

DID YOU KNOW?

Perspectives on Return to Office Strategies

From James T. Cisneros

1

PEOPLE.

Understand the needs of your people. Any decision you make about the future of your workspace must start with understanding their feelings and anxiety about returning to work.

2

RISK MANAGEMENT.

Carefully assess the risks of your workspace and identify areas to address — from filtration systems to cleaning schedules.

3

ADMINISTRATIVE CHANGES.

Policies for your new work environment are a necessity. Define these updates clearly so that they can be implemented, followed, and enforced — integrating Human Resources in policy development.

4

DATA.

Don't make decisions in the dark. Seek out reliable data that can point to how employees will actually move in your space.

5

ADJUST YOUR ASSUMPTIONS.

For decades, we have migrated to open floor plans and tight, shared workspaces in the name of collaboration and creativity. That may need to shift to accommodate safety concerns. Be open to change.

6

THINK HOLISTICALLY.

Take the time and, if necessary, allocate funds to research, solicit expertise, discuss, analyze, communicate, and implement a thorough return to office plan for your organization and space.

7

PRIORITIZE.

You may not be able to afford all of the changes needed to accommodate the return of all of your people all at once. Take a staggered approach and prioritize.

8

RE-DEFINE AND MANAGE EXPECTATIONS.

We may never see a return to how we used to work. A hybrid, in-person/remote work balance could become our new normal. Change management will be key to navigating expectations.

9

REVISIT YOUR BENEFITS.

As people continue to invest in their home offices and balance dependent care and other obligations, providing stipends and additional support for these costs may shift the benefits aspect of your compensation packages.

10

CONSIDER YOUR PEOPLE.

Everything starts and ends with people. While the pandemic economy provided some relief from the talent war, understanding that safety must be part of your strategy for attracting and retaining staff ensures your company remains a preferred employer.