

# Preparing your office to restart

June 2020

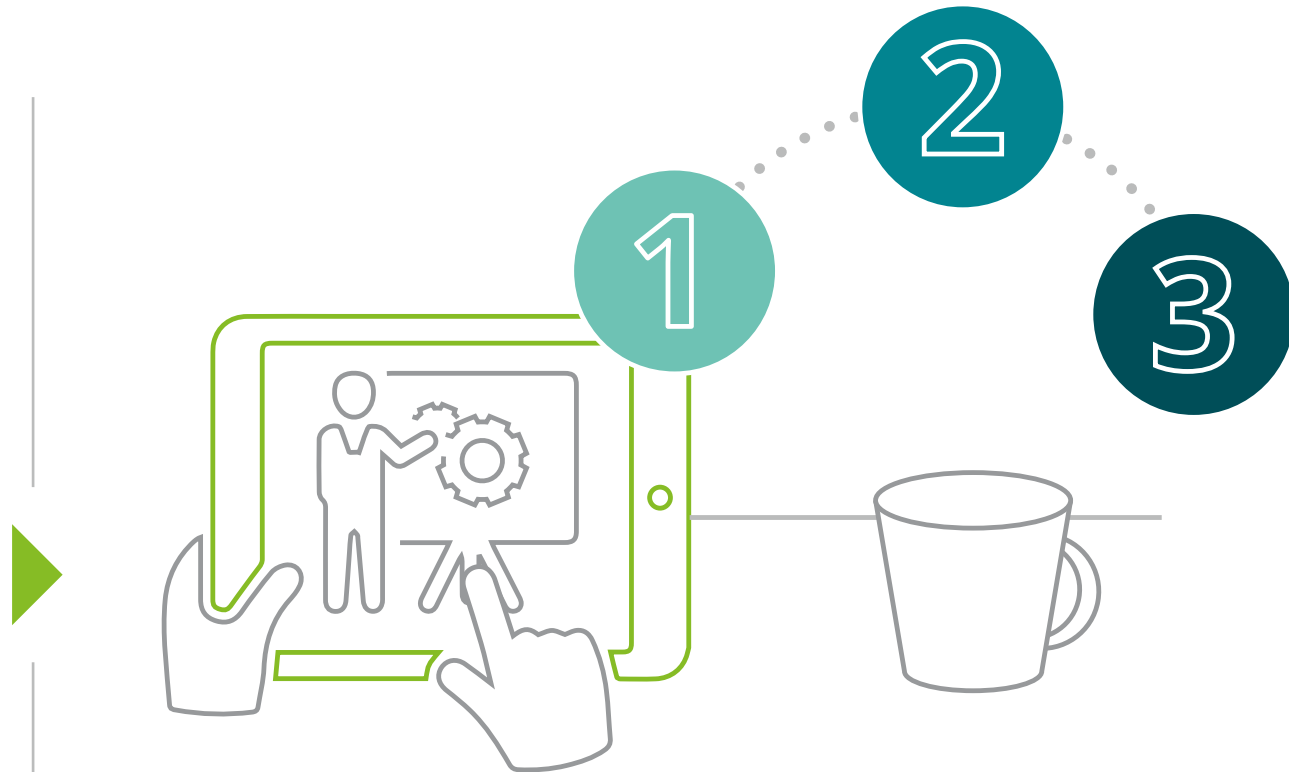


**Deloitte.**

## Preparing your office to restart

# Why now?

- COVID-19 may fundamentally challenge your work culture, how you distribute work and deploy your workforce, how you engage your people and how you organize your workplace.
- Engagement is key for business success and needs to be managed consciously. NOW is the time for leaders to lead for the safety and welfare of their people.
- Physical distancing practices could remain in place and may impact your use of spaces, furniture configurations, choice of finishes and facilities operations.
- 90 percent of employers believe it is an urgent requirement to provide their employees with remote and flexible work options, while employees expect to have more flexibility in the future.
- Processes can be simplified and digitalized. COVID-19 is an opportunity to change NOW.

