

2003 Commute Trip Reduction Survey— Frequently Asked Questions

What is the Commute Trip Reduction (CTR) law?

The State of Washington passed the CTR Law in 1991 to encourage commuters to consider transportation alternatives such as ridesharing or taking the bus. The purpose of the program is to reduce traffic congestion, air pollution, and fuel consumption through employer-based commute programs.

What are CTR goals?

The goals of the CTR Law are to reduce drive-alone commute trips made to major employer sites by 35% over a 12-year period.

What employees are affected by the law?

The CTR Law applies to “affected” employers, like our company, who have 100 or more full-time employees arriving at a work site between 6 and 9 AM.

What is the CTR survey?

Every two years we survey our employees to measure our progress towards meeting CTR goals. The survey has 12 questions that ask employees how they commuted to work the prior week. The online survey takes 2—3 minutes to complete.

Why is our company surveying its employees?

We are one of nearly 800 employers, employing more than 500,000 employees at more than 1000 worksites, who are working to meet the goals of the CTR Law. The CTR Law encourages people to consider commute alternatives to driving alone to work, such as riding the bus or train, ridesharing, bicycling or walking, or telecommuting to reduce traffic congestion. The survey is the only way to measure our progress towards meeting CTR goals. We are committed to the spirit and goals of the CTR Law to relieve traffic congestion, decrease energy consumption and reduce air pollution. Participation in the survey helps us evaluate the effectiveness of our Transportation Program.

What if our company doesn't reach the minimum 70% survey response rate?

Failure to achieve a minimum response rate of 70% may jeopardize our ability to meet our CTR goals. The State of Washington will apply a “fill in” rate of drive-alone commute trips to the percentage of surveys falling short of the 70 percent response rate. That is, if our company achieves a 67 percent response rate, then the State will “fill in” 3 percent of our surveys with drive-alone commute trips.

Are my survey results kept confidential?

The Employee Transportation Coordinator (ETC) will be able to access employee responses to determine who has and has not completed the survey. This enables the ETC to achieve the required survey response rate of 70 percent. Once the survey data is forwarded to the State of Washington for tabulation it is completely anonymous. The State can only tabulate and analyze the data by worksite.

If my work schedule or commute to work varies daily or week to week, how do I complete the survey?

The survey allows employees to select their work commute modes for each day of the week. For example, employees who telework one day and had a business trip another day can indicate this on the survey.

Am I considered a carpool if I drive my children to daycare and they ride with me for the longest distance of my commute?

Commuting to work with your child is not considered a carpool under the CTR Law because they cannot drive to work. The CTR Law defines carpools as two or more people of licensable age (at least 16 years old) who commute together.

If I'm out of the office, can I use the remote dial-up to access the online survey?

The survey is Internet-based. If you can reach the Internet via remote dialup, you can complete the survey.

What if I was sick, on vacation or did not work for various reasons during the survey week?

Survey instructions ask you how you commuted to work for the prior week. If you were sick during that week, then you can indicate that on question 4a.

How do I complete the online survey?

Follow these steps after opening the Online CTR Survey link: <https://www.ctrsurvey.org/>

1. Register for the survey by writing your complete email address. Enter your Complete work e-mail address (example: mario@YourEmployersEMailDomain.com) then click the "Login" button.
NOTE: This field may auto complete your e-mail address. If so, click the "Login" button.
2. Follow the onscreen registration instructions and click "Select" when you are finished
3. After you finish registering, follow the directions on the survey and remember to complete each question. Click "Submit" to send your finished survey

You must use whole numbers and no decimals for both question #9, "What is your home zip code?", and for question #12, "Last week, how many *one-way* transit rides did you take on each system listed below?" You can enter fractional miles, with a decimal point, for question #7c "ONE WAY, how many miles to you commute from home TO your usual work location?"

You must complete the survey and submit (by hitting the "Submit" button) by close of business on Friday of your survey week. You will be sent a reminder email to complete the survey during the week.

If you have any further questions, please contact your Employee Transportation Coordinator.