



Considerations and Best Practices for a RIF or Call-Back to work process

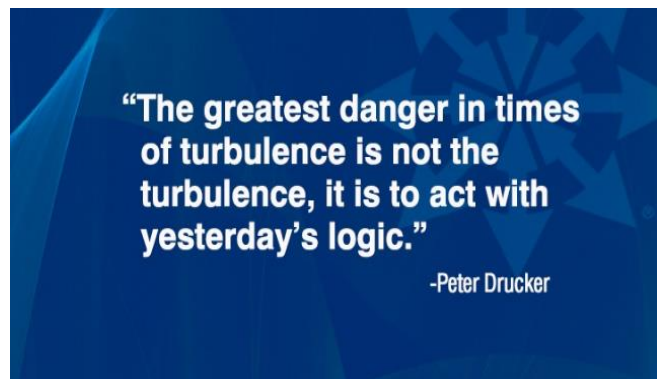
The business scenarios we are currently experiencing are unprecedented. The PPP has allowed many of us to postpone a RIF of our talented teams. As stay at home order close as the 8 weeks of PPP funding is exhausted many firms will have difficult choices to make around their workforce. Each company, industry and scenario are different and requires special considerations. What is not different is that talented, motivated people drive business results so the decisions around your staff are some of the most important decisions you will be making. To do it with careful consideration, solicit feedback from your leaders, communicate clearly to all levels of the organization and use a strong process. Below is an example of a rubric to use when readying for a staffing change.

Employee Name	This Role is essential to our business	This person is Cross Trained And could be a flex resource	This person is adaptable to change and demonstrates a positive, collaborative attitude.	This person is a Values Match to our culture	Special considerations
John Doe					
Jane Doe					

Likert Scale: 1-No/Never 2- Sometimes 3- Yes/Usually 4- Always/ Exceeds

Within our practice we work with many different businesses within different industries and all different sizes and stages, so there is no single rubric. Yet, there are basic approaches to make sure the organizational decisions are future focused, compliant and help ensure that you end up with a team that can get you to the other side of COVID-19 and into your future state.

Keep in mind, what roles and staff got us to Q1 2020 may not be the same resources we need going forward. The world has changed, markets have shifted and undoubtedly you have some new learnings from these past few months. As leaders your responsibility is to create a sustainable business model that will deliver into the future. No small task. Realistically, some of our roles may not be necessary anymore, eliminate them and shift resources to help you in areas you need to win. Hopefully, you can shift talent within the organization, but that only makes sense if the shift of talent drives the business forward.



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