

4 Phases To Help You Transition to a Remote 1st Work Culture

Many organizations are moving to adopt a remote 1st business model. This digital transformation can impact every aspect of your business and it's integral to have the right technology, tools, and leadership skills to thrive in this new environment.



1

Build Alignment

- Hold Executive strategy sessions to identify mindset, goals and long term strategies in key areas including: Culture, HR Policies & Procedures, Technology and Legal
- Consider risk levels to determine priority
- Agree on deliverables and timing



2

Establish Baseline/Take Inventory

- People, processes and applications that support business model
- Work from home policies and compliance requirements
- Engagement, trust and communication levels
- Leader confidence and collaboration skills in a remote environment
- IT Assets – software and hardware including mobile
- Current security strategy, continuity/recovery plan and tools used for support
- Conduct vulnerability scan across entire network and applications



3

Perform a Gap Analysis

- Perform gap analysis between baseline data and what's needed to create a thriving remote work environment
- Revisit priorities to determine any adjustments
- Develop execution plan and timeline



4

Execute Using an Iterative Design

- Roll out changes in an Agile/iterative approach
- Pick one business unit to start with training, policies, technology
- Perform retrospectives throughout and at the end of project. What went right, what went wrong, what can we improve?
- Incorporate feedback and improve
- Expand to other business units