



# P & P Cleaning Services Ltd

Water-fed Pole Window Cleaning

Gutter Cleaning | UPVC Cleaning | Conservatory Cleaning

## General Statement for Employers & Employee Cooperation

All employees must follow company policies and procedures. No employee can carry out any work on site until the trial training period is completed. Disciplinary action will be carried out in accordance with your terms of employment if company procedures are not met.

### **Employers and employees need to co-operate with one another for several reasons.**

Firstly the atmosphere in the work place is likely to be much better if people have mutual respect for each other and consider each other's needs.

Secondly, the potential for the performance of the business is increased dramatically if people work together – and that includes management and staff as well as employees at the same level.

A business has different people in different jobs, all with various experiences of the business world and all have different needs. If these needs are looked after in terms of training, consultation and good communication then it is less likely that relationships will break down.

In the business world there are several key benefits to maintaining employer and employee co-operation.

### **Improved employee commitment to the business**

Managers who fail to take account of employee's concerns cannot expect the employee to be prepared to work hard for them or to stay late when required. Equally, employees who refuse to do anything extra can expect little co-operation from the management if they want time off or any special favor.

### **The survival of the business**

Employees who are very discontented or take collective action against their employer may not just injure the reputation of the company, they could make the business fail meaning it has to close. This is in extreme cases.

### **Improved efficiency**

Co-operation may imply identifying training needs and assisting employees to develop. It does not encourage anyone to work harder if they are continually criticised or belittled especially in front of people. Managers should be loyal to staff and should be able to expect loyalty from their colleagues. Hard work and effort should be rewarded. If both the employer and employee work together then the employee will gain more job satisfaction as they become more efficient at the job. This has mutual benefits as the employee could then gain a promotion to a higher level position within the company with a better salary and more challenges.

