Loss Prevention Week – Completion and Goal Setting

Richmond Refinery Safety Topic of the Day
Monday

1/18/10

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Completing 2009 Well and Launching 2010 Powerfully

1. The purpose of this conversation: The purpose of this conversation is to take a few minutes at the beginning of this year to reflect on our 2009 Safety accomplishments and acknowledge what worked for us so that we can intentionally build on those strengths going forward.

Also, the conversation provides the opportunity to reflect on what was missing for our team regarding safety, what aspect of our performance regarding safety are we dissatisfied with, and to have an authentic conversation around what we intend to do differently, or newly, in order to get a better result in the New Year, 2010.

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Completing 2009 Well and Launching 2010 Powerfully

2. Team Lead/Facilitator Guide:

Conversation set up The conversation should take approximately 30 minutes. It should be conducted in an open environment without note taking or high pressure agenda items. People need to feel comfortable, yet focused. Limit outside distractions. Create an environment that supports *listening* by everyone.

- Share the purpose of the conversation with the team.
- Ask people to give serious thought to the questions being asked and to respond thoughtfully to them.
- Request that people do not react harshly or defend quickly in response to other people's sharing….silence does not mean you agree or disagree with others…but, rather, listen for what others are trying to communicate. Ask questions for clarity if needed.
- Encourage everyone to speak. Be aware of the conversation being dominated by a few out spoken individuals. Everyone's thinking is important and valued.

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2009 Completion Questions and Goal Setting

Ask the following questions in the order that they appear below. Request that people stay focused on each question and complete it before moving on to the next.

Question #1: As we look back on 2009, what do you feel proud of regarding our safety performance and Incident and Injury Free culture this year? Also, how were we being as a team that allowed us to accomplish this?

Question #2: Is there a specific person or group that provided exceptional support to our team to help us achieve the answers to #1 above that we would like to acknowledge? (If yes, take an action for a later time to identify what the team could do to thank those individuals.)

Question #3: As we reflect on 2009, what do you feel particularly dissatisfied with regarding our safety performance and Incident and Injury Free culture this year? What was missing for us as a team that would have made the biggest difference had it been present?

Question #4: As we look forward to 2010, what do we want to do differently or newly as a team that will result in unprecedented safety performance and IIF culture? (Capture action-able responses on a flip chart or whiteboard so they can be placed on an agenda and addressed at the earliest available Team meeting).

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Happy New Year!

Thank you for participating in our first activity during Loss Prevention Week!

Questions or comments can be directed to the Richmond IIFLT email.

Message from Carl Simmers
Audio Recording

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