

JOB AID

Constructive Feedback

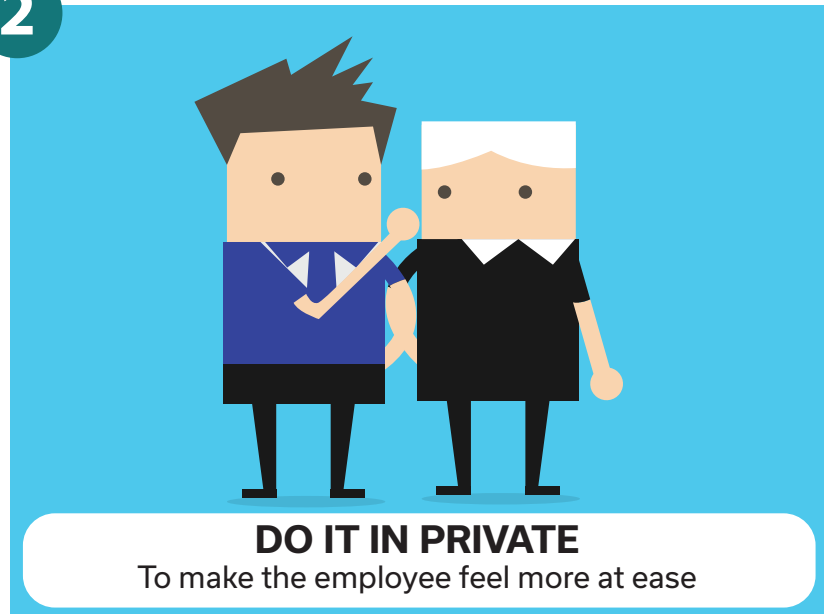
1



FIND THE RIGHT MOMENT

The employee must be available and ready to listen

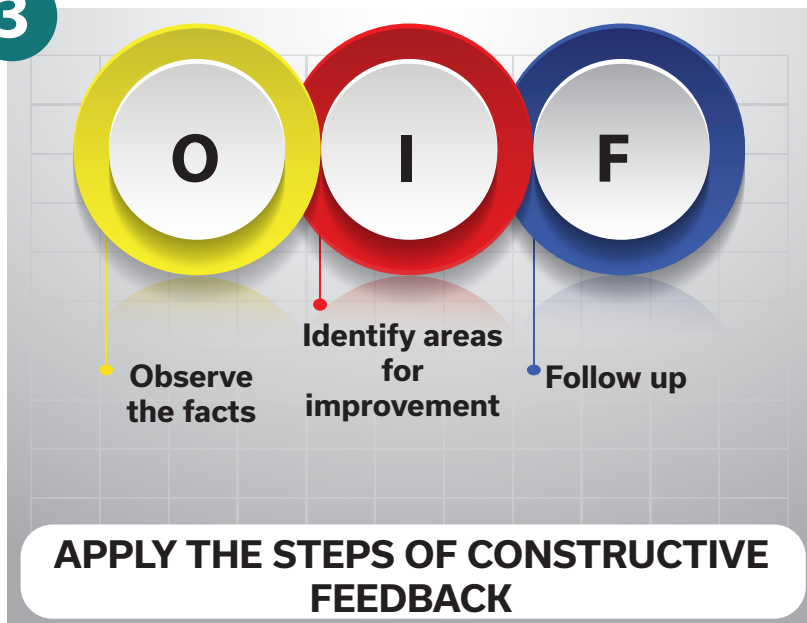
2



DO IT IN PRIVATE

To make the employee feel more at ease

3



APPLY THE STEPS OF CONSTRUCTIVE FEEDBACK

4



PROVIDE FEEDBACK REGULARLY

To enable continuous improvement of employees