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John Doe, President, Management Mary Jane, Accountant, Clearance department. Proposal for a Gym Facility. June 6, Thisproposal is about a request for a gym facility for the employees that would enhance their health and productivity in the organization.   
Work and personal schedules inhibit employees from exercising regularly. According to medical researchers, its proven that healthy choices can prevent many diseases (Edlin & Golanty, 2014). Health costs and sick leaves are the major drawbacks to business performance.   
I am proposing that a modern gym facility be set to enhance employees health statuses. The facility will offer a variety of fitness programs that the employees will participate. Employees tend to lose a lot of work hours attending to health issues and medical problems related to lack of proper exercising. The result of the gym facility would be a reduction of lost man-hours and related expenses due to health issues.   
The Benefits of installing the Gym facility   
Setting up a Gym facility will encourage employees to exercise regularly. Employees will not be likely to get sick when they exercise. Fitness makes a person resistant to the majority of sicknesses than an unfit person (Edlin & Golanty, 2014). It reduces absenteeism in the workplace.   
When employees are fit, they are very energetic. It means that they will be more focused on their tasks and be more productive.   
Fitness encourages confidence in an employee. This spirit makes the employee challenge themselves and aim for higher goals in the organization (Kerr, Griffiths & Cox, 1996).   
Fit employees are highly motivated to become leaders, they feel ready to tackle challenging tasks that others are afraid to handle. Fitness also encourages setting of goals and achieving them. Employees who can set aggressive goals and meet them are essential to the organizations development.   
Fitness comes along with a positive attitude. When employees have such an attitude, they are also likely to have a physical and mental balance that brings in a positive attitude in the entire workplace. According to research, fitness reduces stress levels in employees (Kerr, Griffiths & Cox, 1996).   
Implementation   
The company could install the Gym alongside the offices with unlimited gym hours during work hours and off hours. The employees require training on how to use this service. So as to achieve this, a gym instructor will be employed. Its also recommendable that a nutrition education be introduced. It would be recommendable if the company set a day for Gym attendance; a day when every employee is available for the exercises.   
Obstacles   
Possible barriers to this proposed project would include; high installation costs, lack of enough space in the workplace, and uncooperative employees. However, the cost of installing a gym facility will be far much less than the rising cost of related health problems occurring due to unfitness.   
Conclusion   
By the setting up the gym facility, the overall productivity levels of the employees shall improve (Kerr, Griffiths & Cox, 1996). The organization needs to consider this Gym facility installation to enhance its workers productivity. The health of the overall company is necessary for optimal returns. I am looking forward to a further discussion of this proposal. Thank you for your time.   
References   
Edlin, G., & Golanty, E. (2014). Health & wellness. Boston: Jones and Bartlett Publishers.   
Kerr, J., Griffiths, A., & Cox, T. (1996). Workplace health, employee fitness, and exercise. London: Taylor & Francis.