Employee Communication
RETURN TO THE WORKPLACE 2021
UPDATED July 7, 2021

Please share with your teams.

WHAT YOU NEED TO KNOW:

- Employees currently working from home will gradually return to the physical workplace by September 7, 2021.
- We’re moving forward safely. The safety of our employees and the community continues to be our top priority.
- The return to the workplace plan follows all Public Health Orders (PHO) and the Province’s 3 stage Re-Opening Roadmap.
- Managers and Directors will be returning to the workplace after July 11, 2021.
- Having everyone return to the workplace will help us learn, together as an organization, how we work towards our next normal and recover from the COVID-19 pandemic.

INFORMATION

A return to the workplace will be safe, gradual and measured. A recovery working group has built a plan to align with the Province’s 3 stage Re-Opening Roadmap. Each department will implement a plan that is Director-led to accommodate department needs unique to their operational requirements.

To help employees prepare for a return to the workplace, please refer to the resources on CityConnect: Employee Checklist, Return to the Workplace FAQ’s, Return to the Workplace Resiliency Toolkit.

QUESTIONS AND ANSWERS

Can I return to the office sooner?
Speak with your leader to determine the next steps of your return to the workplace.

I am productive at home, why can’t I continue in this arrangement?
Those employees who could work from home, began doing so in response to public health orders associated with the pandemic. That situation will be different than how we want to function as an organization moving forward. As an organization we need to determine how we will work post-pandemic. Bringing employees back to the workplace will provide everyone an opportunity to examine what that might look like.
Can I choose my own return to work date?
Speak with your leader to determine how your department is returning. A planful and progressive method of returning all employees will ensure the least amount of disruption to everyone.

Where do I get help if I’m struggling to return to the workplace?
We know that returning to the workplace after spending months at home during a pandemic may be difficult for some employees. The Return to the Workplace Resiliency Toolkit is a great resource for everyone. Watch the Learning Calendar for employee sessions designed to help transition back to the workplace.

Our Employee and Family Assistance Provider is available 24/7 to support you with concerns or crisis. The confidential number is 1.866.757.6620.