

Ramadan Mubarak

رَمَضَانَ كَرِيمًا

Ways to support colleagues observing Ramadan

Be conscious of fasting hours

Be mindful of your colleague's fasting hours, during which they abstain from eating and drinking. Try to schedule meetings earlier in the day since energy tends to reduce as the day goes along.

Provide flexibility

Muslims don't expect any extra accommodation, but privately check in with your colleagues and direct report(s) if there is anything they need to feel supported or if they need accommodations to manage their energy levels throughout the month. Offering flexibility in working hours and work location can go a long way in promoting an inclusive work environment.

Show understanding

Recognize that fasting during Ramadan can present physical and psychological challenges. Be understanding and supportive of your colleague's needs during this time.

Take an interest in learning about Ramadan and its significance. This can show support and encourage open communication with your colleague.

Ramadan is a highly personal and individual time for many Muslims. It's about reflecting on their relationship with their faith and community, and doing good deeds. This means that different people observe Ramadan in different ways.

Show support and encouragement for your colleague's perseverance during this spiritual practice. A few kind words can go a long way in boosting their morale.

Plan social events thoughtfully

When planning social events or team-building activities, try to consider your colleague's fasting schedule and preferences. During the Ramadan fast, many people will experience some degree of low blood sugar, dehydration, tiredness, and/or weakness that can make physical activity more challenging.

Be aware of your surroundings

Be mindful of your colleagues who are fasting. There is no need to apologize for going about your normal schedule or eating your lunch as usual if you are not fasting - just be mindful of your surroundings and ask considerate questions to respect your colleagues. Don't make jokes about your colleague not having coffee or eating lunch.

Respect privacy

There are many reasons why an observant Muslim might not fast during Ramadan or might break their fast during the day: for example, a person is not supposed to fast when they are traveling, while they are ill, while pregnant or breastfeeding, or while menstruating. Asking about a person's reasons for not fasting can, therefore, get invasive rather quickly, so best to leave this one alone. Each person's fast is their own spiritual practice, not an opportunity for a conversation starter.

Celebrate Eid

Acknowledge and celebrate Eid al-Fitr, the holiday that marks the end of Ramadan, by recognizing its significance and offering greetings to your colleagues. Colleagues may take the day off so please do not assume they will be in the office.

