



PEOPLE

ALWAYS COME FIRST!

handout

Your opinion, your advice, your experience is not only important for your colleagues, but also for your organization!

An OPEN AND HONEST CONVERSATION:
together, we can create a safer and healthier workplace.

1

to be used for

INFORM

YOU, WE & I

CARE
An open and honest conversation



An open and honest conversation is **not** an inspection or an interrogation.

What are your views about work safety? Is there a space for improvement? What things would you like to be done differently?

In many cases, it only becomes apparent at the installation or the site itself whether the work has been properly prepared or not, and whether the preparations are such that the work can be carried out safely. By involving every relevant party in this process, we can ensure that we become more familiar with the risks, and that we recognize and manage them. An open conversation at the place of work itself makes an important contribution towards improving risk awareness, and therefore to work safety. After all, being committed to safety means wishing to improve all the time.

Conversation partners come to the installations and sites on a regular basis.

The conversation partners may exchange thoughts and ideas about safety at work in conversations with employees at the site (an OPEN AND HONEST CONVERSATION).

Thanks to these informal and open conversations, we can implement improvements and changes that benefit the quality and safety of our work. As a result, we gain a greater insight into and understanding of each other's work.

Purpose of an OPEN AND HONEST CONVERSATION

- To listen to each other
- To share knowledge and experiences
- To learn from and with each other

So that together we can carry out our work more safely.

Being receptive to an OPEN AND HONEST CONVERSATION

- Mutual interest / concern
- Collegial motivation
- Respect for each other

Possible topics for conversation

- Risks of the work
- Layout and design of the place of work
- Communication between individuals
- Preparation of work packages
- Employees present
- The time or pressure of work
- Techniques and skills that are used
- Clarity and practicality of procedures
- Personal protective equipment
- Health and environmental risks of the work
- Working conditions
- Intervening in unsafe situations
- Emergency procedures

An open and honest conversation does not just have to be about problem areas. It can just as easily cover matters that are satisfactory or which have gone well.

Input/output

- The conversation partner notes remarks, suggestions and ideas
- Acute problems are attended to straight away
- Results of action taken are fed back to the people involved
- The results are periodically incorporated into trend analyses
- These analyses are used to lay down areas of improvement for the future

Working together towards a safer and healthier work environment by highlighting safety risks together.



An open and honest conversation is an essential part of HSElife NL.

Any questions? More information?
You can contact the supervisor/manager.

HSElife NL 
Management System for a safer and healthier workplace