

# CIPD

## → Flexible working: Checklist to create business case

This checklist will help you to produce a business case to support flexible working practices in your organisation. You can refer to the resources on the [CIPD website](#) for more information.

### Title page

### Executive summary

### Table of contents

### Introduction

Make sure to cover:

Context  
Question being explored  
Stakeholders  
Research process

### Key points to consider

- Attraction and retention of talent
- Improved engagement, job satisfaction and loyalty
- Reduced absenteeism and improved wellbeing
- Productivity
- Improved business outcomes
- Agility and responsiveness to market change

### Sources of evidence

Start with the business case evidence examples on the CIPD website

### Overall findings

### Conclusion

### Recommendations

### References

