Returning to Work

Reality

This is the new normal

“We” activities suffering. Millennials <35 yrs most affected

The decisions of Facilities, HR, and IT have never been so linked

The physical workplace and a human centered strategy play a critical role coming out of this crisis.

Once RTW Safety Guidelines in place

Strategy

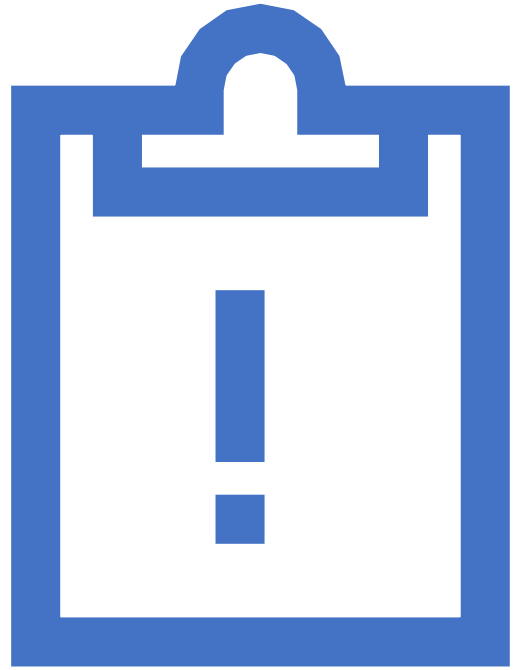
- Be relentless about aligning with your strategy and vision. Longer-term strategies vs immediate demands of crisis
- Know your 6 month goals, 3 month objectives, and one week actions for the team overall and each team member.

Consider your Staffing possibilities

- Full in-house Work
- Flexi/staggered hours
- Rotate days in and out of the office
- Full Remote working

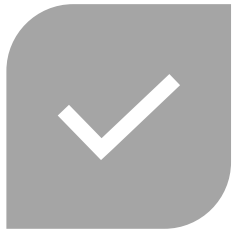
Remote Working Policy Considerations

- Define working hours based on your needs
- Be available in these working hours
- Dress code
- Storage of confidential documents
- Equipment and ergonomics, software
- Digital solutions



Working Remotely for Employers

SET CLEAR EXPECTATIONS



MONITOR WORK PROGRESS REGULARLY

INTERACT EFFECTIVELY

TRUST IN THE WORKER

GIVE FEEDBACK

Checklists – staffing requirements

Work-from-Home

- Outcome-driven performance metrics.
- Regularly check effectiveness of employee experiences.
- Technology and connectivity for remote work.
- Help teams stay connected and engaged.
- Include all team members when important
- Get creative with ideas for socializing digitally

Return-to-Workplace

- Reduce in-person interaction.
- Limit/stop desk sharing.
- Rigorous desk cleaning regimen.
- Mandatory masks and washing hands.
- Allow work from home as much as possible.
- Stay home when sick
- Ensure all local EHS guidelines adhered to