

Requests for Direct Meetings with HR

Issue:

In non-traditional office settings, such as manufacturing or construction, it can be difficult for an employee to request a meeting with HR without having to go through their supervisor or other coworkers. This can be a barrier for lower-wage employees if they are experiencing a conflict, need help securing support services or have a private matter to discuss.

Possible Solution:

Provide an iPad or tablet in a convenient location to request appointments with human resources or workforce coaches. This will allow employees to feel comfortable discussing and resolving conflicts in the workplace.

HR Sample Policy:

Our company is committed to an open-door philosophy. We encourage communication throughout all levels in the organization. While we urge employees to share their concerns with their direct supervisors and managers, we recognize that in some instances employees prefer to communicate with human resources. Employees may use the [kiosk or telephone number] to arrange a meeting directly with human resources.