SMAC-24: Conversation Starter Kit

The *Stop. Make a Change* programme is being run between **7 and 18 October 2024** to coincide with World Mental Health Day and the European Week for Safety and Health. This year we are asking everyone to '**Re-engage with their own Health, Safety & Wellbeing**' and to do this, we are suggesting that everyone engages in a Conversation Starter initiative.

To help get the best out of the discussions we would suggest:

- Put Tools Down & Turn Phones Off
- Gather Colleagues and Find a Quiet Place
- Open Conversation Starter Pack
- Commence Conversation – We suggest 1 hour minimum
- Record Key Comments
- Agree set of Actions
- Implement Changes.

#StopMakeAChange

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The Diabetes Safety Organisation

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SMAC-24 CONVERSATION STARTER:
OFFICE SAFETY

What is the most hazardous safety risk in our office?

SMAC-24 CONVERSATION STARTER:
OFFICE SAFETY

Are you comfortable with the COVID-19 controls in the office? Do you know who the key personnel are?

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SMAC-24 CONVERSATION STARTER:
OFFICE SAFETY

Do you know who our first aiders and fire marshals are? Or where to find this information?

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SMAC-24 CONVERSATION STARTER:
OFFICE SAFETY

Do you know where the emergency exits are? Have you ever checked them? Do you brief your visitors?

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SMAC-24 CONVERSATION STARTER:
OFFICE SAFETY

What impact do you think a serious accident within this office would have on you and your colleagues?

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SMAC-24 CONVERSATION STARTER:
OFFICE SAFETY

How does feedback work in this office?

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SMAC-24 CONVERSATION STARTER:
OFFICE SAFETY

What could we do to make our office even safer?

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