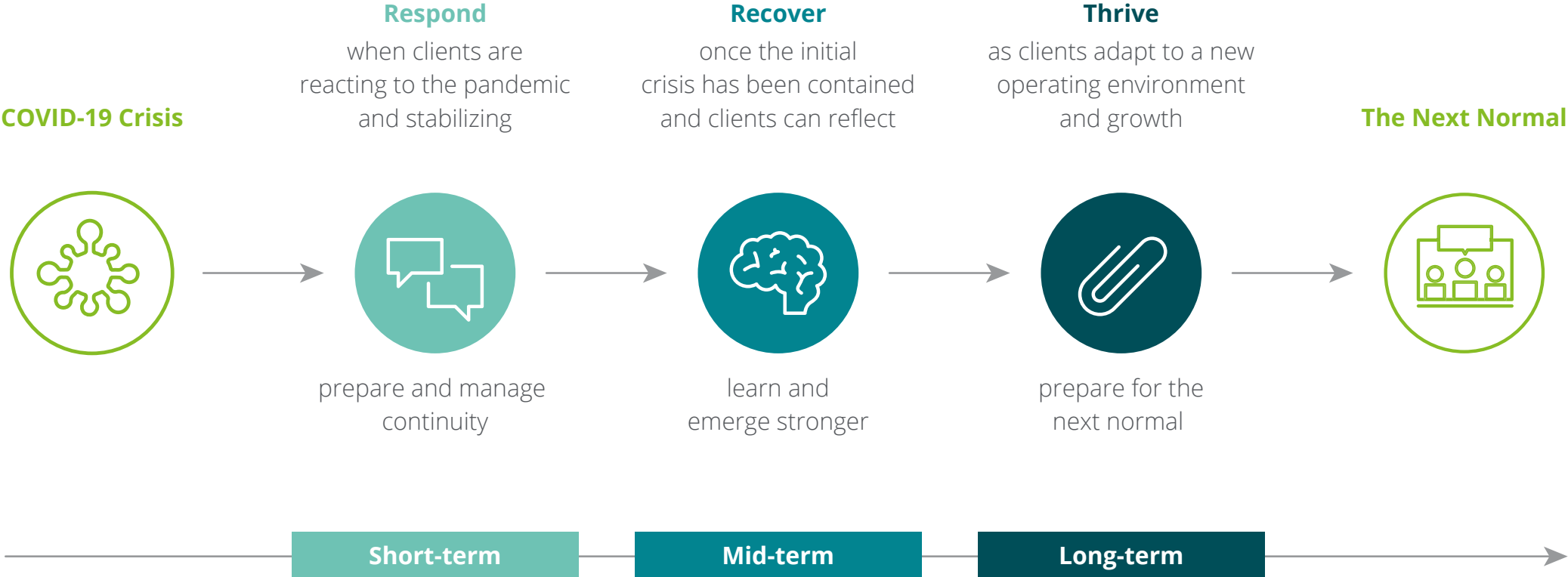


Our approach for the next normal with COVID-19 has three phases: respond – recover – thrive in three categories: work – workforce – workplace.

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# Our cross-functional service offering on the way to the next normal

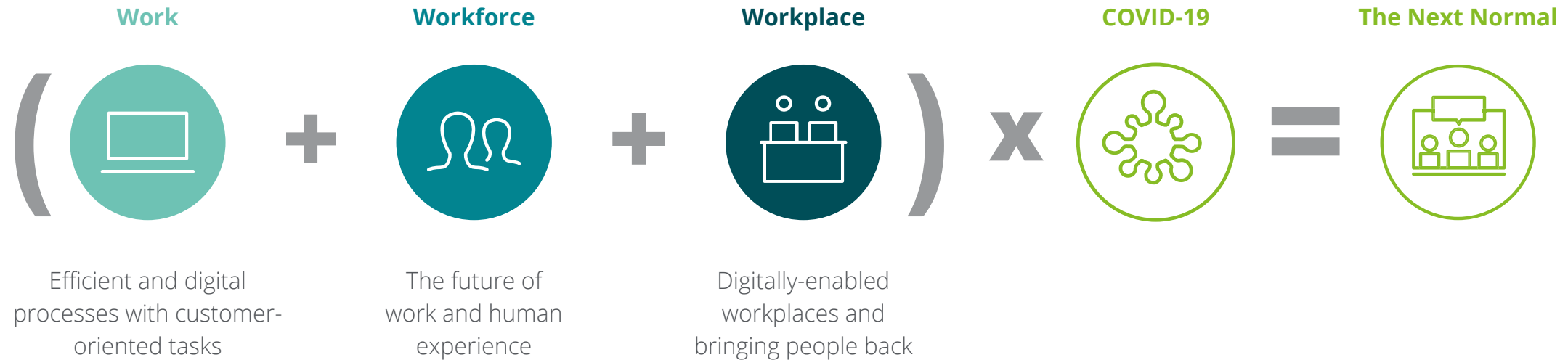
We support our clients in three steps during and after the COVID-19 crisis to prepare the organization for the next normal:



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# COVID-19 challenges

Shutting down the entire company creates a completely new situation for the whole organization, for which there is almost no prior experience.



Deloitte's Work, Workforce and Workplace framework is positioned to provide an integrated and holistic approach to creating a post-COVID-19 strategy for returning to the next normal in the organization in three steps: respond – recover – thrive

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# Our Respond-Recover-Thrive workshop series

We offer a lab series that meets to your individual requirements and provides you with hands-on guidelines and roadmaps for a successful path to the next normal.



### Benefits

1. Identify need for action to mitigate compliance issues in the short run
2. Prioritize activities along proven categories and timelines
3. Cross-function preparation for the next normal with the right focus points
4. Set up effective collaboration structure to enable business success



### Target groups

- Taskforce leadership
- Cross-functional expert team from internal functions
- Function leaders in collaboration with HR Business Partners



### Respond workshop

Assess your restart maturity level and receive individual high-level roadmap regarding work, workforce and workplace activities.



### Recover workshop

Clearly defined activities and hands-on guidelines for your path to the next normal.



### Thrive workshop

Your strategic roadmap to the next normal based on industry trends and your individual success criteria.

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# Your benefits

Deloitte's Work, Workforce and Workplace framework provides your organization with benefits with regard to ramp-up speed, health & transparency and future orientation



### Ramp-up Speed

~50% faster restart preparation

3-5 valid scenarios for office restart  
incl. mitigations

Fast cross-functional  
restart task force



### Health & Transparency

Real-time insights into employee health status

Full transparency of high  
risk areas and KPIs

Office assessment



### Future Orientation

Highly efficient digital meeting concept in place

Increase efficiency by restructuring and  
digitizing the organization

Connected Workplace and future-proof  
real estate footprint






**Sustainable employee engagement,  
productivity and flexibility**

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# How we can support you

Deloitte can support you in each area and phase with our end-to-end service offerings.

	<b>Respond</b> (2–4 weeks)	<b>Recover</b> (4–8 weeks)	<b>Thrive</b> (> 8 weeks)
 <p><b>Work</b></p>	<ul style="list-style-type: none"> <li>! Checking restart readiness along four key dimensions: processes and standards, materials, people and office</li> <li>! Deploying cross-functional Restart Taskforce to manage restart efforts, especially in production</li> </ul>	<ul style="list-style-type: none"> <li>! Building a stronger and more efficient organization with improved processes and better cross-functional collaboration</li> </ul>	<ul style="list-style-type: none"> <li>Restructuring and digitizing the organization</li> </ul>
 <p><b>Workforce</b></p>	<ul style="list-style-type: none"> <li>! Analyzing the workforce regarding job descriptions, projects and types of employees</li> </ul>	<ul style="list-style-type: none"> <li>! Providing and implementing next normal guidelines with five focus topics: employee engagement, productivity, adaptability &amp; flexibility and efficiency</li> </ul>	<ul style="list-style-type: none"> <li>Supporting HR leaders with Recover-to-Thrive Lab to turn their attention toward recovery, to ensure their organization is prepared to thrive</li> </ul>
 <p><b>Workplace</b></p>	<ul style="list-style-type: none"> <li>! Conducting office/facilities assessments to ensure the health and safety of employees and cleanliness of facilities</li> <li>Providing a platform for a Workplace Readiness &amp; Health Monitor</li> </ul>	<ul style="list-style-type: none"> <li>! Developing and implementing next normal Facilities &amp; Workplace Guidelines that consider facilities operations, workplace design, workplace experience</li> </ul>	<ul style="list-style-type: none"> <li>Developing/implementing a connected workplace strategy to monitor wellness and assist employees with their productivity</li> <li>Supporting CRE/FM leaders to evaluate the impact on their real estate portfolio and preparing CRE/FM teams to thrive</li> </ul>
	<p><b>Transparency and defined restart maturity level (health, task, layout) regarding work, workforce and workplace</b></p>	<p><b>Optimized processes and facilities, provided next normal guidelines for workforce and workplace</b></p>	<p><b>Strategic roadmap to the next normal with a new work concept</b></p>



Immediate start possible

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# First points of contact at Deloitte



### **Volker Rosenbach**

Partner  
Human Capital  
Tel: +49 (0)40 32080 4824  
vrosenbach@deloitte.de



### **Jörg von Dittfurth**

Partner  
Real Estate Consulting  
Tel: +49 (0)211 8772 4160  
jvonditfurth@deloitte.de



### **Tobias Exler**

Director  
Supply Chain & Network Operations  
Tel: +49 (0)15118293983  
texler@deloitte.de

## **Authors**

### **Cathrin Christ**

Senior Manager  
Workforce Transformation  
Tel: +49 (0)151 58003350  
catchrist@deloitte.de

### **Steffen Skopp**

Senior Manager  
Real Estate Consulting  
Tel: +49 (0)151 58004915  
sskopp@deloitte.de

### **Janina Clahsen**

Senior Consultant  
Supply Chain & Network Operations  
Tel: +49 (0)151 58075272  
jclahsen@deloitte.de

**crisis-response@deloitte.de**





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