RETURN TO THE WORKPLACE SERVICE OFFERING

Providing support, expertise and guidance to plan and manage your return to the workplace

This is a challenging time for employers and employees alike. Obligations under the Government's Return to Work Safely Protocol are creating an added layer of compliance and complexity for employers who are returning to the workplace. Mazars can support you on your reopening journey, ensuring that you are fully compliant with the legislation and the Protocol and providing you with all of the templates, policies and other documentation you need for your specific business, industry, culture, way of working and operating environment. We offer a full service suite to support businesses in planning their return to the workplace in line with the Protocol.

We are here to support you and your team members in safely taking the next step to returning to your workplace.

C19 Response Plan:

We will develop your organisation's overall response plan including responsible persons, policies, checklists and forms

C19 Induction Training:

We can deliver induction training to your staff via video and web conferencing on a group basis. Attendees will be given return to workplace checklists to be completed ahead of their return

Advice and guidance in planning and preparation to return to the workplace including understanding the obligations on employers to provide a safe workplace for staff under the Return to Work Protocol, NSAI Guidelines and the Health, Safety and Welfare at Work Act 2005

C19 Preparations for Staff: We will develop and prepare specific documentation and plans for your organisation containing details on your C19 Response Plan, changes to your workplace, details of all employee responsibilities and all issues required in the Government Return to Work Safely Protocol including hand and respiratory hygiene, physical distancing and information regarding mental health and support services

Return to the Workplace Transitional Plan: We will help you

Plan: We will help you put in place a transitional plan including workplace configuration, identifying roles to be returned to the workplace, health and safety measures on-site and incident management guidance



Development of full suite of documentation required including:

- Return to Workplace employee form and checklist
- Contact tracing logs
- Suspected Case Response Plan
- Rest break policy
- Office control measures
- Cleaning and Disinfection Plan
- Staff responsibilities and Worker Representative Responsibilities

Supplementary services to include



Guidance on management of remote working, working from home and effective remote team working



Advices on the Government Temporary Wage Support Scheme and the Pandemic Unemployment Payment



Advices on issues regarding short-time working and lay off



Redundancy support



Advices on how to manage a refusal to return to the workplace from employees



Support on managing remote grievance and disciplinary issues



Advice on managing performance, underperformance and working time remotely



Revision and updating of Human Resource policies and procedures



Advice and guidance in relation to maintaining GDPR compliance and guidance surrounding data protection and privacy complications arising from returning to the workplace



Understanding your obligations under the Health, Safety and Welfare at Work Act 2005, Safety, Health and Welfare at Work (General Application) Regulations 2007- 2020 and NSAI COVID-19 Workplace Protection and Improvement Guide



Contacts

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