Negative	Strongly Agree/ Very Good/ Very Satisfied	Agree/ Good/ Satisfied	Neither Agree nor Disagree/ Fair/ Neither Satisfied nor Dissatisfied	Disagree/ Poor/ Dissatisfied	Strongly Disagree/ Very Poor/ Very Dissatisfied	Item Response Total**	Do Not Know/ No Basis to Judge	2016 Percent Positive	Increase or Decrease from 2016
1	*I am given a real opportunity to improve my skills in my organization.	69.94%	31.27%	38.67%	15.30%	6.26%	8.50%	14.76%	24	29	11	5	6	75	N/A	67.57%	2.37%
2	I have enough information to do my job well.	72.55%	26.46%	46.09%	13.78%	5.45%	8.22%	13.67%	20	35	10	4	6	75	N/A	74.52%	1.97%
3	I feel encouraged to come up with new and better ways of doing things.	67.17%	31.55%	35.62%	10.21%	10.20%	12.42%	22.62%	24	27	7	8	9	75	N/A	63.95%	3.22%
4	My work gives me a feeling of personal accomplishment.	72.96%	33.05%	39.92%	12.01%	6.81%	8.22%	15.03%	25	30	9	5	6	75	N/A	69.83%	3.13%
5	I like the kind of work I do.	78.36%	35.74%	42.62%	9.60%	7.94%	4.10%	12.04%	27	32	7	6	3	75	N/A	78.43%	0.07%
6	I know what is expected of me on the job.	79.31%	31.47%	47.84%	7.18%	6.43%	7.08%	13.51%	24	35	5	5	5	74	N/A	78.14%	1.17%
7	When needed I am willing to put in the extra effort to get a job done.	95.90%	70.52%	25.38%	1.43%	0.00%	2.68%	2.68%	53	19	1	0	2	75	N/A	94.77%	1.13%
8	I am constantly looking for ways to do my job better.	94.47%	55.97%	38.51%	2.85%	0.00%	2.68%	2.68%	42	29	2	0	2	75	N/A	88.12%	6.35%
9	I have sufficient resources (for example, people, materials, budget) to get my job done.	63.70%	17.23%	46.47%	18.81%	9.07%	8.42%	17.49%	13	34	14	7	6	74	1	54.67%	9.03%
10	*My workload is reasonable.	74.01%	17.07%	56.94%	10.77%	11.01%	4.21%	15.23%	13	41	8	8	3	73	1	70.54%	3.47%
11	*My talents are used well in the workplace.	65.47%	20.38%	45.09%	15.57%	8.05%	10.91%	18.96%	16	34	11	6	8	75	0	61.18%	4.29%
12	*I know how my work relates to the agency's goals and priorities.	91.77%	39.54%	52.24%	4.25%	0.00%	3.97%	3.97%	30	38	3	0	3	74	1	82.09%	9.68%
13	The work I do is important.	87.55%	41.89%	45.66%	8.56%	1.19%	2.70%	3.89%	31	34	6	1	2	74	0	88.03%	0.48%
14	Physical conditions (for example, noise level, temperature, lighting, cleanliness in the workplace) allow employees to perform their jobs well.	78.47%	29.58%	48.90%	9.82%	10.27%	1.44%	11.71%	22	37	7	8	1	75	0	85.62%	7.14%
15	My performance appraisal is a fair reflection of my performance.	67.97%	29.03%	38.93%	13.94%	8.36%	9.73%	18.09%	22	28	10	6	7	73	2	64.20%	3.77%

