

Colleagues,

An updated set of FAQs plus a covering note was issued by PER on Sunday 15<sup>th</sup> March 2020. This update extends and clarifies directions to civil and public sector organisations regarding attendance and service delivery through the current COVID-19 incident.

We have extracted several key messages from the FAQs and applied them to the CSO. Please note the following, which have immediate effect:

- Subject to meeting the demands of the business, attendance in CSO Offices should be limited to what is strictly necessary
  
- Remote working should be the first choice in all cases, where this is possible
  
- Where remote working is not possible, staggered attendance and social distancing must be practiced actively. Teams are to be divided into A and B teams, with attendance managed on a staggered basis to maximise social distancing. Details of the staggered shift hours will be issued by HR and Facilities shortly.
  
- Continuing the production of Official Statistics to inform Ireland about the evolution of our economy and our society through the current period is essential, to the greatest extent possible
  
- Heads of Division, APs/Statisticians and local managers will be relied on as the principal conduits for organising the content and distribution of work during this period
  
- All staff who will move to working remotely, all staff already working remotely or any staff already out of the office for childcare or self-quarantine purposes are requested to make contact information available to their line managers and to maintain daily contact during the period of their absence from the Office
  
- We are expected to pull together as a unified public service to support our country through this period. This means that we may be

called to undertake duties outside our customary roles and even outside our usual organisation

- Work is underway formalising a mechanism to manage redeployment across the civil and public service. All staff are advised that they are susceptible to redeployment, which may include a requirement to return from working from home to take up alternative duties or to work remotely under alternative duties. Current indications are that redeployment may be into roles operating at any time in a 24/7 schedule

Planning for redeployment of staff will be undertaken in line with the following sequence:

- First category of staff for redeployment will be staff who have recent experience in DEASP or HSE related service delivery and whose skills can be repurposed immediately
- Second category for redeployment will be staff whose regular CSO duties have been ceased in the current circumstances
- Third category for redeployment will be staff who are working either in office or remotely, but who are undertaking non-priority activities at this time
- In extremis, we may be compelled to consider staff who are working either remotely or in office in areas that have been prioritised for business continuity to be reassigned for redeployment.

**Regular updates will be provided. Please remain attentive to communications from the Office.**

Management Board