REQUIRED INFORMATION TO REQUEST A DEOCS ASSESSMENT

A minimum of 16 assigned personnel are required to conduct a DEOCS assessment, requests with fewer than 16 completed surveys will not be processed.

Information required in processing a DEOCS assessment:

- Unit Identification Code (UIC) *(USN, USMC, & USA Only)*
- Personal Accounting Symbol (PAS) *(USAF Only)*
- Operational Facilities (OPFAC) *(USCG Only)*
- Mailing address for organization
- Branch of service
- Service component
- Name/rank/grade of Survey Administrator
- E-mail of Survey Administrator
- DSN phone number of Survey Administrator
- Commercial phone number of Survey Administrator
- Name/rank/grade of Commander/Director
- E-mail of Commander/Director
- Ten Locally Developed Questions (LDQ) selected (OPTIONAL)
- Five Short Answer Questions (SAQ) selected (OPTIONAL)

Three survey options are available:

1. Individuals complete the survey online from any computer with Internet access.
2. Individuals complete the survey in paper format.
3. Combination of online/paper format surveys.

When requesting assessments, in addition to number of participants, the format being utilized must be stated so assessment tools can be provided, e.g., SCANTRON response sheets and online survey passwords.

Mailing instructions for paper survey response sheets: First Class Mail/Federal Express E-mail support@deocs.net if you require additional information.