

A MEMO REPORT

TO: David Kaplan
FROM: Elizabeth Martinez
Kevin Lee
DATE: October 25, 20--
SUBJECT: Employee Turnover and the Issue of Child Care

The purpose of this report, which you requested, is to show that turnover among working parents may be positively affected by the introduction of a child-care program. The topics covered in this report include the importance, options, and implementation of the program.

Turnover reduction can be addressed in many ways. This report focuses on providing a child-care program as a means of reducing turnover. In addition to secondary research, personal interviews were conducted and integrated into the report.

Importance

Should an employer be concerned with the child-care problems of employees? In one study's sample of working parents, 17% had quit a job because they could not find adequate child care and 65% said they could not work without child care (Whitlow et al. 28). Since turnover is costly in time and money, an employer should be concerned with employees' child-care problems.

Costs of Turnover

It costs an employer \$6,000 per person to hire a new employee (Lubin et al. 43). This fact makes it pertinent for the employer to be assured of a long working relationship with each employee. Turnover costs average 1.5 times the annual salary of the position vacated, and of these costs 80% are hidden costs, such as the inefficiency of departing employees (Parks 58). The results of turnover problems in addition to rising training and development costs, deteriorating customer relations, and sinking reputations of companies include added costs of turn-over, poor morale among the best employees, and overworked human resources departments (Parks 58). The employer must be concerned with losses to the company of money, efficiency, productivity, and competitiveness.

To Write A Memo Report

David Baud



To Write A Memo Report:

This book delves into To Write A Memo Report. To Write A Memo Report is a crucial topic that must be grasped by everyone, ranging from students and scholars to the general public. The book will furnish comprehensive and in-depth insights into To Write A Memo Report, encompassing both the fundamentals and more intricate discussions.

1. This book is structured into several chapters, namely:

- Chapter 1: Introduction to To Write A Memo Report
- Chapter 2: Essential Elements of To Write A Memo Report
- Chapter 3: To Write A Memo Report in Everyday Life
- Chapter 4: To Write A Memo Report in Specific Contexts
- Chapter 5: Conclusion

2. In chapter 1, this book will provide an overview of To Write A Memo Report. This chapter will explore what To Write A Memo Report is, why To Write A Memo Report is vital, and how to effectively learn about To Write A Memo Report.
3. In chapter 2, the author will delve into the foundational concepts of To Write A Memo Report. The second chapter will elucidate the essential principles that need to be understood to grasp To Write A Memo Report in its entirety.
4. In chapter 3, the author will examine the practical applications of To Write A Memo Report in daily life. The third chapter will showcase real-world examples of how To Write A Memo Report can be effectively utilized in everyday scenarios.
5. In chapter 4, this book will scrutinize the relevance of To Write A Memo Report in specific contexts. This chapter will explore how To Write A Memo Report is applied in specialized fields, such as education, business, and technology.
6. In chapter 5, the author will draw a conclusion about To Write A Memo Report. The final chapter will summarize the key points that have been discussed throughout the book.

This book is crafted in an easy-to-understand language and is complemented by engaging illustrations. It is highly recommended for anyone seeking to gain a comprehensive understanding of To Write A Memo Report.

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To Write A Memo Report Introduction

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