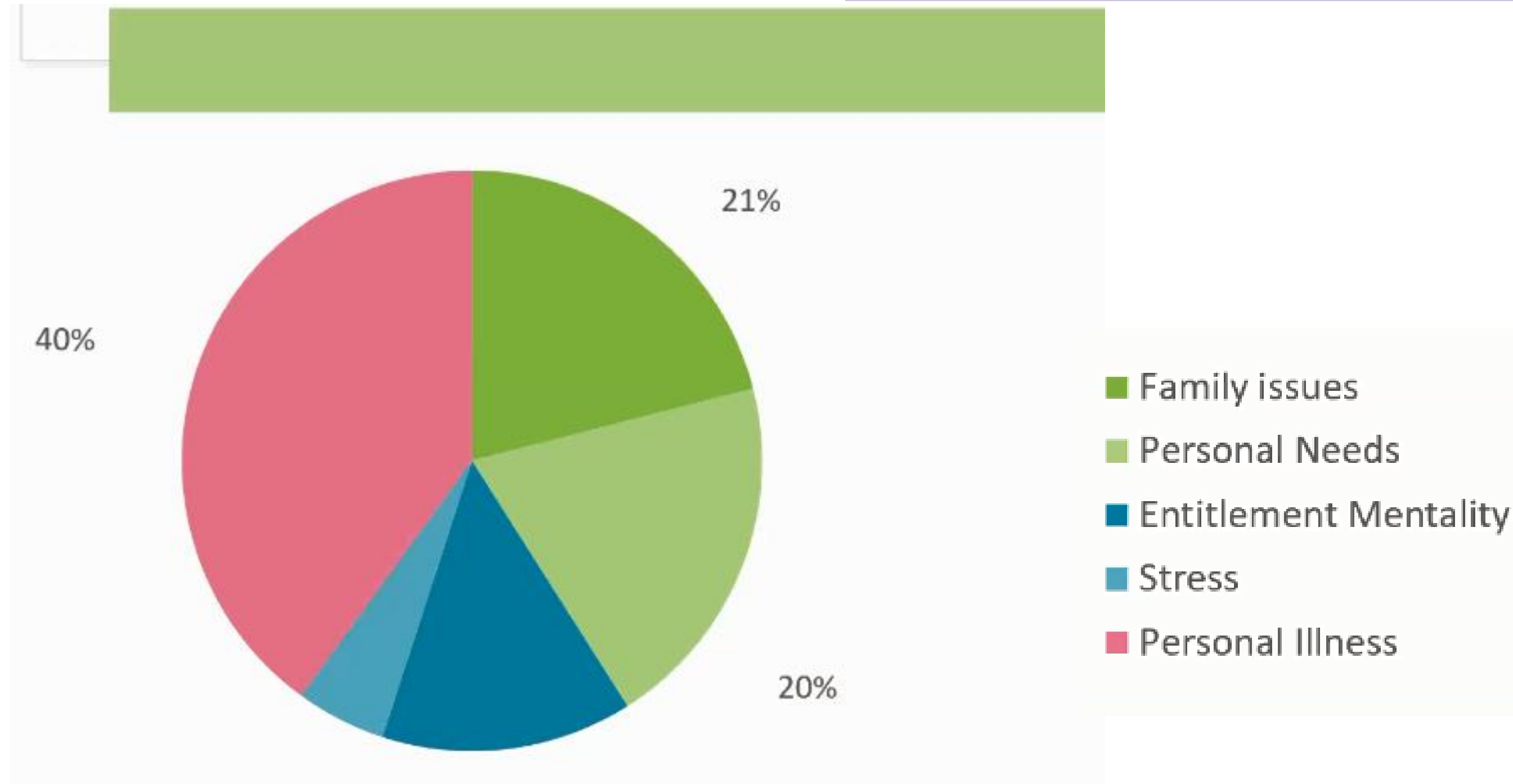


MANAGING ABSENTEEISM



REASONS FOR ABSENTEEISM





WHAT IS YOUR SUGGESTION?

