7 TIPS TO KEEP YOUR BUSINESS RUNNING DURING THESE UNCERTAIN TIMES

1 CREATE A NEW NORMAL

Companies around the world have rolled out remote working for their employees as a response to the Coronavirus.

Ensure your staff members have the tools they need to perform their job. Revisit your home working policy and establish working routines.

2 FOCUS ON RESULTS, NOT THE SCHEDULE

Improved focus is not just about getting more done, it's about achieving the right results using the time you have.

Be mindful that there is/will be severe disruption to people's lives during the COVID-19 outbreak and giving flexibility is key.
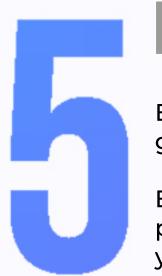
3 COMMUNICATION

We suddenly find ourselves in a fast-moving uncertain situation and the biggest fear often comes from the 'what if's' or the 'unknown'.

Communicate early and often with your staff, suppliers and customers.

4 TRANSPARENCY

You may be asked questions you really do not have the answers to, even if you are trying to understand the extent of the problem yourself.

Being open and honest increases your business credibility, not only with your customers and suppliers but with employees too.

5 LEGAL REQUIREMENTS

Ensure you stay up to date with the changing government guidelines.

Educate yourself on statuary sick pay (SSP), parental leave and time off for dependents to ensure you are operating in a fair and compliant way.

6 BACKUP YOUR BACKUP PLAN

It's hard enough under normal circumstances to plan for business emergencies but when we find ourselves in an unpredictable situation, your initial plan could become null and void very quickly.

Ensure you have a backup of the backup especially where you may be reliant on individual staff members.

7 EVALUATE YOUR BUSINESS INFRASTRUCTURE

Are your key systems accessible to remote workers?

When working from home, your employees will need to be able to access your business systems in order to be productive.

Technology is fast becoming the life line of any business so, now might be the right time to look at how you can implement cloud ERP, CRM and other collaboration tools into your business.