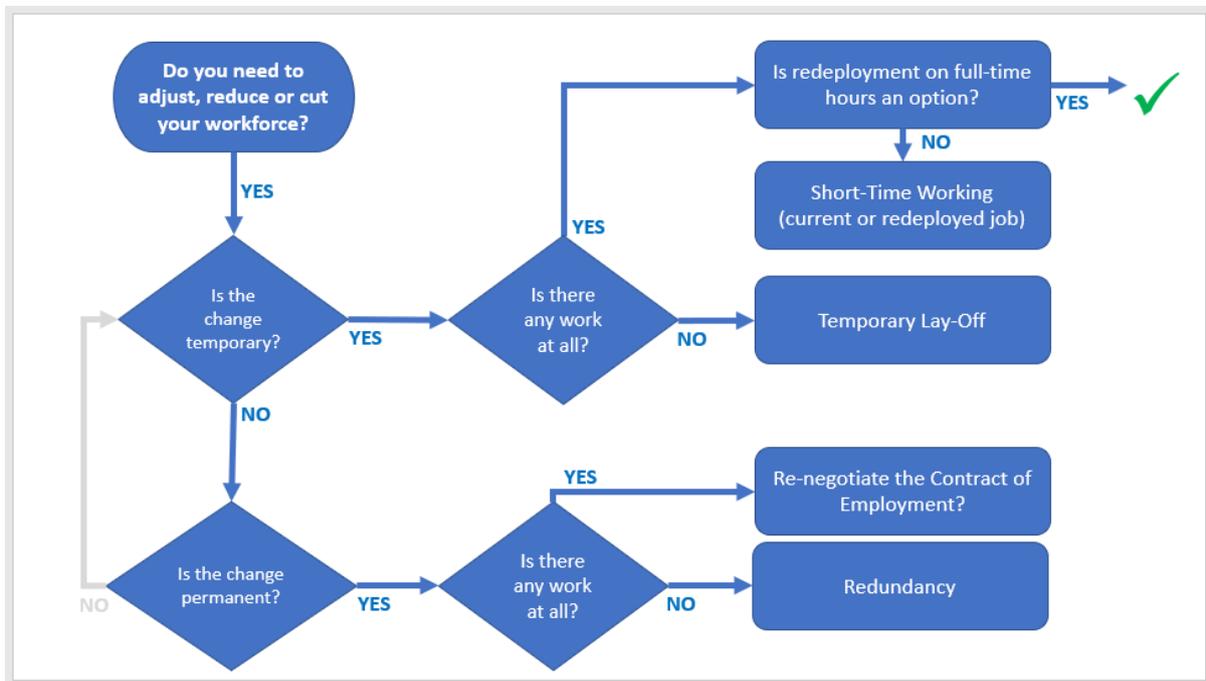




WORKFORCE RESOURCING OPTIONS

Where it becomes necessary to change the level of resources in your business the options and choices are relatively straight forward. In some cases the outcome is selected for you by the level of impact on your business, the remaining workload or the availability of cash. Covid-19 is by far the most significant and necessary change imposed on people and Irish business in living history and you are not alone in having to make these changes.

None of that changes the fact that *“it isn’t what you do, but how you do it”* that matters most to people. In particular, the pace at which you can implement these options is specified in law and all options require (and benefit significantly from) regular communication, consultation and engagement - to avoid unnecessary stress, delay or resistance for all involved.



The decisions are logical but not easy to make or implement. It is important to reflect on and discuss the available options and the priority must be to secure your business while maintaining as many jobs as possible.

Short time working occurs when the job continues to exist but the employer is unable to regularly provide the full contracted hours of work. This must be notified to the employee(s) in writing – Further information on Short-Time Working can be found here;

[Short Time Working](#)

Temporary lay-off arises when the employer, on a temporary basis, is unable to provide any work for employee(s). This must be notified to the employee(s) in writing. Information on Temporary Lay-Off can be found here;

[Temporary Layoffs](#)

Where the change is not short-term or temporary a permanent solution is therefore required. In circumstances where the job need will continue to exist, but not on a full-time basis, an option for consideration before making the position redundant is to offer the alternative role on reduced hours and re-negotiate the contract of employment. These changes must be agreed and in writing, complying with the *Terms of Employment (Information) Act, 1994*. This may not be of interest to either of the parties, but is a useful option to consider.

Finally, where the job need has expired and none of the other options are suitable then redundancy is the only remaining option. Information on Redundancy can be found here;

[Redundancy](#)

[Insolvency](#)

Based in Clane, HR and learning and development consultancy Sunflower HR support the people agenda in your business. *“Bringing experienced people problem solvers to your business when you need it”* is why I set up the business - John Gorman is owner and Director.