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16	I am held accountable for achieving results.	88.82%	41.45%	47.37%	5.83%	2.65%	2.71%	5.35%	31	35	4	2	2	74	0	83.36%	5.46%
17	*I can disclose a suspected violation of any law, rule or regulation without fear of reprisal.	67.17%	37.66%	29.50%	14.92%	5.99%	11.93%	17.92%	27	20	10	4	8	69	5	63.91%	3.26%
18	My training needs are assessed.	60.47%	18.38%	42.09%	23.31%	6.34%	9.88%	16.23%	14	31	17	5	7	74	1	62.62%	2.15%
19	In my most recent performance appraisal, I understood what I had to do to be rated at different performance levels (for example, Fully Successful, Outstanding).	70.81%	30.31%	40.51%	13.14%	7.74%	8.30%	16.04%	23	28	9	6	6	72	3	66.86%	3.95%
20	*The people I work with cooperate to get the job done.	82.66%	36.90%	45.76%	7.87%	5.27%	4.20%	9.47%	28	34	6	4	3	75	N/A	79.30%	3.36%
21	My work unit is able to recruit people with the right skills.	71.77%	25.49%	46.28%	13.01%	8.02%	7.19%	15.21%	19	34	9	6	5	73	1	65.60%	6.17%
22	Promotions in my work unit are based on merit.	60.76%	23.45%	37.31%	21.84%	4.23%	13.17%	17.40%	17	26	15	3	9	70	5	56.03%	4.73%
23	In my work unit, steps are taken to deal with a poor performer who cannot or will not improve.	55.24%	18.13%	37.11%	20.37%	11.00%	13.39%	24.39%	12	24	13	7	8	64	11	40.83%	14.41%
24	*In my work unit, differences in performance are recognized in a meaningful way.	54.91%	19.49%	35.42%	19.50%	11.97%	13.62%	25.59%	14	25	13	8	9	69	6	50.48%	4.43%
25	Awards in my work unit depend on how well employees perform their jobs.	59.16%	22.50%	36.66%	24.59%	4.27%	11.98%	16.25%	16	25	17	3	8	69	6	58.92%	0.24%
26	Employees in my work unit share job knowledge with each other.	82.20%	31.19%	51.00%	5.71%	6.68%	5.42%	12.09%	24	37	4	5	4	74	0	70.10%	12.10%
27	The skill level in my work unit has improved in the past year.	73.11%	26.95%	46.16%	14.23%	6.79%	5.87%	12.66%	20	33	10	5	4	72	3	59.12%	13.99%
28	How would you rate the overall quality of work done by your work unit?	90.53%	58.39%	32.14%	2.61%	5.43%	1.44%	6.86%	44	24	2	4	1	75	N/A	77.36%	13.17%

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29	*The workforce has the job-relevant knowledge and skills necessary to accomplish organizational goals.	79.52%	26.85%	52.67%	12.92%	5.98%	1.58%	7.56%	20	38	9	4	1	72	3	77.15%	2.37%
30	Employees have a feeling of personal empowerment with respect to work processes.	56.27%	22.39%	33.88%	26.39%	5.43%	11.91%	17.34%	16	24	18	4	8	70	4	51.02%	5.25%
31	Employees are recognized for providing high quality products and services.	67.46%	16.99%	50.47%	15.73%	8.41%	8.40%	16.81%	13	38	11	6	6	74	1	62.86%	4.60%
32	Creativity and innovation are rewarded.	55.59%	18.90%	36.69%	23.47%	9.78%	11.16%	20.94%	14	27	16	7	8	72	3	55.61%	0.02%
33	Pay raises depend on how well employees perform their jobs.	50.67%	18.36%	32.31%	28.67%	10.09%	10.56%	20.65%	13	22	19	7	7	68	6	40.80%	9.87%
34	Policies and programs promote diversity in the workplace (for example, recruiting minorities and women, training in awareness of diversity issues, mentoring).	68.14%	32.38%	35.76%	21.26%	3.92%	6.68%	10.60%	25	27	15	3	5	75	0	65.75%	2.39%
35	Employees are protected from health and safety hazards on the job.	86.16%	34.04%	52.12%	5.43%	5.51%	2.90%	8.40%	26	38	4	4	2	74	1	89.52%	3.36%
36	My organization has prepared employees for potential security threats.	78.02%	20.83%	57.19%	10.61%	6.89%	4.48%	11.37%	16	40	8	5	3	72	0	86.46%	8.44%
37	Arbitrary action, personal favoritism and coercion for partisan political purposes are not tolerated.	52.47%	23.87%	28.60%	25.33%	8.59%	13.61%	22.20%	17	20	17	6	9	69	4	62.84%	10.37%
38	Prohibited Personnel Practices (for example, illegally discriminating for or against any employee/applicant, obstructing a person's right to compete for employment, knowingly violating veterans' preference requirements) are not tolerated.	63.75%	31.83%	31.92%	22.65%	7.47%	6.13%	13.60%	23	22	15	5	4	69	3	69.46%	5.71%
39	My agency is successful at accomplishing its mission.	83.29%	27.91%	55.38%	8.38%	3.83%	4.50%	8.33%	21	40	6	3	3	73	2	76.23%	7.06%

