Roadmap to Telework
Making the Business Case
Profit
<table>
<thead>
<tr>
<th>Why?</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Productivity</td>
<td>64%</td>
</tr>
<tr>
<td>Cost Savings</td>
<td>63%</td>
</tr>
<tr>
<td>Attraction/Retention</td>
<td>61%</td>
</tr>
<tr>
<td>Collaboration</td>
<td>58%</td>
</tr>
<tr>
<td>Work-Life Balance</td>
<td>53%</td>
</tr>
<tr>
<td>Continuity</td>
<td>20%</td>
</tr>
<tr>
<td>Sustainability</td>
<td>2%</td>
</tr>
</tbody>
</table>

The Once Alternative Workplace Strategies: Fifth Biennial Global Benchmarking Study, Lister/Hood/Nagy 2018

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Show me the money
Global Workplace Analytics Telework Savings Calculator™

125 Variables | 600 Calculations | Backed by Research

“Global Workplace Analytics’ telework calculator is comprehensive and based on solid research.”

http://GlobalWorkplaceAnalytics.com/roi
WARNING
Math Ahead
REMAIN CALM
Productivity: The Math

Salary = $65,000/year
Cost  = $81,500/year
       = $325/day
       = $40/hour
       = 70¢/minute
Employer Savings: The Math

1) Productivity +15%
   Absenteeism -30%
   Continuity 1 day

2) Office space -25%

3) Turnover -15%

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Productivity Increase
Fewer Interruptions
Home = 43 mins/day, Office = 78
Productivity Increase
Fewer Interruptions

Home = 43 mins/day, Office = 78

35 mins x $.70
= $24.50/day
x 125 days
= $3,066
per ½ time remote worker/year

= $306,600
per 100 half-time remote workers/year
Productivity Increase
+ 50% of commute time

Average Commute = 60 Minutes
x 50% = 30 minutes
x 70¢ per minute
= $21 day
x 125 days
= 2,625
Per ½ time remote worker/year

= $262,500
Per ½ time remote worker/year
Productivity Increase
15% Assumption

$81,500
x 15%
= $12,225
x half-time
= 6,112
per ½ time remote worker/year

= $611,200
per 100 half-time remote workers/year
Productivity Increase Absenteeism

Absenteeism = 10 days/year
Reduction = 30%
= 3 days/year
x $325/day
= $975/person

= $97,500/year
per 100 employees
Productivity Lost if Not Able to Work

$325 \text{ pp/day} 
\times 100 \text{ employees} 
= 32,500/\text{day}
Productivity Impact
× 6
Employer Savings: Real Estate

1) Absenteeism
   Productivity
   Continuity

2) Office space

3) Turnover
Real Estate Savings

Assume:
25% Reduction in Space
with 50% Remote Work

Office cost = $10k/person/year
  x 25%
  = $2,500

  x 100
  = $250,000
Employer Savings: Turnover

1) Absenteeism
2) Office space
3) Turnover
Voluntary Turnover

Average Quits Rate = 7%
Cost of Turnover as % of Salary = 75%
Reduction with Remote Work = 15%

$81,500 \times 100
= $8.2 million/year payroll
\times 7%
= $570,500
\times 75%
= 427,875 cost of turnover/year
\times 15\% reduction
= $64,181/year
### Annual Employer Savings
#### Half-Time Remote Work
Per 100 Employees

<table>
<thead>
<tr>
<th>Category</th>
<th>Savings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Productivity</td>
<td>$611,000</td>
</tr>
<tr>
<td>Real Estate</td>
<td>$250,000</td>
</tr>
<tr>
<td>Absenteeism</td>
<td>$98,000</td>
</tr>
<tr>
<td>Retention</td>
<td>$65,000</td>
</tr>
<tr>
<td>Continuity of Operations</td>
<td>$33,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,057,000</strong></td>
</tr>
</tbody>
</table>

Calculate your own company savings: [https://globalworkplaceanalytics.com/roi](https://globalworkplaceanalytics.com/roi)
Employee Impact
Planet
Maximizing Outcomes

- Sr. Exec Support
- Cross-functional collaboration
- Change management
- Being true to your own org DNA
Future?
25-30% Multiple Days/Week
1) Employees
2) Managers
3) C-Suite
4) Investors
5) Sustainability

Per 100 Employees (2.5 days a week):

- 154k Miles
- 8k Trips
- 390 Barrels of Oil
- 70 Tons GHG
Don’t just let it happen…Make it happen

- HR
- IT
- CRE/FM
- Communications
- Risk Management
- CFO
- Sustainability
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https://globalworkplaceanalytics.com/whitepapers
Let us help you emerge from the pandemic with new insights, intelligence, and approaches for the future

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https://GlobalWorkplaceAnalytics.com

- Understand what’s worked during COVID-19 remote work and what needs to be improved
- Evaluate employee, manager, and organizational remote work readiness preferences
- Improve remote employee productivity and team performance
- Formalize your remote work program, policies and practices
- Quantify the employer, employee and environmental impact of your remote work program
- Integrate remote work into your CRE, HR, IT, Risk Management, and Sustainability strategies
- Optimize your real estate footprint with a blended remote/on-site work model
- Create a return-to-office strategy that addresses short-term readiness as well as longer-term success
- And more…
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Kate Lister: Kate@GlobalWorkplaceAnalytics.com