

Why Telework?

Enhance Business Continuity

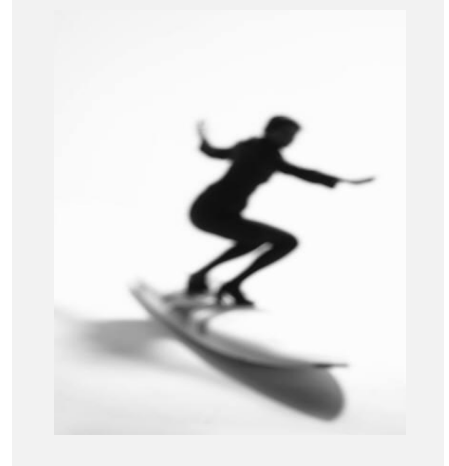
Organizations need to prepare emergency contingency plans that will enable them to continue critical business processes in order to prevent losses in productivity and performance, even when unforeseen events displace large numbers of their workers from their offices.

With a telework program in place, organizations can make this transition more easily and avoid being blind-sided by the events. For some organizations, the telework option provides the most functional, and least expensive, option for continuity of operations. It allows the flexibility to:

- **work from any location**
- **react immediately**
- **maintain employee productivity**

Integrating telework into the organizations COOP (Continuity of Operations) Plan is critical to allow an agency or organization to continue its essential operations in case of a major emergency.

Telework statistics indicate employees are less likely to leave a position that allows them to work from their home at hours that are convenient for them. According to the International Telework Association and Council, teleworking yields a 20% decrease in employee turnover on average. Telework is significantly impacting recruitment and retention in organizations globally. It is quickly becoming a make-or-break issue in employee career decisions. In identifying top drivers for implementing telework programs, recruitment and retention is cited most frequently by managers. The costs associated with recruiting and retaining valued employees can be significantly reduced with the option to telework. MGC can show you how it's been done in call centers, contact centers, and many other organizational structures.





Increase Productivity

Increased productivity ultimately leads to cost savings. When organizations are able to produce more with the same or less employees, they can quickly reap the saving rewards and focus their attention and finances on other areas. Organizations who have successfully implemented telework programs usually report increased productivity for teleworkers of 10-20% on average. Here are a few companies that proudly report productivity gains as a result of their telework program:

Maryland Department of Transportation – reports 27% increased productivity

Virginia Department of Taxation – reports 15% increased productivity

American Express – handled 26% more calls and produced 43% more business

AT & T – reported \$100 million savings per year from productivity increases

JD Edwards – reports 20% - 25% increased productivity

Compaq – reports 15% - 45% increased productivity

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Increase Work – Life Balance

As organizations evaluate the feasibility of implementing a flexible work arrangement, our team of experts at MGC can help organizations determine the best flexible work arrangement that increases work/life balance and effectively meets the needs of the business.

Flexible Hours

A flexible approach to working hours (when feasible based on business needs) can help ensure a successful telework program and dramatically reduce usage of leave.

Increased Job Satisfaction

Survey statistics indicate the majority of employees who telework one day a week reported increased job satisfaction.

Less Commute Time

Every year, traffic congestion caused by millions of Americans commuting to and from work results in 3.7 billion hours of lost productivity, adds up to 92 million work weeks for commuters stuck in gridlock, and costs the nation \$63.1 billion in wasted time and fuel, according to the Telework Exchange. Teleworking provides an excellent solution to this problem of excessive unproductive time.



Promote Energy Efficiency

Telecommuting is a great way to “go green” AND experience positive results for the organization and employees. Organizations are realizing that **saving money and the environment is good**. The U.S. Department of Transportation’s study closely examines the environmental and transportation benefits of teleworking. The study suggests that overall emissions of pollutants are projected to increase by almost 40 percent by 2010 because we are driving more and under more congested conditions. If more people begin to telework, it can significantly reduce the amount of pollutants dispersed in the future.

Implementing a Telecommute Program is an Eligible Activity:

Implementing a telecommute program is an approved eligible activity under the *transportation program to conserve energy* category for the Energy Efficient and Conservation Block Grant Program. Specifically, funds can be used for incentive programs to reduce commutes by single occupancy vehicles, and state/local/regional integrated planning activities with the goal of reducing greenhouse gas emissions and vehicle miles traveled.

MGC will help you “green” your organization. We will provide the tools you need to achieve the ‘green’ goals you set and measure your progress accurately.

Reduce Operating Costs

Real savings resulting from telework programs that impact the bottom line can be found by focusing in the following areas:

- [Overhead Savings](#)
- [Recruitment & Retention](#)
- [Absenteeism](#)
- [Productivity](#)
- [Energy](#)

It’s important to understand that implementing a telework program will require some start up and recurring costs associated with technology, training, support and maintenance. However, a successful telework program implemented correctly will reduce many costs that you may not even measure currently and the long term probability of cost reduction is high.

MGC has the tools and experience necessary to show you how to get the most out of your telework investment and accurately measure cost savings.



Energy Efficiency Conservation Block Grant (for state, local, and tribal governments)

The Energy Efficiency and Renewable Energy recovery program with The U.S. Department of Energy’s purpose is to assist state, local, and tribal governments in implementing strategies to 1) reduce fossil fuel emissions; 2) reduce total energy use; 3) improve energy efficiency in the transportation, building, and other appropriate sectors. An effective telework program can help accomplish these goals.

The Energy Efficiency Conservation Block Grant was created to accomplish the following:

- Reduce fossil fuel emissions
- Decrease total energy consumption
- Improve energy efficiency in the transportation, building, and other energy consuming sectors
- Spur economic growth
- Create and/or retain jobs



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Empowering Business Mobility

Founder's Corner

The demands of today's work environment has developed into something very different from the workplace we were familiar with even a decade ago. Organizations are strategizing to perform as efficiently as possible while trying to keep costs low and profits high. Employees are juggling those organizational demands with unprecedented real-life circumstances that require flexibility and innovative solutions. How can organizations get the productivity they desperately need to stay afloat in this challenging economic environment? Can employees find a way to balance their careers and daily life obstacles? Telework is the #1 business solution that offers tremendous benefits to the employer and the employee simultaneously! Let's strategize smarter with effective and innovative business solutions that empower business mobility and provide practical solutions to real problems.

Are you ready to work outside the office box?

Telework is here to Stay!

Modern technological advances have made it easier to work anytime, anywhere, and any place. There are no real reasons why more people should not telework. While there are still some legitimate issues with technology, the majority of the concerns over information technology and security have been addressed and overcome. The concept of teleworking is not only compelling, it is inevitable.