Annual Strategic Industrial Relations Plan 20XX to 20XX

HiFlex Physio

Focus Area	Strategic Directions
Grievance	• Acknowledge that there will be conflict between employees; supervisors and employees and management and employees • Review implementation of new ideas and products to reduce problems and conflicts • Reduce conflicts to increase productivity • Establish and implement a Grievance and Complaints Policy and Procedures • Protect employee rights • Determine if employees need to be reassigned, disciplined or if work needs to be rearranged. • Establish a progressive disciplinary procedure • Review each grievance and complaint to define a cause and a pattern

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Focus Area	Strategic Directions
Safety	• Provide a safe and healthful environment • Provide a safe emotional and physical work environment • Establish safe practices by employees • Orientation to include safety procedures and practices • Daily inspections of the work environment especially equipment and floor space • Hazard reports are to be completed • Review of reports to determine improvements • Open-door policy to allow staff to inform of any issues • Follow Work Health and Safety Act requirements related to committees, designated safety officers and employer (PCBU) requirements
Retention	• Maintain highly qualified employees • Recognise professionalism in employees • Offer flexible hours to meet employee needs • Provide training and education to increase competence • Offer benefits and incentives

Focus Area	Strategic Directions
Recruitment	● Add new employees as business grows ● Ensure advertising is accurate and aimed at target audience ● Use social media and internet to advertise ● Recruit staff qualified to undertake the job descriptions ● Interview each candidate and reference check each client.

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