

Certainly! Here is a simple example of a speech for a clarification meeting using a constructive-feedback tone:

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Good [morning/afternoon], everyone,

Thank you all for joining this meeting today. I appreciate your time and commitment to improving our team's performance and communication. There have been some recent discussions around [specific issue or project], and I think it's important for us to clarify a few points to ensure we're all on the same page moving forward.

Firstly, I want to acknowledge the hard work and dedication everyone has shown. Your efforts are truly valued and do not go unnoticed. However, I've noticed some areas where we could enhance our approach to achieve better results.

[Specific Example]

For instance, let's look at our recent project [Name of Project]. While the outcome was successful, the process revealed some areas for improvement, particularly in [name specific aspect, e.g., communication, deadline management, etc.].

[Constructive Feedback]

If we could ensure more regular updates and check-ins, I believe this would keep everyone informed and aligned. Perhaps scheduling a brief weekly meeting could help us tackle any challenges before they impact our timeline or deliverables.

[Encouragement and Support]

I am confident that by focusing on these areas, we can elevate the quality of our work even further. Please feel free to share your thoughts or any concerns you might have--I am here to support you in any way I can.

Thank you again for your dedication, and let's continue working together to foster a supportive and efficient environment.

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Remember, the intention is to build a culture of transparency and improvement, so always encourage open communication and be receptive to feedback from your team.