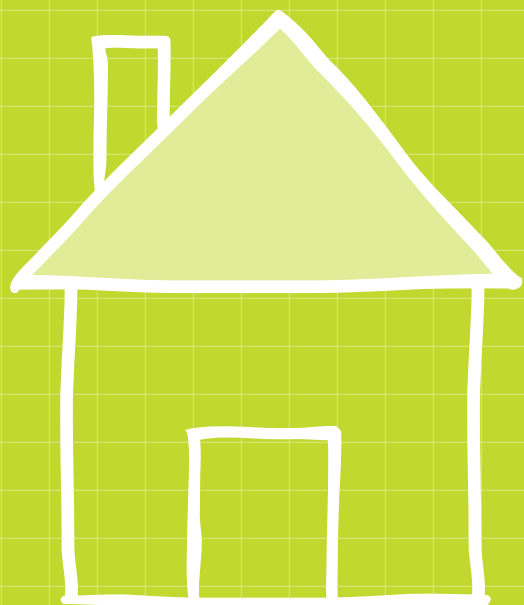
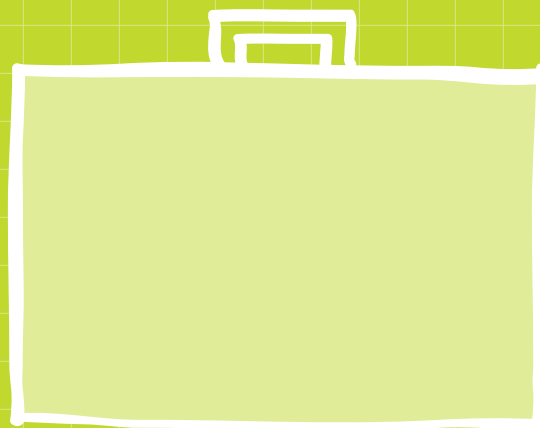


Give your employees work.

