March 2025 HR Report

Finalised: 01 April 2025

# Summary

* COVID cases saw a 7.5% increase in March 2025, compared to February.
* A total of 28 employees self-reported an absence, with a positive PCR test result.
* This month, the departments most affected were IT and Customer Services
* The regions most affected were Birmingham and London.

# Department Breakdown

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| --- | --- | --- | --- |
| Department | Total Cases | Average Absence Duration | Operation Impact Level |
| Customer Service | 10 | 7 days | High |
| IT | 10 | 12 days | High |
| Accounting | 3 | 5 days | Medium |
| Operations | 2 | 4.5 days | Low |
| HR | 3 | 8.5 days | Medium |

# Actionable Recommendations:

1. Temporary Staffing Support:  
   Consider short-term contract hires or cross-training employees in high-impact areas (Customer Services & IT).
2. Remote Work Expansion:  
   Encourage flexible work-from-home policies where feasible to maintain.
3. Promote Health Resources to all employees for increased awareness.