

Consultation

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CNSOPB - Canada-Nova Scotia Offshore Petroleum Board

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Departmental Hybrid Profiles

Current Status: Please provide a brief overview of your department's hybrid plans for fall 2022. We understand departments are in various stages of planning and implementation, and that plans continue to evolve. If information is not available for some of the questions, please indicate and provide an estimate if possible.

<p>Name and size of Organization</p>	<p>This link may be helpful: Size of organization</p> <p>Organization Name: Canada-Nova Scotia Offshore Petroleum Board</p> <p>Number of Employees: 18</p> <p>Does your organization have regional offices?</p> <p>Yes/No</p> <p>Are your regional offices GC co working spaces?</p> <p>Yes/No</p>
<p>Position Assessments</p>	<p>Did your organization assess positions for compatibility with hybrid work?</p> <p>Yes/No</p> <p>If yes,</p> <p>What percentage of positions were assessed as having full-time in-office requirements?</p> <p>5.5%</p> <p>What percentage of positions were assessed to be compatible with hybrid work, where some time is spent working remotely and some time is spent on-site?</p> <p>38.9%</p> <p>What percentage of positions were assessed as compatible with fully remote work / telework?</p> <p>55.5%</p> <p>What considerations were applied to determine a fully remote position (e.g., hiring outside of the NCR, skills shortages, Diversity and Inclusion considerations, etc.)</p> <p>Job duties are suited for remote work. Individual has skill set to work remotely.</p> <p><i>We acknowledge that positions assessed for full time remote are not always offered this option</i></p>
<p>Experimentation</p>	<p>Is your department currently testing out one or more hybrid models or other aspects supporting the implementation of hybrid work?</p> <p>Yes / No</p>

	<p>If no, why? – we have moved forward with our current arrangement. We will assess and adjust as necessary.</p> <p>If yes: What is your organization experimenting with? What is the experimentation timeframe? What percentage of employees are participating? Is participation voluntary or mandatory?</p> <p>How is data being collected? – Some examples could include employee surveys, HR system/ administrative data, IT system-based data etc. *If you have employee pulse data, please share aggregate results</p> <p>What outcome measures* is your organization using:</p> <p><i>*Outcome measures refer to aspects of experimentation outcomes that will inform future decision-making. We are interested in learning more about what is important to organizations to help inform our government-wide hybrid experimentation efforts. Some examples include diversity and inclusion, mental health, talent retention, onboarding, social cohesion.</i></p> <p>Are you interested in joining OCHRO’s Hybrid-in-a-Box Experimentation initiative? Under this initiative, OCHRO’s Research and Experimentation team would centrally administer an evaluation of the hybrid models you are testing and provide you with a departmental summary and a GoC-wide roll-up of the results of other participating organizations. Yes / No / My organization is already a partner</p> <p>If yes, please provide a contact name:</p>
<p>Hybrid model(s)</p>	<p>Has your organization shifted to a hybrid work model(s)?</p> <p>Yes / No / Soon to implement</p> <p>How many days are staff who worked full-time remote during the pandemic now required to come into the office? If your organization is testing multiple models, indicate as many as apply:</p> <p>Once a month or less One to three days a month One day a week Two days a week Three days a week Four days a week Five days a week (full time) Not applicable: Staff have not been instructed to work on-site at a regular cadence Different requirements based on employee location</p>

	<p>Other:</p> <p>If you have selected multiple hybrid models above, please include additional information on the models you will be testing and how they apply across your organization:</p> <p>How are the on-site days chosen?</p> <p>Employees individually decide which day(s) to come on-site There are fixed “team days” where everyone in the team comes on-site A combination of a) and b) Other:</p> <p>How did your organization choose hybrid models?</p> <p>Position profile assessments Employee location (NCR employees come into the office) Precedence set by other government organizations Employee engagement / Team charter exercises Other:</p> <p>Did your organization apply a GBA+ lens when choosing hybrid work models?</p> <p>No</p>
<p>Real Property & Technology</p>	<p>How is your office space currently configured?</p> <p>Hoteling workstations Traditional assigned cubicles Activity Based Workplaces Other: Individual offices for hybrid staff</p> <p>Has your organization considered building more collaborative workspaces and/or boardrooms to better facilitate hybrid meetings? Yes – team meeting rooms</p> <p>Are you planning to reduce your office footprint? Yes / No</p> <p>Have you invested in technologies to adapt to a hybrid environment? For example, boardroom meeting technology, online workplace booking systems etc.) Yes / No</p> <p>If yes, please list</p> <p>Boardrooms are equipped with technology to allow for hybrid meetings. employees can book a hoteling office or teams meeting rooms through outlook calendar</p>
<p>Onsite Presence</p>	<p>Do you have a tool to track what percentage of employees in your organization are going into the office on a daily or weekly basis? Yes / No</p> <p>If yes: Please specify the name of the tool:</p> <p>Please specify the latest data / estimate you have on: ___% of employees in office full time ___% of employees in hybrid work</p>

	<p>__% of employees full time teleworking Time period the data refer to: _____</p>
Challenges	<p>What are your top three barriers (e.g., TBS policy, unassigned seating, growth of employees vs. allocated space, other) affecting the transition to a hybrid workplace?</p> <ol style="list-style-type: none">1. We have a small employee number. Ensuring that there is always more than one person in the office can be a challenge.2. Fairness – employees who are working hybrid comparing to those working at home 100% of the time and vice versa.3.
Engagement	<p>Have you consulted with your staff on the shift to hybrid work? If so, what are some of the key takeaways?</p> <p>We have done an employee survey with staff. Employees like the work-life balance of hybrid working. They enjoy coming into the office to get social interaction and enjoy being home to focus in on work tasks.</p> <p>Have you consulted with Employment Equity Groups within your organization? – No</p> <p>Have you consulted with your Bargaining Agents? – We are a non-union organization.</p>