**From:** [redacted]
**To:** Quinn, Aisling (P&OD)
**Cc:** [redacted]
**Subject:** FW: Review of Hybrid Working Policy
**Date:** 02 March 2025 21:44:53
**Attachments:** REVIEW OF HYBRID WORKING POLICY.pdf
image001.png

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Aisling,

For some reason this didn't come through to e on Friday afternoon. You will note a number of matters being raised:

a. Concern with the word 'encouraged' - paras 4.5 and 4.6 of the draft policy covers this

> 4.5 If you are on an apprenticeship scheme; graduate management programme; in your probationary period; or have moved to a new post, you are encouraged to attend your workplace for more than the 40% workplace attendance requirement to maximise the benefits of face-to-face interaction; build team cohesion; support your learning and development opportunities and wellbeing; and help expand your professional network.
>
> 4.6 To ensure teams feel supported and the benefits of face-to-face interaction in the workplace are optimised; and a learning culture is embedded, Senior Civil Servants are encouraged to attend the workplace for more than the 40% workplace attendance requirement per week.

b. Noted that 'business need' will be expanded in FAQs however have asked that the exclusion from the policy is reconsidered by P&OD.

[redacted]

[redacted] **| HR Policy Branch|People and Organisational Development|NI Civil Service,** Bruce Street| Belfast | BT2 7JD
[redacted]

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**From:** [redacted] **On Behalf Of** Greer, John
**Sent:** 28 February 2025 14:52

**To:** [redacted]
**Cc:** Boyle, Colum (DfC) [redacted]; Greer, John [redacted]; O'Kane, Eamon [redacted] Cosgrove, Allison [redacted] DfC Corporate Services Deputy Secretary's Office [redacted] DfC Permanent Secretary Support [redacted]
**Subject:** Review of Hybrid Working Policy

Good afternoon [redacted],

Please see attached letter on behalf of John Greer, Deputy Secretary, Corporate Services, DfC.

Kind regards,

[redacted] | Corporate Services Deputy Secretary's Office | Department for Communities
[redacted]

**Supporting people, Building communities, Shaping places**