# Agenda for work environment group meeting

Date:

Participants:

*All points are to be considered from a work environment and equal opportunities perspective.*

1. **Opening of the meeting**
2. **Minute-taker**
3. **Agenda**
4. **Minutes from previous meeting**
5. **Current matters**
* Physical work environment
* Organisational and social work environment
1. **Follow-up of work environment annual cycle**
2. **Follow-up of risk assessment with work environment action plan**
3. **Follow-up of any areas for development identified during the annual follow-up**
4. **Other issues reported in advance**
5. **Conclusion of the meeting**