**Our survey has two parts:**

This **short survey** is intended to gather information that will help assess the effectiveness of your company’s **employee benefit programs** in addressing the needs of employees and their families in your countries in in response to the **COVID-19** crisis. The areas covered by the survey are:

1. Healthcare programs as they relate to providing medical care treating the COVID-19 virus and in dealing with associated mental stress
2. Leave and severance programs supporting employees financially in case of extended leaves or lay-offs
3. Other programs maintained by your company to support employees required to work from home

The study will also investigate the key challenges HR professionals are facing on a daily basis in managing this crisis.

The results of the survey will be aggregated and shared with participants. Summarized data will also be published more broadly but no company-identifiable information will be disclosed.

* **Part A** of the survey seeks to understand the main concerns and challenges that the corporate team responsible for global benefits is facing in managing the COVID-19 crisis for the company’s international operations. If you represent the corporate HR department, please complete the 2 questions in **Part A.**
* **Part B** of the survey seeks to obtain information from each of your countries. Please pass the Part B questionnaire form to each of your local country representatives to complete and submit either to you, or to us directly. Alternatively, please send the link below to each of your countries for downloading the Part B survey questionnaire.

[www.altaactuaries.com/covid-19-pulse-survey](https://www.altaactuaries.com/covid-19-pulse-survey)

You may also complete Part B questionnaires for your countries in the event that you do not have country level resources available to complete them.

Please complete the survey by **Friday, April 17, 2020**. The results of the survey will be shared the following week. Completed questionnaires should be submitted to us via the following address: **miguel.santos@altaactuaries.com**. If you need additional time or assistance with the responses, you may reach out to us and we will do our best to facilitate.

By proceeding with the survey, you hereby agree and accept [**Alta’s Privacy Policy**](https://www.altaactuaries.com/privacy-policy-1)**.** You may accessAlta’s Privacy Policy by clicking on the link. Survey responses will be kept anonymous by Alta.

**About Alta**

Alta is a global employee benefits consulting firm created by a group of seasoned professionals with a broad range of experience around the world and deep technical expertise. Our mission is to be the best-in-class firm in the field providing unbiased advice in a client-centric manner to elevate their human capital potential at an affordable cost. For more information visit [www.altaactuaries.com](http://www.altaactuaries.com).

**Introduction**

Please start the survey by completing the information about your company below before moving on to the questions in the following page:

**Company Name\***

**Respondent Name**

**Respondent Title\***

**Respondent Email\***

**Respondent Phone**

**Company Industry\***

**Global Headcount\***

**Number of Countries\***

**\* Required entries**

**Corporate HR Situation Assessment**

|  |
| --- |
| **Definitions** |
| ***Economic / Financial Risk*** | The financial impact of COVID-19 on company and employees from high healthcare costs, costs of extended paid leave or severance and loss of income to employees through salary reductions or furloughs |
| ***Health Risk*** | Ability of healthcare system (combined government and employer healthcare programs) in a country to successfully battle COVID-19 |
| ***Human Risk*** | Ability of the enterprise to adequately staff given mandated stay-home orders, illness and mortality levels  |
| ***Mental Health Risk*** | Impact of COVID-19 on productivity, engagement and mental health of workforce |

1. What level of concern from an HR perspective do you have that COVID-19 will have an adverse impact on your company’s human capital? Please rate from 1 to 4 according to the scale below.

 **1** = Minor to no concern **2** = More Significant Concern **3** = Major Concern

|  |  |  |  |
| --- | --- | --- | --- |
|  | **1** | **2** | **3** |
| Overall Level of Concern |  |  |  |
| Economic/Financial Concern |  |  |  |
| Health Risk Concern |  |  |  |
| Human Risk Concern |  |  |  |
| Mental Health Concern |  |  |  |

1. What are the main practical challenges the global benefits team at the corporate HR department is facing during the COVID-19 crisis around the world? Please rate from 1 to 4 according to the scale below.

 **1** = Minor to no concern **2** = More Significant Concern **3** = Major Concern **4** = Not Applicable

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **1** | **2** | **3** | **4** |
| Understanding the current situation in the countries in terms of mandatory individual mobility restrictions and government support measures |  |  |  |  |
| Formulating policies based on consistently changing information and orders from public authorities in the different countries |  |  |  |  |
| Handling extensive number of questions and requests from the local countries |  |  |  |  |
| Having line of sight on the benefit programs in place in each country |  |  |  |  |
| Global vendors not providing adequate or timely clarification on coverage aspects of our benefit programs in the countries  |  |  |  |  |
| Having no HR resources in some countries with small headcounts |  |  |  |  |
| Being pulled in to deal with pressing COVID-19 issues related to the US domestic operations |  |  |  |  |
| Reduced corporate HR staff resources due to the crisis |  |  |  |  |