

# WORKPLACE ASSESSMENT OFFICE



## Mandate

Offers advice, support and resources to help maintain and develop healthy and respectful workplaces & Evaluates work environments that have experienced various challenges and propose strategic plans to enhance the workplace climate.

## When do we get involved?

1

Various workplace challenges, such as interpersonal conflict, lack of trust, incivility, negativity, gossip, employees forming clans or isolating themselves.

2

Instability in the work environment, such as high turnover, and absenteeism by many employees.

3

Multiple complaints (formal and informal) brought to management within the same work environment.

4

Following an investigation for a workplace harassment or violence complaint, or following a workplace assessment.

5

Significant involvement of human resources partners.

Involvement is based on a case-by-case assessment



## What do we do?



Use various mechanisms to gather information to evaluate the health of the work environment



Evaluate and provide strategic advice and guidance to resolve identified issues



Act as a strategic partner by liaising with all HR partners (one-stop service principle).



Develop strategic plans and/or structured guidance adapted to resolve the challenges identified.



Follow up regularly with parties involved about the progress of the plan and work environment



Assess the results and effectiveness of the services provided and make adjustments when needed



Act as a neutral contact for all employees



*"Be like the lotus: Grow, trust and believe in a new beginning."*



## Contact Us

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