



Miss
Menopause

Targeting The Menopause
www.missmenopause.co.uk

**FOR HR PROFESSIONALS
BUSINESS CASE CHECKLIST**

Is your business menopause aware?

Identify the business case and strategic considerations round menopause.

Business Case Checklist	Notes
Strategic Considerations	
What will good look like?	
What will be the benefit of a menopause strategy to the business?	
How does this tie in with wellbeing, diversity and health and safety?	
What is the cost to implement this strategy?	
What will we save by implementing this strategy?	
Who needs to agree and sign up to this?	
Who is our executive sponsor?	
When does this need to start?	
How long will it take to implement?	
How often will this be reviewed and by who?	
Who needs to know the results?	
Where do we start small groups or company wide?	

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Who should be involved?	
Is this compulsory or voluntary?	
What is the purpose?	
- Compliance with legislation	
- Increase Health and wellbeing	
- Employer of choice	
- Attracting and retaining talent	
Who will own the strategy?	
Who will be accountable?	
<i>Pick only a person or team. Make sure you have clear ownership whoever you choose.</i>	
- Director	
- Health and Safety	
- Trade Union	

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- Employee Task Force	
- Line Manager	
- Wellbeing Team	
Who will be responsible for delivering the strategy?	
- Director	
- Health and Safety	
- HR	
- Trade Union	
- Employee Task Force	
- Line Manager	
- Wellbeing Team	
- Internal Comms	
<i>These will be the people who will bring the plan to life and deliver to your people. Could be multiple?</i>	

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What is the focus of your strategy?	
<ul style="list-style-type: none"> - Health and Safety 	
<ul style="list-style-type: none"> - Diversity and Inclusion 	
<ul style="list-style-type: none"> - Compliance or other 	
Who will own the communication and roll out of the plan?	
<ul style="list-style-type: none"> - Director 	
<ul style="list-style-type: none"> - Health and Safety 	
<ul style="list-style-type: none"> - HR 	
<ul style="list-style-type: none"> - Trade Union 	
<ul style="list-style-type: none"> - Employee Task Force 	
<ul style="list-style-type: none"> - Line Manager 	
<ul style="list-style-type: none"> - Wellbeing Team 	
<ul style="list-style-type: none"> - Internal Comms 	

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What needs to be communicated and how?	
- Company updates	
- Team updates	
- Employee groups	
- Emails	
- Paper copies	
- Menopause stories	
- Videos	
- Intranet	
- Apps	
- Other	
How often does this need to be shared?	
Who will produce any communication material?	

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<p>How will the plan be measured?</p>	
<ul style="list-style-type: none"> - Rates of menopausal disclosure and appropriate tracking? 	
<ul style="list-style-type: none"> - Searching out key words in one to one and appraisals? 	
<ul style="list-style-type: none"> - Employee engagement surveys 	
<ul style="list-style-type: none"> - Uptake of training programmes 	
<ul style="list-style-type: none"> - Views and downloads of internal materials 	
<ul style="list-style-type: none"> - Quiz on what people know about the menopause 	
<ul style="list-style-type: none"> - Retention, absence and promotion of women 45 and above 	
<ul style="list-style-type: none"> - Review cases of sex and age discrimination throughout company 	
<p>How many times will you measure success in a year?</p>	