Employee guidance, find your way

**Personal issues**
- Autonomy
- Balance work/home
- Communication
- Work relations
- Stress

**Workplace**
- Safety & Health
- Digital tools & skills

**International staff**
- Working and living in the Netherlands or abroad

**Terms of employment**
- Employment conditions
- Information about P&D assessment

**Information security & privacy**
- Data security
- Report data breach
- Software/hardware issues

**Social safety & integrity**
- Undesirable behavior
- Suspected misconduct
- Breach of scientific integrity
- Conflict of interest

**Where can you find coaching and training?**
- Vital@Work
- MyDevelopment
- Information security (online modules)

**Who can help, guide, support or advise you?**

**Supervisor**
- First contact point

**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