

# TAKE 5

## MAR - MAY 2023



### MANAGER'S BRIEFING:

Over the next three months, we are asking you to work with your team to improve understanding and implementation of 'Take 5' and Take 5 Together.

To support with this, there are three new films, one per month, and they should be used as a basis for discussions with your team about Take 5 and Take 5 together.

The films have been designed to emulate the popular film 'Mission Impossible', with the aim that employees will identify with the heroes because we know they work in a challenging environment. That's why each film starts with a sequence where some of the existing risks at our production units are highlighted.

To reinforce the Take 5 and Take 5 Together spirit, solidarity between colleagues is highlighted in these films.

These three films were shot with operators as actors. This is to emphasise the message that it is operators talking to operators directly, and not management talking to operators.

Your mission, if you accept it, is to lead a discussion, after each film has been shown, to remove the obstacles, fears and misunderstandings concerning Take 5 and Take 5 Together, convincing your team to use them. You will be helped with this by an FAQ document and a new focus sheet each month.

The films have been designed without voiceover but with key words and short sentences on screen to make them easier to understand.

### THE AIMS ARE AS FOLLOWS:

- To convince operators to use Take 5 and Take 5 Together. The key word here is "convince", i.e. operators use Take 5 because they want to, not because management says so. We hope they will want to use Take 5 because they are convinced that it is good for their safety and that it is an additional element to ensure that they go home safely.
- To remove the barriers to use around Take 5 & Take 5 Together. We want operators to understand how they feel after doing a Take 5, and the situation that led them to do a Take 5.
- To reinforce the message that it is necessary to intervene when a situation is not under control or when a risk appears, or simply if they have any doubts. The key is "Don't let anything go wrong" when it comes to safety, whether it involves our own teams, contractors or customers, or anyone else we interact with.
- To convince you, the management team, to integrate Take 5 and Take 5 Together into your day-to-day health and safety management in your teams. For example, by discussing the last Take 5 & Take 5 together that your teams have done when you do VFLs.

To meet these aims, we would like you to engage your teams in discussions about the value of Take 5 and the power of stepping in using the Take 5 Together approach and the benefits they can gain from them. Create positive interactions within your team and strengthen the bond of solidarity between your team members in relation to safety and their own safety.

Interact with your team daily, asking if they have the Take 5 application or their Take 5 booklet with them, if they have done a Take 5 today or plan to, what the activity was, what difficulties they had, etc.

**Take 5 must become a reflex!**

