

Distributed Work: Team Number: 3



A COVID-19 Virtual Ideation Experience

Time Span	Long Term	<p>RE Strategy & Workplace Design</p> <ul style="list-style-type: none"> Changes to workplace design based on alterations to activity based working and work from home ratios 	<p>Government Policies</p> <ul style="list-style-type: none"> Monitoring changes to government policy and how this informs changes to workplace design and strategy
	Short Term	<p>Operations</p> <ul style="list-style-type: none"> Allowing for continued physical distancing, requirements to maintain and clean and safe workplace 	<p>Return To Work</p> <ul style="list-style-type: none"> A change to a working model where increased work from home ratios are adopted, and less fixed office space is required
		Internal	External
Control			



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A distributed working model is here to stay

The potential of distributed working has **accelerated companies at least 5 years into the future**

Recent results from global companies:

- Colliers survey: 82% of respondents now want to work remotely at least one day per week
- CoreNet Global: 66% of respondents have a positive view of remote working than previously
- TCS, India's leading company, publicly announced 75% of employees will work from home permanently
- Stockbroking companies indicating a 100% work from home strategy with employees on rotational basis to office 1-2 day a week

Accelerated remote working looks like:

- **Virtualisation** of teams, conferencing and meetings
- Robust **anytime, anywhere, anyplace** connectivity
- **BYOD** as a viable business option
- **IT infrastructure** creating extensions to all points
- **HR policies** for work in singular or cluster modes – remote + virtual

Source: Savills: COVID-19: Transforming Workplaces



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What Changes for the Returning Workforce

Social Distancing has to be followed until the pandemic curve settles down and the vaccine is developed

Major Changes being adopted:

- Touchless interface to reduce contact points
- Systems to monitor body temperatures through thermal cameras
- Workplace maintenance costs to go up by minimum 25%
- With corporates focussed on social distancing, Socialising common areas lose their significance
- HR Policies are becoming more stringent, each employee will have to submit their travel history (both business & leisure) to the organisation

Some workplace solutions that can be cost effectively implemented in the short term for that returning workforce

- Reduced Densities and goodbye to the typical working day
- Consider going to a four-day work week and staggering teams across five days to reduce density by up to 20 percent on any given day
- Assigned Unassigned Desks- Transition to unassigned seating that allows employees to establish boundaries enables distancing
- Respect the individual- Assign lockers, file drawers or storage cabinets to individuals to separate personal items. Remove trash cans from individual desks and replace them with a communal location that consolidates sanitation.
- Ability to control cleanliness- make it easier for employees to maintain proper hygiene, especially when it comes to washing and sanitizing their hands. Additional sinks in kitchens and break rooms offers one solution
- Humidity Control- Increase humidity levels to 40 to 60 percent to reduce infection - People and Culture
- Introduce HR policies that consider remote work on a need based and longer-term basis – Healthcare
- Design standards followed in healthcare sector will also apply to corporate workplaces - Risk Assessments
- Undertake risk assessment of the premises in consideration of Covid19

Source: Knight frank views on CRE Market



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PEOPLE: WFH LEARNINGS



**EXPERIENCE
VARIED GREATLY
DEPENDENT ON
SITUATION.**
- IMPORTANT TO HAVE
RIGHT WFH SETUP



**TECHNOLOGY IS
KEY ENABLER**
- VC MEETINGS
SHORTER & FASTER
DECISION MAKING
- FACE-TO-FACE STILL
REQUIRED FOR
COLLABORATION



**PRODUCTIVITY
FOR
CONCENTRATED
WORK TYPICALLY
INCREASED**



**LOSS OF
LEARNING BY
LISTENING &
ABILITY TO
UPSKILL
THROUGH TEAM
ADJACENCY**



**STRUCTURE
REQUIRED FOR
WFH TO BE
SUCCESSFUL**



**RETHINK
MEETING
SCHEDULING
AND STRUCTURE
IN FUTURE**



**IMPROVED TEAM
/ BUSINESS
LEVEL OF
COMMUNICATIO
N**
- REMOTE / GLOBAL
EMPLOYEES MORE
CONNECTED
- MORE PERSONAL
INTERACTIONS



**TRUST BETWEEN
MANAGER &
TEAM CRITICAL**
- RECOGNITION AND
ACCEPTANCE THAT
WFH IS OK



**DESIRE TO
INCREASE WFH
MORE
PERMANENTLY
FOR ALL ~1-2
DAYS PER WK**



**NEED TO
PRIORITISE
HEALTH &
WELLBEING**
- MORE 'ME' TIME
WITH LESS COMMUTE
TIME
- REDUCTION IN
INCIDENTAL EXERCISE
- INCREASE IN
UNINTERRUPTED
SCREEN TIME



**NEED FOR THE
BUMP FACTOR**
- INCIDENTAL
INTERACTIONS CRITICAL
TO SOCIAL NETWORK,
RELATIONSHIPS AND
BUSINESS OUTCOMES



**DIFFERENT
SPACES /
LOCATIONS
REQUIRED FOR
DIFFERENT TYPES
OF WORK**
I.E. OFFICE =
COLLABORATION
HOME / HUB SITE =
CONCENTRATED WORK