

TIDBITS

Working from Home



What is teleworking?

The use of information and communications technologies (ICTs), such as smartphones, tablets, laptops, and desktop computers, for work that is performed outside the employer's premises (Eurofound and ILO, 2017).



Teleworking - agreement between the employer and the employee and includes basics as:

- Decide on working hours/schedule,
- Communication tools to be used,
 - Work to be accomplished,
 - Supervisory mechanisms
- Mechanisms for reporting on the work completed

“Teleworking policies could be an essential part of any BUSINESS CONTINUITY PLAN. In the case of an unforeseen event (extreme weather, terrorism, pandemic) that prevents employees from taking up work at their regular offices or workplace, the possibility of teleworking allows them to perform work offsite and to keep all healthy and safe and the organization operational.”

Checklist for Teleworking and Communication Mechanisms can be found at <https://www.belize.org/about-covid-19/additional-resources/>

For more information call 223-5330 or WhatsApp (501) 614-3138