



BUILDING A STRONGER, HEALTHIER & MORE PRODUCTIVE WORKPLACE

As organisations settle into the final stretch of the year, September presents a valuable opportunity to pause, reflect and reset.

The goals we set at the beginning of the year may have evolved. Teams may have changed, workloads may have increased, and employees may be feeling the pressure of delivering results before year-end.

This is the perfect time for organisations to reconnect with their people, review what is working, identify what needs improvement and create a clear path towards a successful final quarter.

At ABNM HR, we believe that sustainable business success begins with people. When employees feel supported, valued and equipped to perform at their best, organisations are better positioned to achieve their goals.

HR INSIGHT: PEOPLE ARE YOUR COMPETITIVE ADVANTAGE

Technology, processes and systems are important, but organisations ultimately rely on people to make them work.

A strong people strategy helps organisations attract the right talent, develop employees, retain high performers and create an environment where people can do their best work.

This means HR should not be viewed simply as an administrative function.

HR is a strategic business partner.

From recruitment and onboarding to performance management, employee relations, learning and development, and workplace culture, every people decision can influence organisational performance. The organisations that invest intentionally in their people today are better prepared for tomorrow.

MANAGER'S CORNER

Have Better Conversations With Your Team

Great managers do more than assign tasks. They create clarity, provide feedback, remove obstacles and help employees grow.

This month, try replacing the question:
"Are you done with this?"

with:

"What support do you need to complete this successfully?"

Small changes in the way managers communicate can create stronger relationships, improve trust and encourage employees to speak openly about challenges.

SEPTEMBER REFLECTION

Take a moment to ask yourself:

"If our employees described our workplace in three words today, what would those words be?"

Would they say:

Supportive? Engaging? Fair?

Or perhaps:

Stressful? Unclear? Overwhelming?

The answer can provide valuable insight into where your organisation should focus its people strategy.



FEATURE: THE SEPTEMBER WORKPLACE RESET

Are Your People Ready for the Final Quarter?

Are Your People Ready for the Final Quarter?

The final months of the year can be demanding. Deadlines become tighter, targets become more urgent and teams often find themselves managing multiple priorities at once.

Rather than simply asking employees to “work harder,” organisations should consider asking a more important question:

“What do our people need to perform better?”

A workplace reset can start with a few simple actions:

1. Revisit Priorities

Ensure employees understand what matters most. Too many competing priorities can reduce productivity and create unnecessary stress.

Managers should communicate the organisation's most important objectives and clarify individual responsibilities.

2. Check In With Your People

Performance conversations should not happen only during formal appraisals.

A simple conversation about workload, challenges, career goals and support can reveal issues before they become bigger problems.

Ask questions such as:

- What is currently working well for you?
- What is making your work more difficult?
- What support would help you perform better?
- What would you like to achieve before the end of the year?

3. Recognise Progress

Recognition does not always need to be financial.

A sincere thank-you, acknowledgement during a team meeting or recognition of someone's contribution can have a meaningful impact on motivation and engagement.

4. Address Workplace Stress

Productivity should never come at the expense of employee wellbeing.

Leaders should pay attention to signs of burnout, excessive workloads, disengagement and declining morale. Early intervention can help employees remain productive without compromising their wellbeing.

5. Prepare for the Year Ahead

September is also a good time to begin thinking beyond the current year.

Review your workforce needs, skills gaps, leadership pipeline and employee development plans so that your organisation enters the next year with greater clarity and confidence.



HR Tips for September

- **Reset Workplace Priorities:** Review team goals and ensure every employee understands the priorities for the final quarter of the year.
- **Check In With Employees:** Encourage managers to have short one-on-one conversations about workload, challenges, motivation, and support needs.
- **Recognise Good Performance:** Celebrate employee contributions. Recognition can improve morale and reinforce positive workplace behaviours.
- **Start Q4 Performance Planning:** Review employee performance so far and identify areas for improvement, development, and support before year-end.
- **Prioritise Employee Wellbeing:** Watch for signs of stress and burnout, particularly as year-end deadlines approach. Encourage healthy workloads and appropriate time off.
- **Identify Skills Gaps:** Review the skills your organisation will need for the final quarter and coming year, then identify relevant training opportunities.
- **Strengthen Team Communication:** Make sure employees know who is responsible for what, what deadlines matter, and where they can go for support.
- **Review HR Policies:** September is a good time to check whether your workplace policies are still relevant, consistently applied, and aligned with current requirements.
- **Encourage Career Conversations:** Ask employees about their professional goals and discuss opportunities for development, mentoring, or greater responsibility.
- **Prepare Early for Year-End:** Begin planning for annual reviews, leave schedules, workforce requirements, budgets, and next year's HR priorities now rather than waiting until December.

Don't Wait for the Annual Review

Feedback is most valuable when it is timely.

Instead of saving every observation for an annual performance review, encourage managers to provide regular, constructive feedback throughout the year.

**Timely feedback + clear expectations + ongoing support
= stronger performance.**



LOOKING AHEAD

As we approach the final quarter of the year, now is the time to strengthen your people strategy.

Whether your organisation needs support with recruitment, employee engagement, performance management, HR policies, learning and development, payroll, compliance or broader people strategy, having the right HR partner can make the journey easier.

Strong businesses are built by strong people.

Let's make the final quarter one of growth, engagement and meaningful progress.

WELLNESS CORNER

Productivity Without Burnout

Employee wellbeing and productivity are not opposites.

In fact, employees are more likely to perform consistently when they have manageable workloads, supportive managers, reasonable expectations and opportunities to rest and recharge.

This September, encourage your team to:

- Take meaningful breaks during the workday.**
- Set realistic priorities.**
- Communicate workload concerns early.**
- Take annual leave when needed.**
- Maintain healthy boundaries between work and personal time.**
- Ask for support when challenges arise.**

Remember: A productive workplace is not one where people are constantly busy. It is one where people are focused on meaningful work and have the support they need to succeed.