ABC CORPORATION CASE DISCUSSION

- Prioritization: Budgets from existing initiatives were diverted to initiatives which addresses absenteeism.
- New employee engagement initiatives were taken in line with Reasons for Absenteeism.
- New policy changes were introduced.
- Absenteeism rates were reduced from 7.2% compared to acceptable limits of 3.8%



CONTROLLING ABSENTEEISM

- Positive reinforcement approach
- Disciplinary approach

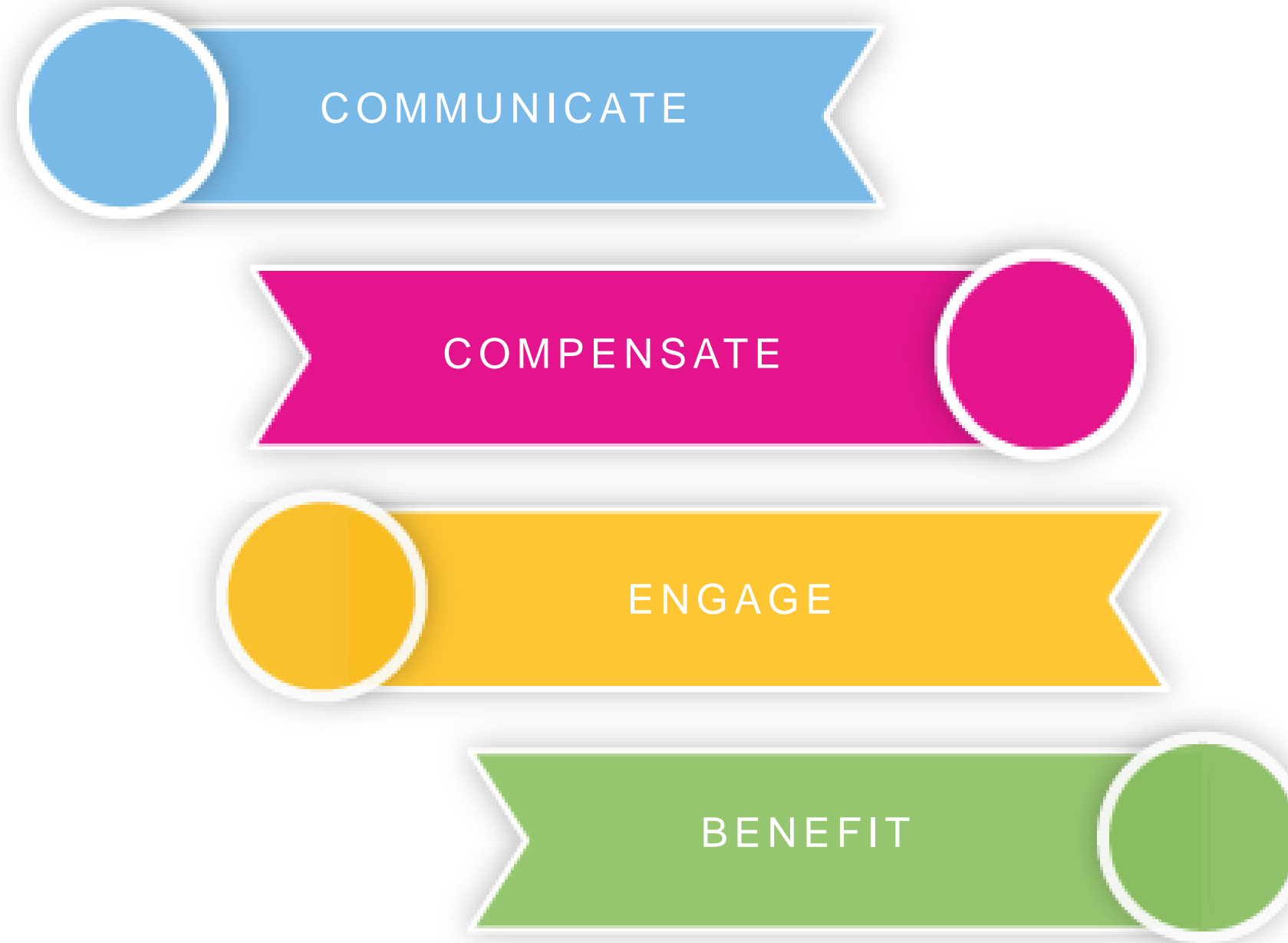


EMPLOYEE RELATIONS INITIATIVES

- Flexible work policy
- Clear policies on absence
- Train to the managers
- Company doctor policy
- Review your internal culture
- Create rewards and recognition for positive employee attendance



FOUR PRONGED APPROACH TO MANAGING ABSENTEEISM



DIRECT COST OF ABSENTEEISM

- Hourly/daily wages
- Benefits (insurance, pensions, holiday pay etc.)
- pay for temporary help
- pay for overtime work
- HR administrative costs



INDIRECT COST OF ABSENTEEISM

- Costs to manage the effects of absence and replacement
- Replacement costs of new or temporary employees
 - Recruiting
 - Training
 - Onboarding
- Productivity loss (quality and quantity)
- Client service costs
- Employee morale



SUMMARY

- Case Discussion
- Controlling absenteeism
- Employee relations initiatives
- Four pronged approach to managing absenteeism



THANK YOU!