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40	*I recommend my organization as a good place to work.	62.88%	30.13%	32.76%	18.35%	11.71%	7.06%	18.77%	23	25	13	9	5	75	N/A	57.24%	5.64%
41	*I believe the results of this survey will be used to make my agency a better place to work.	63.59%	33.35%	30.24%	20.23%	4.16%	12.03%	16.18%	24	22	14	3	8	71	4	66.54%	2.95%
42	My supervisor supports my need to balance work and other life issues.	83.21%	53.56%	29.65%	5.71%	7.05%	4.03%	11.08%	40	21	4	5	3	73	1	87.04%	3.83%
43	My supervisor provides me with opportunities to demonstrate my leadership skills.	68.55%	38.41%	30.13%	13.95%	9.08%	8.43%	17.51%	29	22	10	7	6	74	1	69.69%	1.14%
44	Discussions with my supervisor about my performance are worthwhile.	71.58%	39.20%	32.38%	11.65%	6.70%	10.08%	16.78%	29	23	8	5	7	72	2	73.25%	1.67%
45	My supervisor is committed to a workforce representative of all segments of society.	69.84%	37.04%	32.80%	19.95%	4.18%	6.02%	10.20%	27	23	13	3	4	70	5	72.77%	2.93%
46	My supervisor provides me with constructive suggestions to improve my job performance.	74.00%	35.82%	38.18%	12.60%	6.60%	6.80%	13.40%	28	28	9	5	5	75	0	70.31%	3.69%
47	Supervisors in my work unit support employee development.	77.51%	42.00%	35.51%	9.81%	6.89%	5.78%	12.68%	32	25	7	5	4	73	2	71.65%	5.86%
48	My supervisor listens to what I have to say.	79.41%	40.95%	38.46%	9.55%	5.42%	5.62%	11.04%	31	28	7	4	4	74	N/A	80.27%	0.86%
49	My supervisor treats me with respect.	81.67%	46.38%	35.29%	8.67%	2.51%	7.15%	9.66%	35	26	6	2	5	74	N/A	84.05%	2.38%
50	In the last six months, my supervisor has talked with me about my performance.	81.00%	41.31%	39.70%	6.86%	9.38%	2.76%	12.14%	32	29	5	7	2	75	N/A	86.46%	5.46%
51	I have trust and confidence in my supervisor.	71.53%	43.56%	27.97%	16.43%	4.89%	7.15%	12.04%	33	20	12	4	5	74	N/A	77.44%	5.91%
52	Overall, how good a job do you feel is being done by your immediate supervisor?	80.15%	46.64%	33.51%	7.78%	7.88%	4.20%	12.07%	36	24	6	6	3	75	N/A	77.53%	2.62%

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53	In my organization, senior leaders generate high levels of motivation and commitment in the workforce.	49.76%	12.43%	37.34%	25.84%	13.14%	11.25%	24.40%	10	28	19	10	8	75	0	49.70%	0.06%
54	My organization's senior leaders maintain high standards of honesty and integrity.	60.18%	22.27%	37.91%	24.17%	5.47%	10.18%	15.65%	17	27	17	4	7	72	3	54.48%	5.70%
55	Supervisors work well with employees of different backgrounds.	74.39%	26.25%	48.13%	14.32%	2.58%	8.72%	11.30%	20	34	10	2	6	72	3	67.50%	6.89%
56	*Managers communicate the goals and priorities of the organization.	61.98%	21.46%	40.52%	24.91%	7.18%	5.94%	13.11%	16	29	17	5	4	71	4	60.08%	1.90%
57	Managers review and evaluate the organization's progress toward meeting its goals and objectives.	69.39%	21.07%	48.33%	23.34%	4.32%	2.95%	7.26%	15	33	15	3	2	68	5	66.78%	2.61%
58	Managers promote communication among different work units (for example, about projects, goals, needed resources).	58.36%	18.43%	39.93%	29.22%	5.08%	7.34%	12.42%	14	28	21	4	5	72	3	61.45%	3.09%
59	Managers support collaboration across work units to accomplish work objectives.	66.93%	23.06%	43.87%	18.92%	6.69%	7.46%	14.15%	17	31	13	5	5	71	3	65.70%	1.23%
60	Overall, how good a job do you feel is being done by the manager directly above your immediate supervisor?	79.80%	36.40%	43.40%	11.34%	4.27%	4.59%	8.86%	26	29	8	3	3	69	4	71.04%	8.76%
61	I have a high level of respect for my organization's senior leaders.	62.18%	24.58%	37.60%	22.72%	8.22%	6.88%	15.10%	19	28	17	6	5	75	0	56.28%	5.90%
62	Senior leaders demonstrate support for Work/Life programs.	67.87%	29.56%	38.31%	20.71%	7.26%	4.16%	11.42%	22	27	15	5	3	72	3	73.48%	5.61%
63	*How satisfied are you with your involvement in decisions that affect your work?	65.32%	30.67%	34.65%	15.72%	14.76%	4.20%	18.96%	24	26	11	11	3	75	N/A	67.78%	2.46%
64	*How satisfied are you with the information you receive from management on what's going on in your organization?	62.58%	26.09%	36.49%	20.12%	13.04%	4.26%	17.30%	20	27	14	10	3	74	N/A	60.04%	2.54%

