

Workplace changes  
we need now!



# What has been pivotal for Montbleu in terms of Work culture?

- *Blurred boundaries*
- *Team – Building blocks*
- *Reduced Hierarchical structure*
- *New perspectives (for management)*



# Perils of deviating from the advocated “CULTURE”..

- Conflicts that may arise due to the leniency





Common behaviors  
observed...



Long breaks  
during work  
hours...



"Someone complained to management  
about our long coffee breaks."





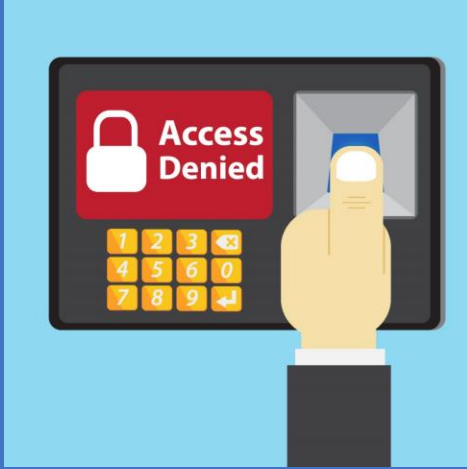


Missing to check on ZOHO  
attendance pages/Bio-  
Metric attendance punch  
in device regularly!!



- *Missing to update leaves/punches in Biometric device/ZOHO*





No intimation to the HR incase of card malfunction



Personal change for the road ahead...

- Let's all start doing the following on an immediate basis to bring in change
  - 1) Avoid Tailgating
  - 2) Cut down on Long breaks during working hours
  - 3) Update leaves/mis punches on ZOHO and keep monitoring the ZOHO pages on a regular basis
  - 4) Inform the Payroll SPOC in case of Biometric errors/malfunction etc.

Month (2023)	Expected (hrs./month)	Spent (hrs./month)	Difference (hrs./month)
Mar	160.00	161.00	-1.00
Apr	168.00	169.62	-1.62
May	168.00	157.85	10.14

Productive  
working hours  
(8 Excluding  
Break)

Month (2023)	Expected (hrs./month)	Total avail @Office (hrs./month)	Difference (hrs./month)
Mar	190.00	191.00	-1.00
Apr	199.50	201.12	-1.62
May	199.50	189.3	10.14

Total hours(9.5)  
spent from first  
check in to last  
checkout

### Office timing options

Check-In Time (Inclusive of Break)	Check out Time (Inclusive of break)
9.00 A.M	6.30 P.M
9.30 A.M	7.00 P.M
10.00 A.M	7.30 P.M

**Note- Tea Break – 15 Minutes each session**  
**Lunch Break- 1.00 Hour**



THANK YOU

