

The COVID-19 Outbreak – Working from Home Series:

Survey - Discussing hybrid and flexible working options.

About the employee:

Name:	Position:	Manager:
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- [If applicable]** Have you read and reviewed the organization's policy or guidance on hybrid working?
 Yes No
- [If applicable]** Have you read the organization's eligibility criteria on hybrid work - can you confirm that you believe you are eligible?
 Yes No

Provide detail if necessary:

- [If applicable]** Have you reviewed the organization's different categories of hybrid work?
Can you confirm which category you believe applies to your role?

Detail any relevant categories or descriptors:

- What is your preferred pattern of work after the pandemic?
 Return to the office/workplace Work from home Work hybrid
- If you selected hybrid work, please confirm what your ideal pattern would be (note, there is no guarantee at this time that the company will be able meet all personal preferences)
 1 day at home 2 days at home 3 days at home 4 days at home each week

- What do you believe needs to be in place for hybrid working to be effective for your role / team?

Detail any relevant information:

7. If hybrid working is to be agreed, can you confirm you would be able to meet all policy requirements including health and safety and data protection?

Yes No

Please note any particular issues or concerns:

8. From a wellbeing perspective, do you feel you would need additional support if you were to continue to work from home / remotely long- term?

Yes No

If Yes, please specify what additional support we can give:

9. Do you feel you have the equipment and communication methods to make this possible?

Yes No Not sure

10. If hybrid working is to be agreed, do you feel that you would need any training or development for this to be successful?

Detail any training or learning required:

11. Do you have any questions about working remotely / undertaking hybrid work?

Please detail questions here:

To learn more and for assistance, contact Flashrock HR.

