

Document 1

The Downside of Flex Time

Remote work, especially in a world affected by Covid-19, naturally leads to “flex time.” Employees with small children might be getting the majority of their work done at night after the kids are in bed. Others are working early and
5 hoping to quit early. Still others are starting late and working late.

If everyone on your team is working different hours, you may be getting emails and messages at all hours of the day, night, or weekend — which can quickly create an always available, or “always-on” environment. That might be necessary in some industries during these challenging times, but certainly not in every industry and not
10 for everyone in any industry. But once this takes root in your company culture, it becomes difficult, if not impossible, to “reset” later. And “always-on” isn’t sustainable. It increases pressure and quickly turns your company into an unpleasant place to work. It might cause even the most dedicated employees to consider other offers.

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Document 2 :



www.thehindubusinessline.com

Document 3

Scheduling Problems with Flex Time

Flex time during core business hours, where employees are permitted to choose
20 their own hours within a core block, is permitted by 57 percent of businesses
according to the Society for Human Resource Management's 2019 Leave and
Flexible Work Study. However, if scheduling is not monitored, the company may end
up with periods during the day without enough coverage.

If everyone decides to start the workday at 10 a.m., for example, no one is around for
25 early-morning tasks. You may miss out on client calls or potential leads when no
one is manning the phones. Even if some people come in early to work, you may not
have enough people at the office to handle all of the necessary tasks.

One solution is to require employees to commit to a particular work schedule that
they are able to choose to some degree. This allows for flexibility, but you still have
30 the regularity of when people come in to ensure proper coverage is available.