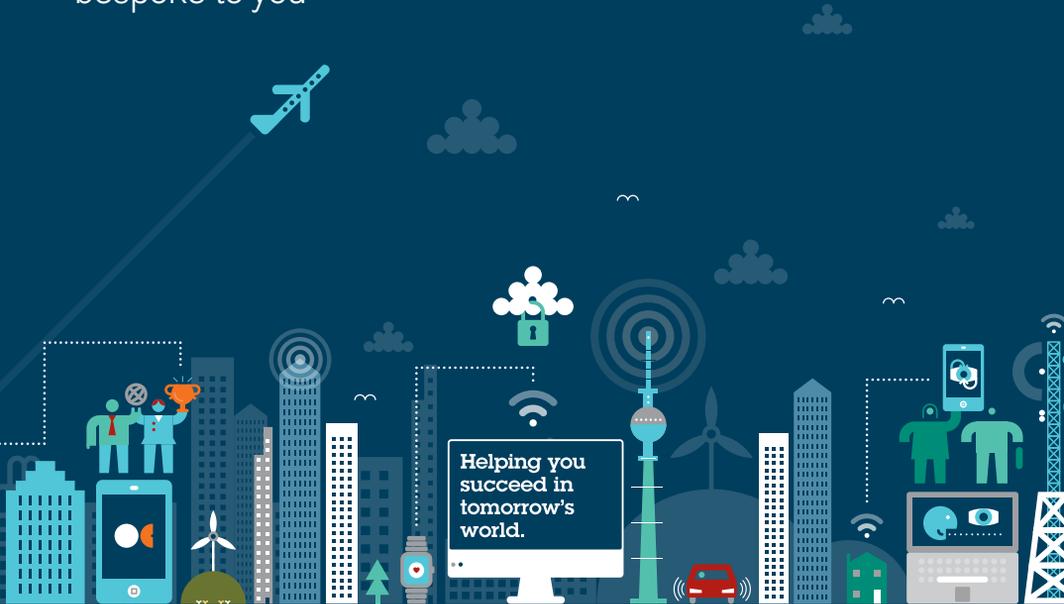


**To Agility and Beyond!**  
**Working in our new agile world**  
Our fixed price solutions –  
bespoke to you



**The Coronavirus pandemic is likely to have one of the most significant impacts on the workforce in recent times. Overnight, millions of businesses were forced to change the way they operated and quickly get up to speed with home working.**

**Many organisations are coming to the conclusion that the long term benefits of an agile, remote workforce are substantial – perhaps even key to their recovery – especially in such uncertain times as these. Whether you are planning a rotating office working schedule or are embracing an entire shift to remote working, now is the time to start planning for what comes next.**

**Employee Buy In:** Winning employee buy-in to agile working is key. Positive employee engagement from the outset will be vital in setting the tone for implementing agile working and ensuring its continued success. We can help you navigate the world of employee consultation and assist with enthusiastic, inclusive (and legally compliant) comms to ensure employees feel fully involved and positive about the changes to come.

**T&Cs:** Employment contracts and policies will need to be amended to reflect the

new arrangement, with safeguards built in to protect confidential information. An Agile Working Data Protection Policy will be needed to tackle GDPR issues arising from handling personal data remotely. An Agile Working Policy will also be key in addressing the rules, expectations and opportunities arising from agile working to help ensure compliance and a smooth running arrangement.

**H&S:** Employers have a legal duty to assess and manage the risks relating to their home workers, most commonly around provision of work equipment, lone working and stress/mental health. We can help you complete a home worker risk assessment and advise on sensible and practical steps to meet your legal duties. We can also provide practical help and training on home workstation assessments and clarify the work equipment you legally need to provide.

**We understand that the raft of health & safety and employment law issues can be daunting, which is why we offer three levels of assistance to guide you through each step of the process. Alternatively, you may wish to pick and mix!**

**We offer a free initial consultation to assess your requirements and determine a fixed price.**

## Bronze

(including employment law compliance):

- Changing terms and conditions of employment
- Agile Working Policy
- Safeguarding confidential information provisions
- Agile Working Data Protection Policy
- Employee consultation advice

## Silver

(including H&S compliance):

As for Bronze, plus:

- Home Worker Risk Assessment
- Home Workstation Assessment Checklist
- Agile Working Display Screen Equipment Policy
- Video training and employee guide on the safe set up of their home workstation

## Gold

(including support from a qualified ergonomist):

As for Silver, plus:

- Live webinar training for up to 200 employees assessing home workstations
- DSE Assessor training on workstation assessments and specialist equipment
- Carrying out individual employee home workstation assessments
- Streamlining specialist equipment lists

## The employee experience

The key to agile working is a happy and productive workforce. Mental health is a crucial factor in this. As a “bolt on” to any of the options above, we run a bespoke “Employee Pulse Survey” to analyse your workforce’s home working experience to date. From this we will give you invaluable insight and practical guidance on changes you may wish to make to maximise your workforce’s comfort and productivity. This will help keep your move on the right track and ensure mental health considerations and other potential issues are proactively managed.

## Key contacts

Please contact your usual Osborne  
Clarke contact or:



**Claire Bowles**  
**Associate Director**  
**Employment**

T +44 20 7105 7170

[claire.bowles@osborneclarke.com](mailto:claire.bowles@osborneclarke.com)



**Olivia Sinfield**  
**Associate Director**  
**GDPR for HR Lead**

T +44 20 7105 7480

[olivia.sinfield@osborneclarke.com](mailto:olivia.sinfield@osborneclarke.com)



**Jo Forbes**  
**Senior Associate**  
**Health & Safety**

T +44 117 917 3640

[jo.forbes@osborneclarke.com](mailto:jo.forbes@osborneclarke.com)

## Our locations around the world

### Europe

Belgium: Brussels

France: Paris

Germany: Berlin, Cologne, Hamburg,  
Munich

Italy: Brescia, Busto Arsizio, Milan, Rome

The Netherlands: Amsterdam

Spain: Barcelona, Madrid, Zaragoza

Sweden: Stockholm

UK: Bristol, London, Reading

### USA

New York, San Francisco, Silicon Valley

### Asia

China: Shanghai

India\*: Bangalore, Mumbai, New Delhi

Singapore

Osborne Clarke is the business name for an  
international legal practice and its associated  
businesses. Full details here: [osborneclarke.com/  
verein/](http://osborneclarke.com/verein/)

\* Services in India are provided by a relationship firm

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