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TITLE: Two way communication in HSE Aspect

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Purpose:

For effective implementation of HSE initiatives in the organization a Two-Way Communication system is essential and the key to success. With a proper and clear communication plan, it helps in building awareness and in getting the subsequent support of employees for the implementation of change management successfully. This standard is to frame and document the various communication methods used by HSCL to facilitate and communicate in efficient and effective manner to reduce the communication delays which can hamper the Health, Safety and Environment activities, ultimately causing the happening of some unwanted/undesired event. The Standard also calls for feedback from the receiver to the sender.

Scope

This standard is applicable in all manufacturing units, plants, offices, R&D Centres, Warehouses, Laboratories, where employees, contractors/ sub-contractors, visitors, volunteers, stake holders are engaged/ involved.

Procedure


Company is dedicated to create a healthily and safe work environment. For this top priority is the communication as this is the key to preserve health, safety and Environment.

Formal mechanism:

- Town hall meeting,
- Safety Committee Meeting
- Central safety Committee Meeting
- Toolbox Talk
- Invite ideas and questions via print or technology
- Notices
- Safety Audits /Alerts
- Line PPS Board

Informal mechanism:

- Managing by walking around
- Lunch and Listen

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