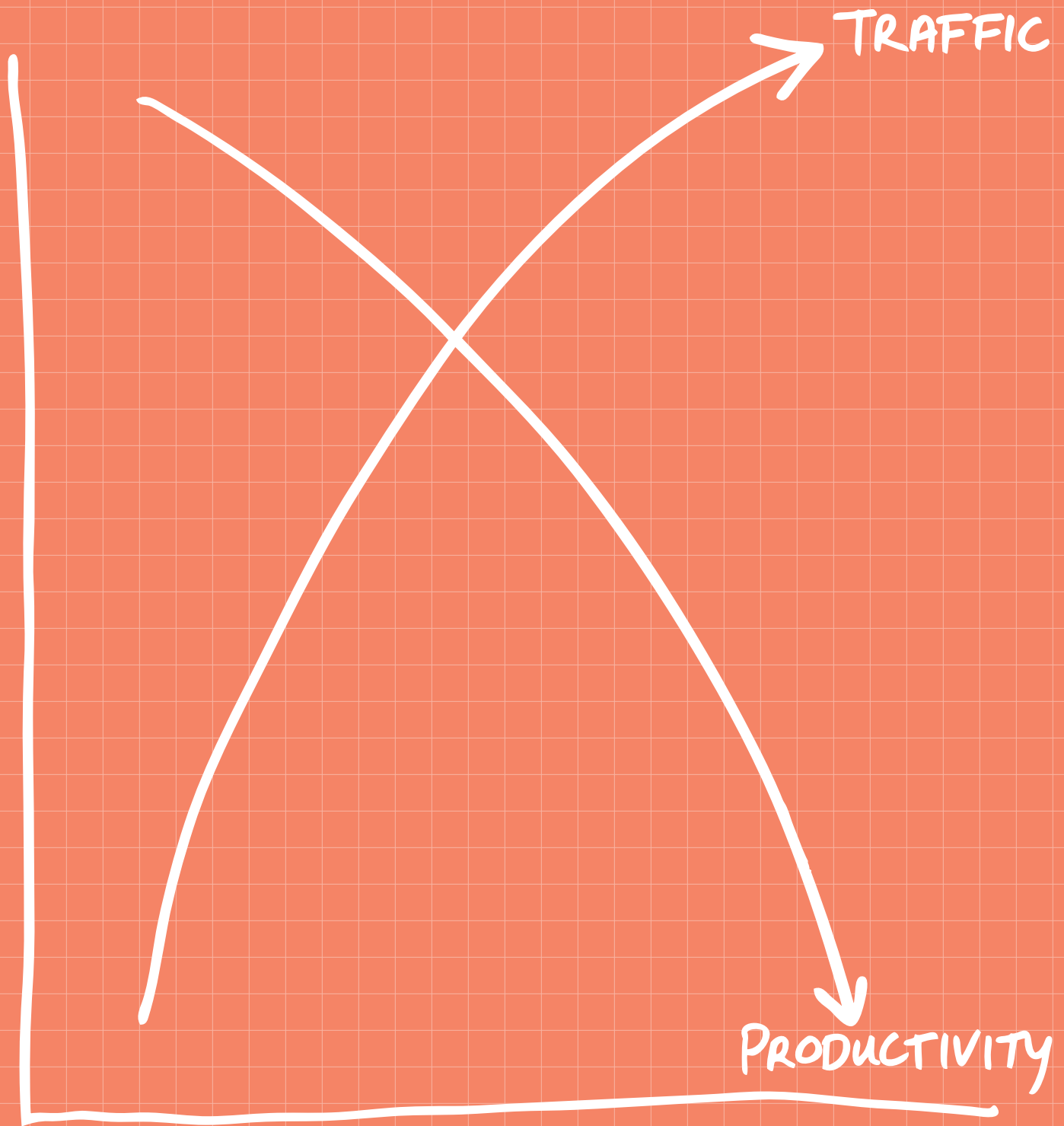
↑
HOME



+



Metro[™]



Are you losing money to traffic?

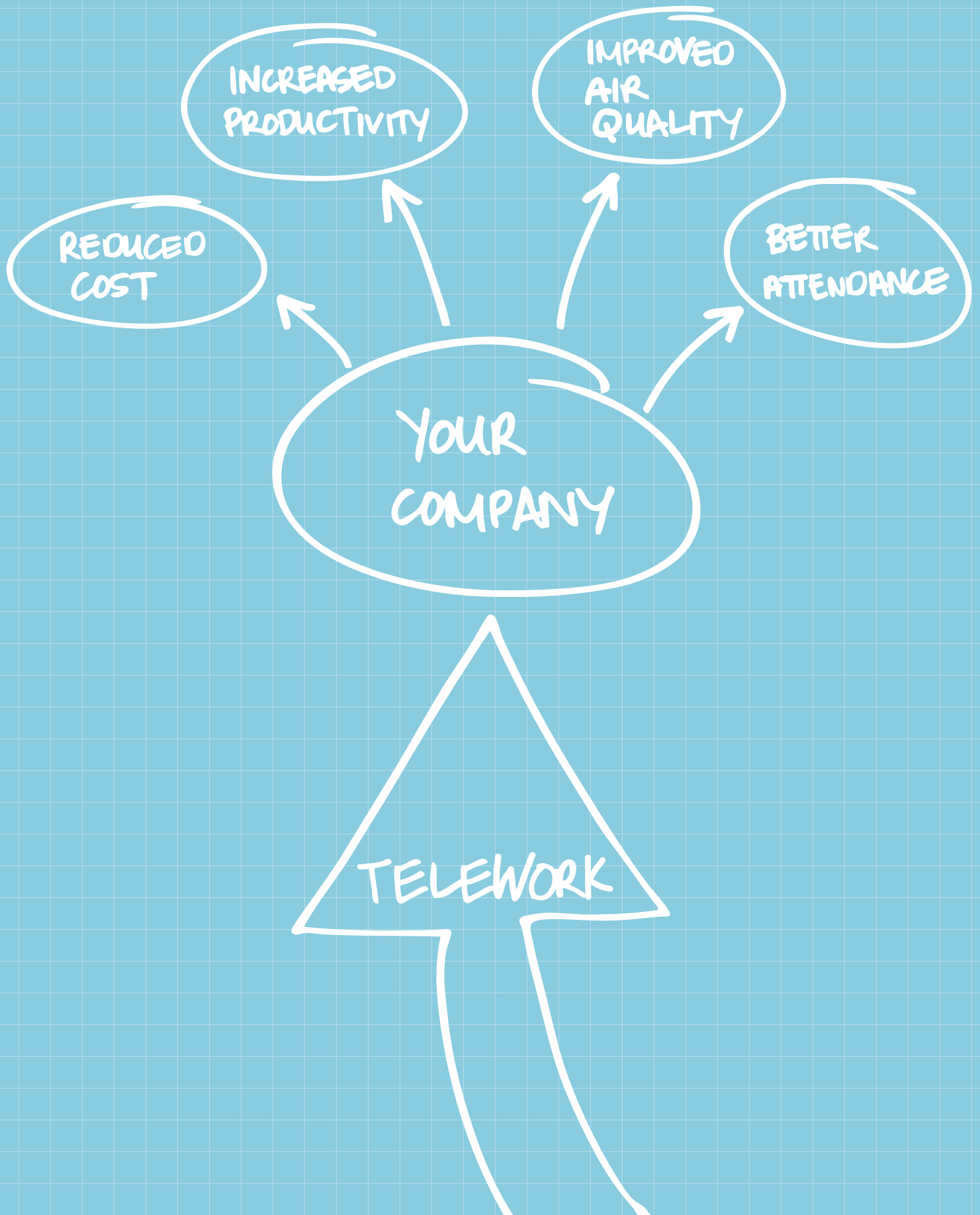
Traffic negatively impacts your company's productivity and bottom line.

