HirePower

HR Leadership Chat Session Highlights

Return to Work

RTW Plan?

- **20%** have no plans but are engaging in initial conversations
- **62%** Have the beginnings of a plan
- **5%** Have almost completed a plan
- **14%** Have a plan ready to go!

RTW Best Practices

- Review social distancing requirements.
- Follow Public Health Guidelines.
- Review work layout to determine any challenges.
- Create a COVID-19 case tracker.
- Cater each employee's RTW plan to their specific situation.
- Keep consistent communication with your team regarding guidelines.
- Keep PPE accessible for employees.

Break Out Session 1: Health & Safety

- **Employee Safety at Work:** Signage, floor tape, staggered shifts/ hours; anonymous feedback and concerns; employee involvement.
- **Employee Wellness:** Keep constant communication and support; provide safe space for employees; mindfulness sessions; "pandemic buddy" groups;
- **Navigating Subsequent Illness:** Refer to OHS, Public Health, and legal resources for unique work environments
- **Audit/Monitor Measures:** Top to bottom involvement in safety, create best practices for new COVID-19 policies; assign accountability and reporting responsibilities.
- **Business Cost Management:** Stress test your financials, look for innovative business process and technology alternatives.

Break Out Session 2: Workforce Planning

- **Talent Management:** Stagger your RTW approach (10% 20%, then 50%); Bring in team that can drive the business needs; Consider keeping some remote that prefer it; Receive employee input.
- **Who returns and who works remote?** Communicate with your employees and let them decide whether to work remotely or come back to work.
- **Interview employees over their concerns**
- **HirePower though prompter:** Do you have an effective remote work structure? Are there any policies or procedures we need to develop? What are the great habits of behaviours that we want to retain?
- **Communication considerations:** Utilize Workplace on Facebook; Have constant check-ins; Revisit business processes increase your digital presence internally, retain your leadership empathy and resilience.,

A Trusted Talent Partner