

Example of
importance of
promoting effective
workplace practice to
increase emplo...

[Business](#), [Customers](#)



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Introduction

Every day people that are involved in organization well established encounters routine activities, which are part of the job description and as so must employees accept them without any subjections even when they don't find themselves comfortable by knowing that is not the best way to things, not for them ether for the work team.

Promoting and creating a psychologically healthy workplace in the last years has become an important matter for organizations. The goal might be retaining highly qualified workers, strengthen the organization's competitive advantage or reduce costs; making innovation in the workplace practice allows organizations to meet their overall performance goals while simultaneously improving their employees' health and well-being.

Involvement of employees is a critical component of creating a healthy workplace, managers discus this regularly but is not a topic routinely integrated into efforts.

There are well established factor that influence a effective work place factor as leadership; that makes reference to the type of relationship between

bosses and employees and the impact of that in the work environment, and therefore, the consecution of the organization objectives. Relationships, this factor refers to the type of relations that are built in-between employees, ideal would be that the in the organization is the place where the employee does the activities that most enjoy to do and gets a remuneration by doing so.

Implication this refers to the amount of compromise that exist in the employees to the company that in most cases is determined by the perception of the compromise from the company to the employees.

Organization this subject involves the elements that give the company its structure as: work description, politics, and procedure, manual of operation.

There are some practice recognize that makes the workplace better for every member involved in every scallion of the structure, in the following pages some routine procedures are evaluated solutions are presented that are intended to improve the workplace affectivity.

Main body

The first routine exercise in my workplace that would be considered is related with communication; which is one of the main subjects taken in consideration to build an effective and productive workplace ambient.

Every day internal e-mails have to be sent by standard procedure for any other reason, all the e-mails have a format that depends on the matter, there are almost like check lists that will allow you to communicate what you require from somebody all the other way around. This kind of communication is proving to be efficient given the standardization of the process, it makes it

fast, once you have time using it. But no kind of personal relationship can be establish by this kind of communications many times people don't even know if the message have been understand at the fullest given that there are predetermine e-mail answers as well. The problem with this is that some every other time there is lot information not reflected and it can lead to miss understandings that can lead, to rework to be done, problems with the bosses since the waste of time and sometimes unfriendly situations in the work team.

The solution for this situation is simple, no extra cost attached or procedure modification, just with a internal phone call all the difficulties and misunderstandings can be avoid, what is proposed is that after a typical procedure e-mail, the receiver after responding via e-mail also calls the other part involved with propose off given and talk feedback of the message sent, establish if the message it's been quiet been understood.

The benefits of the proposed call presented are many and not only in refer to the simple understanding of the message, once a call is made the tow parts involved have made a interactive contact that would built up a workplace relationship and human friendly contact that psychologically enforces the well being of the employee, this fact will improve the efficiency of the workgroup and therefore the productivity of the organization since time wasted brought by reworking is avoid, and also the simple fact that a happy person in a workplace is a more productive person, also have there is other fact that some subjects in a workplace are better to be said than wrote.

The second case is refer to the routine procedure of any supply requisition, in this matter every worker that have any kind of necessity of an implement

require in order to a job being realize have to in first place submit the order to the supply department which will manage of the procedure in order the get what I need, the problem is that the person that requires the implement have no further relation with the task and many times when the supply is purchase it does not meet the necessity given that the selected item wasn't chosen by the person that will use it, the person that makes the purchase don't know what the best selection is and bases its criteria in economics matters and no in the fulfillment of a establish necessity.

The solution presented for this routine problem is as well simple, it was propose to the supply department to introduce a extra step un their procedure in which after a revision of different suppliers for a single matter they have to be presented the best options economically to the person that made the requisition in order to pick the best one choice for the necessity of the task to be done with it. This solution not only makes it easy to the supply to determine the product to purchase but also leads into a ultimate selections it avoids wrong decisions and money waste brought by them. This extra step will also enhance the relation of the employees of every department with the supply department that will help to build a more close organization where everybody knows each other. Other pro in this matter is that the supply department will with time gets experience in what are the needs of the people and make preventive purchase off supplies in order to avoid work delay carried by a lack of determine subject.

Conclusion

As was discuss previously in this paper effective workplace proactive is a very important matter organization that seeks to by successful and grow, this will always depend on the well being of the employees and the measure of the happiness of this while doing their job, as happy the find themselves in the workplace that would be the proportion of their productive.

There are some topics that are very important to be considering accomplishing an effective workplace as are; communication, relations, implication and the organization matters. All this has to be follow closely by the manager in order to detect where is necessary to make a chance that will be reflected in a improvement of the workplace.

As seen in the cases presented the solution for negative routine procedure often are very easy and with no cost related, the main focus were the communications and the relations that are over the all topics consider the more important and as it was proved making simple modifications the efficiency of the structure got better.

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