

Employee guidance, find your way

Student Guidance ▶

PhD Guidance ▶



Where can you find coaching and training?

- ▶ **Vital@Work**
- ▶ **MyDevelopment**
- ▶ **Information security** (online modules)

Who can help, guide, support or advise you?

Supervisor

- First contactpoint

▶ HR

- Contact HR servicedesk for information about
 - Employment conditions in general (such as cla, legislation and regulations)
 - MyHR tool

- Contact your HR advisor about
 - Your employment contract or legal position
 - Issues at work or related with work
 - Labour disputes

▶ Welcome Centre Food Valley

- Housing, health insurance, taxes and immigration policy

▶ IT service desk

- Issues with your devices, account, hardware/software, e-mail, etc

▶ Service desk facilities

- Facilities in the building, ordering system, the library or insurances

▶ HSE advisor

- Safety at the workplace
- Information about and prevention of CANS symptoms
- Work posture, workplace at home
- QHSE advisors list

▶ Company doctor or GP

- Advice concerning your possibilities for working and capacity for work- second opinion re-integration possibilities
- For health issues you can also contact your own GP (general practitioner)

▶ Occupational social work (BMW)

- Issues at work or related at work (like work/life balance, personal problems, illness working conditions or relationships, ...)

▶ Confidential counsellor

- Suspected misconduct
- Scientific integrity
- Undesirable behavior

▶ Ombudsperson

- Structural problems or injustices affecting a group of people
- Impartial advice, referral, investigation or mediation



Social Safety Contact Point

For a listening ear, initial advice & referral