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65	*How satisfied are you with the recognition you receive for doing a good job?	63.26%	30.28%	32.98%	13.93%	17.17%	5.63%	22.81%	23	25	10	13	4	75	N/A	56.31%	6.95%
66	How satisfied are you with the policies and practices of your senior leaders?	60.70%	18.12%	42.57%	21.26%	12.60%	5.44%	18.05%	14	32	16	9	4	75	N/A	50.77%	9.93%
67	How satisfied are you with your opportunity to get a better job in your organization?	42.52%	17.43%	25.09%	30.47%	15.91%	11.10%	27.01%	13	19	23	12	8	75	N/A	48.94%	6.42%
68	How satisfied are you with the training you receive for your present job?	61.01%	22.33%	38.68%	16.40%	17.23%	5.36%	22.59%	17	29	12	13	4	75	N/A	61.60%	0.59%
69	*Considering everything, how satisfied are you with your job?	71.14%	30.10%	41.04%	9.63%	10.99%	8.24%	19.23%	23	31	7	8	6	75	N/A	65.86%	5.28%
70	Considering everything, how satisfied are you with your pay?	64.36%	20.10%	44.26%	22.97%	6.13%	6.53%	12.67%	15	33	17	5	5	75	N/A	65.27%	0.91%
71	*Considering everything, how satisfied are you with your organization?	68.38%	27.77%	40.61%	15.55%	9.02%	7.06%	16.07%	21	31	11	7	5	75	N/A	59.86%	8.52%
79	How satisfied are you with the following Work/Life programs in your agency?	74.85%	47.25%	27.60%	12.49%	9.98%	2.67%	12.66%	20	11	5	4	1	41	0	73.97%	0.88%
80	How satisfied are you with the following Work/Life programs in your agency?	90.97%	47.54%	43.44%	6.56%	2.47%	0.00%	2.47%	22	20	3	1	0	46	1	93.99%	3.02%
81	How satisfied are you with the following Work/Life programs in your agency? Health and Wellness Programs (for example, exercise, medical screening,	83.09%	39.49%	43.59%	13.22%	3.69%	0.00%	3.69%	12	13	4	1	0	30	1	90.44%	7.35%

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82	How satisfied are you with the following Work/Life programs in your agency?	68.79%	12.05%	56.74%	31.21%	0.00%	0.00%	0.00%	1	5	3	0	0	9	0	77.14%	8.35%
83	How satisfied are you with the following Work/Life programs in your agency? Child Care Programs (for example, daycare, parenting classes, parenting	--	--	--	--	--	--	--	--	--	--	--	--	0	1	0.00%	
84	How satisfied are you with the following Work/Life programs in your agency? Elder Care Programs (for example,	100.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0	2	0	0	0	2	2	60.12%	39.88%

Legend
& Increase from 2016 to 2017
& Decrease from 2016 to 2017



	2017		2016	
<b>72. Have you been notified whether or not you are eligible to telework?</b>	<b>N</b>	<b>%</b>	<b>N</b>	<b>%</b>
Yes, I was notified that I was eligible to telework.	60	80.57%	67	84.36%
Yes, I was notified that I was not eligible to telework.	7	9.55%	5	6.39%
No, I was not notified of my telework eligibility.	5	6.98%	5	6.58%
Not sure if I was notified of my telework eligibility.	2	2.91%	2	2.66%
Total	74	100.00%	79	100.00%
<b>73. Please select the response below that BEST describes your current teleworking situation.</b>	<b>N</b>	<b>%</b>	<b>N</b>	<b>%</b>
I telework 3 or more days per week.	0	0.00%	1	1.29%
I telework 1 or 2 days per week.	9	11.47%	10	12.27%
I telework, but no more than 1 or 2 days per month.	9	12.07%	10	12.67%
I telework very infrequently.	23	30.18%	22	27.20%
I do not telework because I have to be physically present on the job.	1	1.43%	2	2.53%
I do not telework because I have technical issues.	2	3.04%	5	6.38%
I do not telework because I did not receive approval to do so.	8	10.63%	4	5.12%
I do not telework because I choose not to telework.	23	31.19%	25	32.54%
Total	75	100.00%	79	100.00%
<b>74. Do you participate in the following Work/Life programs? Alternative Work Schedules</b>	<b>N</b>	<b>%</b>	<b>N</b>	<b>%</b>
Yes	47	62.74%	48	60.07%
No	28	37.26%	31	39.93%
Not available to me	0	0.00%	0	0.00%
Total	75	100.00%	79	100.00%
<b>75. Do you participate in the following Work/Life programs? Health and Wellness Programs</b>	<b>N</b>	<b>%</b>	<b>N</b>	<b>%</b>
Yes	32	43.85%	34	42.93%
No	42	54.71%	43	55.87%
Not available to me	1	1.44%	1	1.20%
Total	75	100.00%	78	100.00%
<b>76. Do you participate in the following Work/Life programs? Employee Assistance Program</b>	<b>N</b>	<b>%</b>	<b>N</b>	<b>%</b>
Yes	10	14.12%	11	14.30%

