

**BEST PRACTICES GUIDE  
FOR EMPLOYERS  
DURING RAMADAN**





## What is Ramadan?

Ramadan is a month in the Islamic calendar, during which Muslims fast (refrain from food and drink, including water) from sunrise to sunset. Ramadan lasts about 30 days, and is followed by the celebration of Eid-ul-Fitr.

## Why should Muslim employees be accommodated during Ramadan?

For employees who are fasting during Ramadan, having accommodation at work helps them maintain their health, wellbeing, and energy. This fosters belonging for Muslim employees, and also ensures that fasting employees can be as productive as possible.



# What are some best practices to accommodate Muslim employees in Ramadan?

## 1) Being flexible

Flexible work arrangements can help fasting employees produce work when their energy levels are optimal.

Flexible work arrangements increased productivity during the COVID19 pandemic.\* Fasting employees may experience depleted energy at some points during the day, but can still complete their work at other times, when their energy levels are higher. Creatively exploring flexible options (suitable for your workplace) can be helpful for fasting employees.

\*Mercer's COVID19 global survey.



# What are some best practices to accommodate Muslim employees in Ramadan?

## 2) Creating a safe space for fasting employees to request accommodation

Not all fasting employees will require the same form of accommodation. Some employees may request extended or more frequent prayer breaks. Fasting employees with disabilities may have needs that are unique to their own bodies.

Creating a safe, welcoming space for employees to request accommodation specific to their individual needs, is a best practice.

# What are some best practices to accommodate Muslim employees in Ramadan?

## 3) Talking about it

If you aren't sure how you can best accommodate fasting employees during Ramadan at your workplace, invite them for a conversation about it! Fostering dialogue and asking questions from a place of curiosity and respect can help:

(1) Muslim employees feel like they're valued, and that they can be their authentic selves at work.

(2) You (and other employees) learn about the Islamic tradition from Muslims, rather than through false, post-9/11 stereotypes about Muslims that have been widely disseminated.



## What are some best practices to accommodate Muslim employees in Ramadan?

### 4) Introducing Ramadan

In the days leading up to Ramadan, it can be useful to "introduce" Ramadan: have a friendly conversation in the workplace to raise awareness amongst non-Muslim employees about the significance of Ramadan, and some respectful practices, such as not prying about why a Muslim employee is not fasting (someone may not be fasting because of personal or medical reasons).

**Bonus tip:** it's great to wish fasting employees a Happy Ramadan, Ramadan Kareem, or Ramadan Mubarak! (different ways of wishing someone a prosperous Ramadan).



## Questions?

Let's connect!

[connect@munimconsulting.com](mailto:connect@munimconsulting.com)

LinkedIn: Munim Consulting



Ramadan Kareem!