

# Retain and support checklist

(insert organisation / logo)

Tasks	Download templates	Tick when complete
Work out the potential costs to your business of a high employee turnover rate.	Cost of turnover calculator	<input type="checkbox"/>
Do you have strategies for encouraging employees to stay with your business? Work out what motivates and rewards individual employees.	Ways to motivate and reward your employees template	<input type="checkbox"/>
Decide whether your business would benefit from providing more flexible working arrangements such as part-time hours, job sharing or working from home.		<input type="checkbox"/>
Identify strategies you can adopt to better support your employees in the workplace (diversity training, health and wellbeing programs, employee assistance programs).		<input type="checkbox"/>
Do you know what your employees think about their work and about your business? Ask them to fill in an employee feedback survey.	Employee feedback survey	<input type="checkbox"/>

For more information on this topic, refer to **Chapter 5. Retain and Support** of *Your Workforce – a guide for Northern Territory Employers*.