



PROMISES, PROMISES

Leader's Guide, Fact Sheet & Quiz

This easy-to-use Leader's Guide is provided to assist in conducting a successful presentation.

PREPARING FOR THE MEETING

Here are a few suggestions for using this program:

- a) Review the contents of the Fact Sheet that immediately follows this page to familiarize yourself with the program topic and the training points discussed in the program. The Fact Sheet also includes a list of Program Objectives that details the information that participants should learn from watching the program.
- b) If required by your organization, make an attendance record to be signed by each participant to document the training to be conducted.
- c) Prepare the area and equipment to be used for the training. Make sure the watching environment is comfortable and free from outside distractions. Also, ensure that participants can see and hear the TV screen or computer monitor without obstructions.
- d) Make copies of the Review Quiz included at the end of this Leader's Guide to be completed by participants at the conclusion of the presentation. Be aware that the page containing the answers to the quiz comes *before* the quiz itself, which is on the final page.

CONDUCTING THE PRESENTATION

- a) Begin the meeting by welcoming the participants. Introduce yourself and give each person an opportunity to become acquainted if there are new people joining the training session.
- b) Introduce the program by its title and explain to participants what they are expected to learn as stated in the Program Objectives of the Fact Sheet.
- c) Play the program without interruption. Upon completion, lead discussions about your organization's specific policies regarding the subject matter. Make sure to note any unique hazards associated with the program's topic that participants may encounter while performing their job duties at your facility.
- d) Hand out copies of the review quiz to all of the participants and make sure each one completes it before concluding the training session.

1430 PROMISES, PROMISES FACT SHEET

LENGTH: 14 MINUTES

PROGRAM SYNOPSIS:

We all make promises to our friends, to loved ones and to ourselves. In this program, viewers will see how the choices and decisions we make about personal safety both on and off the job impact our ability to keep those promises. Featured are the stories of three different families, each with their own hopes and dreams. These dreams, unfortunately, are shattered by poor safety choices involving 1) lockout/tagout, 2) seatbelt and cell phone use while driving and 3) pedestrians around moving forklift traffic. Your employees will always remember the video's universal theme: seemingly minor safety decisions can have huge unintended consequences. The program ends with an upbeat message, as we see each family member who made a poor decision given a second chance to do things the right way and see their promises fulfilled.

PROGRAM OBJECTIVES:

After watching the program, the participant will be able to explain the following:

- How it only takes a second to let your guard down and allow tragedy to strike;
- How taking shortcuts in an effort to save time can have disastrous consequences;
- How disregarding safety rules in order to complete a job can cost you your life;
- Why it is imperative that you speak up when you witness a potential unsafe act.

INSTRUCTIONAL CONTENT:

BACKGROUND

- We all make promises to our loved ones, to friends and to ourselves. The choices and decisions we make each day concerning our personal safety affect our ability to keep those promises.
- You may be surprised to realize just how short a walk it is that separates the joy of promises kept from the sorrow of promises broken.
- This video features the stories of three families whose hopes and dreams are shattered by poor safety choices.

Story #1: Car Crash Ends Newlyweds' Plans For Bright Future

After a wedding in which the young couple had promised their vows, Jennifer and Andy began their married life with a honeymoon at the beach. When it was time to return home so Andy could have his annual performance review at work, Jennifer had him promise that they'd return to the beach every year for their anniversary. She said she didn't want him to talk about work because he worked so close to the machinery, but Andy assured her that he would never let his guard down. "It only takes a second for something to happen, and then it's too late," he said.

When he arrived at work the following week, Andy's co-workers assured him that he would receive a promotion during his review. The supervisor told Andy that his ability to "keep production on schedule while still keeping safety and quality a top priority" was impressive. Andy was promoted from team leader to production manager. He thanked the supervisor and promised him that he would not be disappointed.

On the drive home from work, Andy called Jennifer to tell her the good news. When she asked him if he'd still be working around dangerous equipment, he said, "Yes. Look, like I told you before, I always work safely, especially now that I've got you to think about." He then told her that he would receive a good pay increase and that he was ready to start a family. Just as he pulled into an intersection, his car was struck by an oncoming vehicle. Because he neglected to fasten his seatbelt, Andy was thrown into the windshield and killed.

Proper Ending:

Andy fastened his seatbelt and said to Jennifer, "Listen I'll tell you all about it when I get home. Traffic's really bad right now and I don't want to be on the phone and the road at the same time."

Story #2: Promise To Attend Son's Baseball Game Broken When Dad Takes Shortcut At Work

Week after week Ted missed his son Brad's little league baseball games because he had to work at the plant every Saturday. He told a co-worker that he wouldn't miss the championship game if Brad's team made it, but the co-worker reminded him that they had a maintenance procedure to perform the following Saturday that took eight hours on a "good day." "Well if they make the championship, I'll find a way to speed it up. I've got to be there!" Ted said. When he arrived home to find out Brad's team was indeed going to the championship, Ted assured Brad that he wouldn't miss the game for anything.

On the day of the championship game, Ted and his co-worker skipped lunch so they could complete the maintenance task ahead of schedule. While the co-worker took a break to get something to eat, Ted decided to begin the next step, which involved removing the guard to change the belt on the air scrubber they were servicing. As the co-worker pulled the disconnect to the scrubber, he reminded Ted to make sure he locked it out before he continued with the work.

In an effort to save time, Ted walked up the stairs to the belt and started the job without locking out the power. As he climbed onto the pulley to remove the belt, several of his co-workers walked through the area and noticed that the disconnect was switched off. When they turned the switch on, the scrubber cycled. Ted was pulled into the action, thrown inside the spinning belt and killed.

Proper Ending:

Ted proceeded with the lockout procedure and said, "There. Now all I've got to do is pull the guard and change the belt, and I'll still make it by the first inning."

Story #3: Couple's Retirement Dreams Shattered When Wife Is Crushed By Forklift

As part of their plans for their retirement, Harry and Brenda had considered selling their home and traveling across the country in an RV. Harry, who had retired three years earlier, had been trying to convince Brenda to retire from her inventory job at the warehouse so they could purchase a vehicle and begin their journey. On the day they had scheduled to look at RV's, Brenda was working at the warehouse when co-worker Jerry startled her as he approached on his forklift. Jerry apologized, saying that his backup alarm was broken and that he needed some inventory scanned out. Since pedestrians weren't allowed in the loading area, Brenda asked Jerry to take the load to the scanning station. Brenda then told Jerry of the plans to go look at campers after work that afternoon.

At the RV dealership, Brenda expressed her concern about having to sell the house to pay for the RV. After Harry told her that he wanted to do things as a couple that they had never done before, she decided she was ready to buy the RV after all. Harry asked her if she really meant it. "I promise, I promise," Brenda replied.

A real estate agent assured Brenda and Harry that her agency would have no problem selling their house, so Brenda decided she was going to put in for the early retirement program at work. She told Harry to have the dealer bring the camper over the next day after she got off work.

At work the following day, Brenda told Jerry she couldn't wait to get off so she and Harry could test drive the camper. Her supervisor walked up during their conversation to inform them that the warehouse had an emergency order for material from their best customer. Because she didn't want to stay late, Brenda decided to write out the load tickets for the material from the loading area as Jerry loaded it directly onto the trailer. "I don't know, you know pedestrians aren't allowed to come into the truck area," said Jerry. Brenda agreed, but told him she really wanted to get home and drive the camper.

As she walked toward the loading area, Brenda approached a blind intersection. Meanwhile, Jerry backed his forklift in that direction. Because the vehicle's backup alarm wasn't working, Brenda didn't notice it. Just as she stepped onto some pallets of material, she was crushed between the vehicle and the material.

Proper Ending:

Instead of entering the loading area, Brenda said to Jerry, "You're right; I was just excited about getting home, but the camper salesman will just have to wait. Thanks for speaking up. I'll be at the station."

PROMISES, PROMISES

ANSWERS TO THE REVIEW QUIZ

1. b

2. b

3. c

4. a

5. b

6. a

7. a

PROMISES, PROMISES
REVIEW QUIZ

The following questions are provided to determine how well you understand the information presented in this program.

Name _____ Date _____

1. In the first scenario, newlyweds Jennifer and Andy return from the beach so Andy could _____.
 - a. Start a new job
 - b. Attend his annual performance review
 - c. Start training on a new piece of equipment

2. Andy's supervisor appreciated his willingness to take shortcuts in order to keep production on schedule.
 - a. True
 - b. False

3. Which of the following unsafe actions contributed to Andy's death?
 - a. Talking on the phone while driving
 - b. Neglecting to put on his seatbelt
 - c. Both of the above

4. In the second scenario in the video, why did Ted take shortcuts during the maintenance procedure?
 - a. He didn't want to miss his son's championship baseball game
 - b. He wasn't trained properly
 - c. His supervisor wouldn't approve overtime

5. What did Ted neglect to do, causing his accident?
 - a. He didn't wear his PPE
 - b. He didn't lockout the equipment he was working on
 - c. He didn't use the proper ladder for the job

6. Which of the following did NOT contribute to Brenda's accident in the third scenario?
 - a. There was an unattended chemical spill
 - b. The forklift's back-up alarm was not functioning
 - c. Brenda walked into an area that was off-limits to pedestrians

7. The choices and decisions we make each day about safety affect our ability to keep promises we make to our loved ones.
 - a. True
 - b. False