Michael Plasmeier

AIS Case Memos Revised

Subject: [HR] On-Site Daycare Under Study + SURVEY

Good morning,

The Committee on Quality of Life (CoQoL) has recently completed its review of on-site benefits. The committee has recommended exploring the possibility of an on-site daycare. At other companies, on-site daycare enhanced retention of employees and reduced absenteeism. The Committee has put together a survey to gauge demand for an on-site daycare.

The Committee on Quality of Life identified day care as an issue because we have recently lost several members of our team who were unable to arrange for childcare. As you know, in this industry, our people are competitive advantage. We want to keep our AIS family together; AIS is dedicated to staying on top of the market of great places to work in the Boston area. However, our offices are located in an area where high-quality childcare is hard to find. Those with young children often have to leave early or miss days of work in order to work with offsite childcare facilities. This, of course, hampers our ability to produce high-quality work, on-time. An on-site daycare would make life easier for those of you with children. The reduced absenteeism would help us complete our work in a manner that our clients have come to expect from AIS. The Committee also felt that on-site childcare would help improve AIS’ ability to attract the best employees. We know we need to continue to attract smart people like you.

In order to gage the demand for the facility, the Committee has put together a short survey. Please fill it out: <http://internal.ais.com/hr/daycaresurvey> If there is not enough demand for a daycare center, then the CoQoL will consider alternate options.

We will be making a decision on the daycare in one month. Please let me know if you have any questions.

As always, the Committee accepts anonymous suggestions and comments at <http://internal.ais.com/CoQoL/commentbox> Please let us know if you have an idea to make life better at AIS

-Caroline Semples

Vice President for Human Resources

Atlantic Information Systems

Subject: Daycare Study Progressing

Good morning Mr. Heaglow,

Mrs. Semples has asked me to update you on the daycare study. I am looking at how other companies have set up their daycares, as well as how the daycare has helped other companies.

I have found some initial data from the US Chamber of Commerce. At a large technology firm, similar to ours:

* absentee rate decreased from 6.02% to 4.4% among users of the childcare center
* turnover dropped from 6.3% to 1.7%.

Three other national surveys backed up these results

* 85% of businesses found that onsite childcare had a positive effect on recruitment
* 38% of employees said childcare was a factor in their decision to stay on with a company
* 51% said they recommended their employer to others because of the childcare
* 63% said they had a more positive attitude towards their employer

Mrs. Semples is also considering a few new ideas, since she last talked to you. With your permission, she will contact the other businesses in the office complex to consider running a daycare as a joint operation. Mrs. Semples is also considering ways of supporting child care without having a location on-site. Of course, she will make sure that the arrangements will benefit the company.

I have prepared an email to go out under Mrs. Semples’ signature to all employees informing them of the daycare study and asking them whether they have young children. This survey would help us gage the demand for daycare. Once we have a better idea of how many children would enroll in the daycare I will produce a more specific cost-benefit estimate. I will have this to you by next week.

If you have any questions, please do not hesitate to contact me.

Thank you,

Michael Plasmeier

Financial Analyst

Human Resources

Atlantic Information Systems