

Document 1

The future of work: the hybrid workforce

The pandemic demystified the process of working from home and, as a result, many organizations are looking to a new hybrid model that combines remote work and office collaboration.

- 5 The secret fear that employees working from home would be less productive proved to be a fallacy. In fact, according to Radware's recent global survey of 260 senior executives, C-suite executives revealed that remote workers significantly improved their productivity since working remotely.
- 10 The earth is also experiencing environmental benefits from reduced travel, which has taken the stress off of our overburdened transportation systems and roads and has contributed to a noticeable drop in pollution and greenhouse gas emission across the globe.
- 15 Since the pandemic started, companies have reconsidered how to best use their office spaces. There will be a change in the way we work in them and how physical structures and office layouts will be used for collaboration.

For example, one strategy might be to have specific days for in-person meetings and
20 collaboration, and then other days allocated for remote work. The office could be redesigned and reorganised by getting rid of cubicles and creating more collaborative meeting spaces.

Document 2

Managing the challenges of 'hybrid-working' post pandemic

25 COVID-19 has accelerated workplace trends of working from home as well as a 'hybrid-working'— a combination of home and office working. However, Adrian Lewis from Activ
Absence warns employers need robust policies and tools in place to ensure this is
managed successfully. "Whilst some employees will be thriving working at home, for
others it's taking a toll on their health and wellbeing, especially if their home environment
30 isn't geared up to working remotely long term or they are younger employees missing
the buzz of office life. Employers need to recognize this and ensure they plan
accordingly. Ensuring collaboration between employees working in different locations is
key. This includes having regular virtual meetings, but also scheduling in some down
time such as virtual coffee breaks or Friday drinks. Team meetings could also include a
35 wellbeing session at the beginning where people are encouraged to say how they are
feeling or the challenges they are facing that week."

<http://hrnews.co.uk>

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Document 3

Hybrid meetings