2017			2016	
No	62	82.04%	62	79.64%
Not available to me	3	3.84%	5	6.06%
Total	75	100.00%	78	100.00%
<b>77. Do you participate in the following Work/Life programs? Child Care Programs</b>			<b>N</b>	<b>%</b>
Yes	1	1.17%	2	2.62%
No	49	66.03%	51	65.77%
Not available to me	25	32.80%	26	31.61%
Total	75	100.00%	79	100.00%
<b>78. Do you participate in the following Work/Life programs? Elder Care Programs</b>			<b>N</b>	<b>%</b>
Yes	4	5.19%	4	5.32%
No	50	67.01%	52	67.40%
Not available to me	21	27.80%	22	27.28%
Total	75	100.00%	78	100.00%
Percentages are weighted to represent the Agency's population.				

## Agency-Specific Questions

**1. In my Office/Bureau, policies and practices are applied in a fair and equitable manner to all employees.**

	# of Respondents	Percent
	2017	2017
Strongly Agree	22	28.9%
Agree	24	33.2%
Neither Agree nor Disagree	13	18.6%
Disagree	10	13.5%
Strongly Disagree	4	5.8%
Total	73	100.0%

**2. What level of leadership needs the most improvement in Communication?**

	# of Respondents	Percent
	2017	2017
Commissioners	9	12.1%
Commissioners/SES	22	31.7%
SES	9	13.6%
SES/GS15/14	14	20.9%
Supervisor (GS15/14)	15	21.7%
Total	69	100.0%

**3. Overall, I believe the FMC is headed in the right direction in its efforts to create a more positive working environment.**

	# of Respondents	Percent
	2017	2017
Strongly Agree	19	25.2%
Agree	35	47.3%
Neither Agree nor Disagree	11	15.3%
Disagree	6	7.9%
Strongly Disagree	3	4.3%

Total	74	100.0%
<b>4. I trust my leaders to assist me through counseling, training, and opportunities to advance my career in my agency.</b>		
	<b># of Respondents</b>	<b>Percent</b>
	<b>2017</b>	<b>2017</b>
Strongly Agree	14	18.8%
Agree	29	41.0%
Neither Agree nor Disagree	14	20.1%
Disagree	9	12.8%
Strongly Disagree	5	7.3%
Total	71	100.0%
<b>5. When responding to this survey, I consider "Senior Leaders" and "senior leadership" to refer to:</b>		
	<b># of Respondents</b>	<b>Percent</b>
	<b>2017</b>	<b>2017</b>
Commissioners	6	7.4%
Commissioners/SES	40	54.2%
SES	16	22.1%
SES/GS15/14	11	14.7%
Supervisor (GS15/14)	1	1.5%
Total	74	100.0%
<b>6. Which of the following has the greatest impact on your morale?</b>		
	<b># of Respondents</b>	<b>Percent</b>
	<b>2017</b>	<b>2017</b>
Commissioners	3	4.0%
Commissioners/SES	19	27.5%
SES	10	15.0%
SES/GS15/14	15	21.8%
Supervisor (GS15/14)	23	31.7%

Total	70	100.0%
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**7. Which of the following best describes your work-related stress over the past year:**

	# of Respondents	Percent
	2017	2017
Increased	43	58.8%
Decreased	4	5.4%
Remained the same	19	25.2%
I have not experienced significant work-related stress during the last year	7	10.6%
Total	73	100.0%

**8. Which of the following do you need the most to do your job better?**

	# of Respondents	Percent
	2017	2017
People	29	39.3%
Materials	5	6.5%
Budget	21	29.7%
Training	18	24.5%
Total	73	100.0%