

WORKING REMOTELY

Contractual, Safety and Leadership challenges in the new workplace

Duration: 1/2 day

Objective

To equip delegates with knowledge and skills on how to deal with challenges in the new workplace from a contractual, safety and leadership perspective.

Design

• Contractual challenges

- Should an employment contract be amended to include new remote working arrangements?
- Who assumes liability in terms of cost of establishing and maintaining a workspace?
- What should be agreed to?
 - Working location?
 - Logging of hours?
 - Equipment to be used?
 - IT security and confidentiality?
 - Disciplinary code and policies?
 - What if an employee does not agree to these changes?

• Safety challenges

- Is an employer's obligation to provide a safe workplace extended to a home / remote office?
- If so, what is the employer's obligations in this regard?
- Can these obligations be passed on to the employee?
- Can the employer inspect the home office re safety?

• Leadership challenges

- What is the importance of virtual collaboration?
- What does collaborative communication and successful supervision entail when working remotely?
- Performance:
 - How to set realistic standards
 - How to monitor compliance with standards
 - What to do when an employee is not meeting standards

Target group

All levels of management.

