

Date: _____

Please review this entire document prior to your safety meeting. All blue, italicized text can be read aloud.

The Pink Elephant In The Room

Do you hold regular safety meetings with your employees? Do your workers know what to do if they see an unsafe situation? Do you give workers the authority and responsibility to stop and question a co-worker who is acting in an unsafe manner?

Use the following fun, interactive safety activity to alert employees to the fact that safety is everyone's responsibility. We call this activity "The Pink Elephant in the Room."

Before The Meeting

Here is how this activity works: Hang the pink elephant posters where employees will see them and then watch and listen to the reactions of your workers. Look for the following behaviors:

- Are employees talking about the elephant amongst themselves, but not bringing it to the attention of a supervisor or department manager?
- Are employees ignoring the pink elephant altogether?
- Is anyone directly questioning the purpose of the pink elephant and whether it should or should not be in the room?

Keep your notes on the employees' behavior handy. You'll discuss them with the group later.

Schedule The Meeting

Schedule a safety meeting for the end of the week. Don't tell employees what the meeting is about. Download the Pink Elephant PowerPoint presentation and take a few minutes to customize it with the date of your meeting and your name. You can also add your company logo.

Move one of the Pink Elephant posters

into the back of the training room. Once your employees have gathered in the designated area, start the PowerPoint presentation, which will explain and help demonstrate how safety is everyone's responsibility.

Conducting The Meeting

On *slide 3* of your PowerPoint presentation, you will introduce **The Pink Elephant In The Room Activity** to your employees.

When you get to *slide 4*, ask your workers the following questions:

- Who noticed the elephant?*
- Who pointed out the elephant to other employees?*
- Who questioned the elephant by asking a supervisor/manager?*

Slides 5, 6 and 7 explain how your employees' reactions to the pink elephant could have helped or harmed them had the pink elephant been a real hazard.

Take a few minutes to review the importance of everyone taking responsibility for safety. *(You may want to reinforce positive behavior by giving a small reward, such as candy, to anyone who asked a supervisor or manager about the elephant).*

Move to *slide 8* and ask employees how the pink elephant activity relates to hazards in your workplace. Let employees provide answers and then show the ones we have provided or customize this slide by adding your own answers to the presentation.

On *slide 9*, take a few minutes to discuss some of the reasons safety hazards go unreported. Again, let employees provide answers and then show the ones we have provided or customize this slide by adding your own answers to the presentation.

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