See the costs:

- > Costs for unscheduled absenteeism average 2.7 percent of payroll¹ and cost an average of \$422 per employee per year.
- > Congestion adds an average of 72 hours of unnecessary delay per person each year².
- > Commuting stress is associated with elevated blood pressure, musculoskeletal disorders, increased anger and resentment at work, and adverse effects on cognitive function.³
- > Driving to work can sap employees of energy, even as much as two hours after the commute.⁴

Traffic congestion hurts your business!

1. 2007 CCH Unscheduled Absence Survey
2. 2007 Texas Transportation Institute Urban Mobility Report
3. *businessweek.com* - February 21, 2005
4. Telecommuting: Moving the Work to the Workers - CTS



Improve your bottom line and employee performance.

Start a telework program and you can:

- > Reduce turnover by an average of 20%¹
- > Trim absenteeism by as much as 60%²
- > Reduce facility costs by reallocating underused office space
- > Lower parking demand and costs
- > Attract and retain talented workers
- > Help attain air quality goals
- > Maintain business continuity during a disaster
- > Boost productivity by up to 22%²

Did you know?

- > Employees working at home at least one day per month increased by 63% from 2004 to 2006.²
- > More than 28 million of the 149.3 million workers in the U.S. labor force telework at least one day per month.²
- > By 2010, it is estimated that 100 million U.S. workers will telework.²
- > The Employment Policy Foundation predicts a shortage of eight million workers across all employment categories by the year 2014.

1. International Telework Association and Council (ITAC)

2. WorldatWork 2006 Telework Trendlines commissioned from The Dieringer Research Group

"TELEWORKING IS NOT JUST ABOUT PROVIDING AN IMPROVED WORK-LIFE BALANCE FOR THE EMPLOYEE, IT IS ALSO ABOUT IMPROVED BUSINESS PERFORMANCE FOR THE EMPLOYER."

Anne Ruddy *President of WorldatWork,*

An International Association of Human Resources Professionals, October 2006

Consider this.



Some managers resist the idea of managing offsite employees and believe that employees need to be close by to ensure that work gets done. In fact, teleworkers tend to be more productive than their non-teleworking counterparts.

In Los Angeles...

4%
of the work force, about 246,000, telework.¹

40%
or 2.2 million employees could telework.²

517 million
gallons of fuel could be saved by teleworking. At \$4 a gallon that's about \$2 billion in savings!

4.5 million
tons of CO² emissions could be reduced by employees teleworking.³

Teleworking makes sense:

> You already communicate by phone and email

Whether employees sit twenty feet or twenty miles away, distance should be a non-issue.

> Your employees can work toward deadlines from anywhere

A deadline is a deadline, no matter where employees sit.

> Employees who telework won't miss meetings

Most meetings are planned in advance, so employees can come into the office or arrange a teleconference.

Did you know?

Working Mother Magazine's 100 Best Companies (you want to work for) 2007 all offer access to teleworking.

1. U.S. Census Bureau
2. Consumer Electronics Association
3. Lister and Harnish, 2008

READING

WRITING

TRANSCRIBING

RESEARCH

ANALYSIS

DATA

PHONE

What jobs are best for Teleworking?

Great teleworking jobs entail reading, writing, transcribing, research, analysis, working with data and talking on the phone.

Telework-friendly jobs include:

- > Accountant
- > Advertising Executive
- > Analyst
- > Applications Engineer
- > Architect
- > Attorney
- > Auditor
- > Bookkeeper
- > CAD/CAM Engineer
- > Chemical Engineer
- > Central Files Clerk
- > Civil Engineer
- > Clerk Typist
- > Data Entry Staff
- > Data Search Specialist
- > Economist
- > Electrical Engineer
- > Field Staff
- > Financial Analyst
- > Graphic Artist
- > Insurance Broker
- > IT Support Specialist
- > Journalist
- > Legal Transcriber
- > Manager
- > Market Analyst
- > Marketing/Promotions Staff
- > Mechanical Engineer
- > Medical Transcriber
- > Programmer
- > Purchasing Manager
- > Realtor
- > Researcher
- > Outside Sales
- > Scientist
- > Software Engineer
- > Statistician
- > Stock Analyst
- > Stock Broker
- > Telemarketer
- > Web Designer
- > Writer

Give Teleworking a try.

Join these corporations that have already embraced telework as part of their employee commute programs.

- > **Accenture¹**
A whopping 92% of staffers telework.
- > **Allstate Insurance Company¹**
Nearly a third of staffers telework.
- > **Astrazeneca¹**
More than two thirds of all headquarters employees—close to 2,700 staffers—regularly worked off-site in 2006.
- > **Capital One Financial Corporation¹**
About one quarter of employees are part of “The Future of Work” program.
- > **Cisco Systems Incorporated¹**
70% of employees teleworked in 2006.
- > **Deloitte & Touche¹**
An impressive 78% of staffers at this financial services leader teleworked in 2006.
- > **Ernst & Young LLP¹**
One of the most popular flex choice options at this leading tax and accounting company is teleworking.
- > **Grant Thornton LLP¹**
Nearly everyone at this busy accounting firm can work from home thanks to company-provided laptops.
- > **Merril Lynch & Co. Inc.¹**
Almost half of the staffers at this financial services firm are equipped to work at a distance.
- > **Morgan Stanley¹**
About half of this financial service firm’s staffers teleworked in 2006.
- > **Prudential Financial¹**
About 44% of workers at this financial services firm logged in from home in 2006.
- > **Fox Interactive Media²**
Employees can arrange with their managers to telework from home or other locations. The option of teleworking is offered to some out of town job candidates worried about traffic in Los Angeles. According to the Senior Vice President of Human Resources, “It’s a benefit for us as we try to attract talent.”
- > **Health Net²**
Teleworking helps employees of the Woodland Hills-based office balance their personal and professional lives, and managers have not seen any drop in work productivity.
- > **Kaiser Permanente Southern California³ Regional Offices**
According to their Manager of Transportation Systems Management, “It’s as easy for IT staff to work from a home office as it is from their worksite. Employees not only save a commute trip, but also save on the high price of gas and avoid a hectic commute.”

1. Working Mother Magazine October 2007

2. Press-Telegram, May 2008

3. Metro Telework Phone Survey, June 2008



Metro

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