



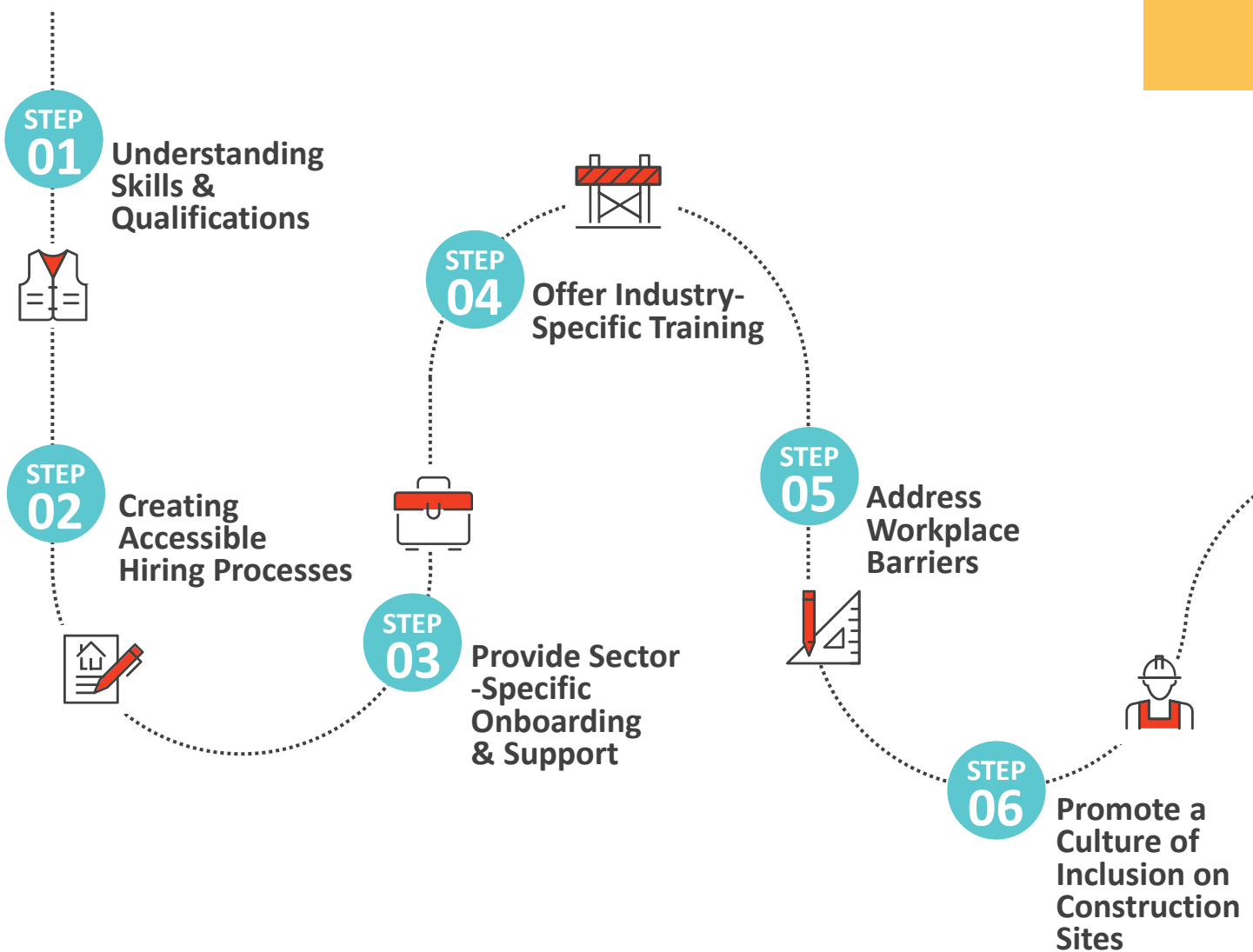
STEP 05:

Address Workplace Barriers

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WELCOME TO STEP BY STEP

Welcome to the **Welcome Work: Step by Step** strategies. We will show you through inclusive practices how to build a thriving work environment for refugees.



STEP 05 - Address Workplace Barriers

In this step we identify and eliminate obstacles that hinder refugee workers' success in the workplace

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01

Raise understanding of migrants and refugee's needs and barriers

- Look at specific vulnerabilities like language, limited knowledge of local labour laws, and understanding.
- Their ability to align with the workplace culture.
- Perceived under-qualification, legal restraints on the right to work, and lack of skills recognition systems.

02

Adapt onboarding processes

- Make sure that job advertisements are accessible.
- Propose tailored onboarding process, including welcoming session into the host country's working culture, health & safety rules, company policy, and important national labour laws.

03

Provide on-site language training focusing on construction-specific vocabulary

- Identify and share all material offering work-related and construction-specific vocabulary help.
- Look at digital solutions that address construction language.
- Offer booklets with pictures and terms that refer to construction procedures and tools.



04

Offer flexible work schedules, support with transportation and childcare to assist in work transition

- Make sure that the newly arrived migrants and refugees in the working team have access to a bank account and a postal address to receive all professional documents.
- Partner with legal advisors or NGOs specialized in refugee employment to facilitate access to social support on administrative procedures and access to rights (housing, social security, childcare, access to health, free public transportation schemes, etc).
- Appoint a disability adviser within the organization to build on inclusion

05

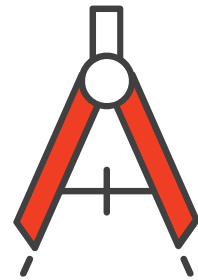
Create clear reporting mechanisms for addressing discrimination, harassment, or cultural misunderstandings on-site

- Display the company's complete set of internal rules in visible places in the workplace.
- Create open channels for reporting. Assign a trained and impartial investigator to handle discrimination complaints and maintain neutrality and confidentiality throughout the investigation.
- Display the contact details of relevant persons to be alerted in case a report needs to be made. Union representatives, human resources management, or internal Inclusion and Wellbeing Officers if available.
- Communicate any changes in the policies or practices to all employees to reinforce the organization's commitment to preventing discrimination.

06

Monitor and evaluate progress

- Try to establish regular check-ins with migrant and refugee employees.
- Gather feedback on their experiences in the workplace.
- Assess the effectiveness of language training, flexible schedules, and anti-discrimination measures.
- Continuously improve based on this feedback work regulations and practices. It will help create a more inclusive and supportive work environment.



07

Organisations Addressing Discrimination in the Workplace

The Danish Working Environment Authority (Arbejdstilsynet) is responsible for monitoring and handling workplace conditions, including issues of harassment and discrimination.

https://businessindenmark.virk.dk/authorities/stat/AT/self-service/Report_offensive_behavior_including_bullying_and_sexual_harassment

The Défenseur Des Droits is a scheme in France that forms an independent constitutional authority that can be used by anyone to handle complaints about discrimination and workplace harassment. <https://www.defenseurdesdroits.fr>

Workplace Relations Commission (WRC) delivers a workplace relations service and employment rights framework for employers and employees in Ireland.

<https://www.workplacerelations.ie/en>

Państwowa Inspekcja Pracy (The National Labor Inspectorate) is a Polish authority supervising compliance with labour law. It includes supervising and controlling compliance of relations between employer and employees. PIP helps to learn what discrimination is and how to react to it.

<https://www.pip.gov.pl>

Servicio de Asistencia y Orientación a Víctimas del CEDRE is a free support service in Spain that assists individuals who have experienced or witnessed racial or ethnic discrimination.

<https://igualdadynodiscriminacion.igualdad.gob.es/menured/servicio-de-asistencia-a-victimas-de-discriminacion>





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