



Global Safety Day

“Why getting home safely after work is important”
Creation of a Life Board



WHAT IS A LIFE BOARD?

It is a physical display of photos and mementos personal to colleagues which illustrates why **arriving home safely** is important us all.

WHAT IS THE PURPOSE OF CREATING A LIFE BOARD?

The purpose of the Life Board exercise is to create an opportunity to get to know colleagues and to understand why safety is personally important to each and everyone. It is also an opportunity to demonstrate personal care for one another and to create emotional engagement with our SHEQ programme. The process is very powerful and supports team building, increased levels of trust and is a practical demonstration of the theme "It's about your life".

WHO SHOULD FACILITATE THE EXERCISE?

The process of developing a Life Board should ideally be facilitated by the most senior person in a team. However, if required, it can also be delegated to a suitable candidate.

WHO SHOULD PARTICIPATE?

The process will take place at local sites to limit the need for travel and among teams to make it more comfortable and impactful. The goal is to include as many RAF colleagues as practically possible without negatively impacting the business. As a guide, the ideal size of the team should be larger than two and smaller than 15 to achieve the desired outcome.

HOW TO PREPARE FOR A LIFE BOARD EXERCISE?

Team facilitators should send invitations and basic instructions to colleagues in advance to allow for planning and preparation. In terms of estimating the duration for the exercise, you should allow roughly maximum of three minutes per individual discussion with questions.

The planned date for the creation of a Life Boards across RAF is

Before the day of the Life Board creation, ask each team colleague to bring a photo or memento that illustrates why **arriving home safely** is important to them. Any photo or memento that is personal to the individual can be chosen to support this theme.

In preparation for the activity, the photos and mementos are then displayed on a Life Board which could be an existing notice board, positioned in a prominent and large enough space to accommodate the entire team. The Life Board exercise should be done in the morning thereof, to establish interest for the exercise. Anyone not present on the day can have an opportunity to do it upon return.

HOW TO FACILITE A LIFE BOARD EXERCISE:

The facilitator should gather the team around the Life Board in an informal fashion, either standing or sitting on chairs around the display.

The facilitator should welcome everybody and reiterate the importance of Global Safety Day across the world, and within The Linde Group, in fostering on-going safety awareness.

The facilitator should explain the purpose of the Life Board exercise in getting to know colleagues better and understanding why safety is personally important as a practical demonstration of the theme “It’s about your life”.

Also explain that every colleague will have an opportunity to discuss their choice of photos and mementos and that the rest of the team will have an opportunity to ask questions and further interaction with one another. To get the process started, ask for a volunteer to kick-off.

The process should not be hurried, however, should not exceed three minutes per individual discussion inclusive of questions.

The idea is to leave the various Life Board displays up for a reasonable period of time to encourage on-going awareness, discussion and engagement among colleagues on why **arriving home safely** is important.

SUBMIT YOUR LIFE BOARD PHOTOS FOR INTERNAL COMMUNICATIONS:

Please submit high resolution colour images (at least 1MG) to Simon Miller to be considered for inclusion in the next printed Leader, which will feature an article on Global Safety Day and the creation of Life Boards across RAF, and for external use on our social media site.

EXAMPLE OF THE SHEQ LIFE BOARD EXERCISE:

