

There are many things going on around us in our physical environment as well as distractions occupying our minds at any given time. With all the challenges and noise, we face in today's world it is important to recognize and adjust when our minds are not fully focused or present in the moment while completing a work task.

What does it mean to be truly present? We are always physically present somewhere, but our focus and attention may not be. This is evident if your teams have incidents in safety, quality, and production. We must mentally lock in and focus, not only what's in front of you, but also what's next. You must have your feelers out, pay attention, helping each other to figure out and correct what has been happening.

- Take note of how well you are focusing and where your mind is at. You need to make a conscious choice to improve your focus and attention.
- When you are part of a discussion or receiving directions, make sure you are actively listening to the person speaking. One way to become a better listener is to treat the information as something you are going to have to teach to a coworker.
- Eliminate distractions from the physical work area.
- Identify any personal concerns that are causing your mind to wander and not be fully present.

Every time a mistake is made it creates extra risk. Being present and focused is only possible through recognizing where our current focus and attention are! Get yourself and your coworkers locked in...

We are individuals but we are a bunch of individuals that make a team. When one fails the team fails.

Questions to ask the team:

What do you do to get yourself back on track if you notice your mind wandering?

What are "things" (jobs, tasks, communications, operations, etc....) that people on the job seem to be losing focus on?