

**TOOLBOX TALK #1 | Monday, October 17, 2022**

**Topic: Leadership & Accountability**

Good morning!

This week is Construction Inclusion Week, which is being celebrated industry-wide and on all Consigli projects. Throughout the week, we'll be discussing topics related to diversity, equity, and inclusion and asking each of you to commit to creating a more inclusive jobsite, and ultimately, industry.

We're starting off the week talking about leadership and accountability. Neither leadership nor accountability are top-down, but shared responsibilities that each of us—regardless of role, title, or position—can actively demonstrate.

When leadership and accountability are put in the context of diversity, equity, and inclusion, it means we all have a part to play.

In 2020, Consigli signed on to the AGC's Culture of CARE pledge, which marked our commitment to creating a culture that is safe, welcoming, and includes everyone. Today we continue that commitment on all our job sites and in our offices. It is up to each of us to recognize that EVERYONE on this project adds value, deserves respect, and has an opportunity to contribute to the work we're doing.

This commitment applies not only to Consigli's employees, but to every individual who works with our company including trade partners, suppliers, owners, and design teams.

There are a number of things you can do to help make sure this project is safe, welcoming, and inclusive. We must commit to:

- Having zero tolerance for behavior that promotes divisiveness or bias on the jobsite
- Holding each other accountable: if you see something, say something
- Thinking about how your actions make people feel
- Being aware of how your actions and language may be hurtful
- Valuing and celebrating differences
- Keeping an open mind

Today and throughout Construction Inclusion Week, we encourage you to look around, see people for who they are, the great work they do, and remember that our differences are what makes us stronger when working together.

Thank you, and as always, stay safe.

## TOOLBOX TALK #2 | Wednesday, October 19, 2022

### Topic: Unconscious Bias

Good morning!

Today, we're going to cover a topic that affects ALL of us—unconscious bias. Unconscious biases are a mental shortcut that our brains use to process information and make decisions quickly, involuntarily affecting the way we think and act.

These biases can be harmless, like helping us to easily decide what to have for lunch. In their most complex form, unconscious biases can be dangerous, reinforcing or enabling negative stereotypes on gender, race, sexual orientation, disability, and more.

Recognizing and taking steps to mitigate our individual unconscious biases is critical to maintaining an inclusive environment. You can't always control the behavior of others, but you can control your own behavior and how you react to those around you.

We can disrupt our individual unconscious biases taking PAUSE:

- Pay attention to your own biases and question your thinking
- Acknowledge your assumptions and pay attention to your words
- Understand your perspective and avoid generalizations
- Seek different perspectives and try to treat people fairly
- Examine your options and make a decision

We must always consider what others may reasonably perceive as offensive or hostile. Something that would not offend you is not a measure of acceptable behavior.

While some unconscious biases are harmless, others are not. Any offense motivated by bias against a person's age, race, religion, disability, sexual orientation, ethnicity, gender, or gender identity will not be tolerated on this, or any Consigli project. Silence is not acceptable—if you see something, say something.

Thank you for doing your part to make this a safe and welcoming place for everyone.

### **TOOLBOX TALK #3 | Friday, October 21, 2022**

#### **Topic: Jobsite Culture**

Good morning!

Today marks the conclusion of Construction Inclusion Week.

First and foremost—thank you all for your attention and your willingness to keep an open mind, be an ally and advocate for your fellow co-workers, and for making this project one that is safe and welcoming for all.

Since Monday, we've talked about leadership, accountability, and the importance of taking pause to check your unconscious biases. Today, our Toolbox Talk focuses on jobsite culture. A good jobsite culture leads to a safer and more productive job, one that provides higher value to our client, and one that allows each worker to perform their best work.

Sustaining a healthy, inclusive jobsite culture means:

- Actively caring for each other; everyone should feel both physically and psychologically safe.
- Expecting a high level of respect and standard of care where we work. Jobsites are our work homes, they are where we spend most of our days, and they are where we gather the emotions, attitudes, and behaviors that we bring home to our families.
- Creating workplaces that are equitable and meet the needs of all people, industry wide.
- Ensuring our jobsites are free of bias and harassment; where all are treated with respect; where professional opinions are heard and valued; and all have a seat at the table.

Construction Inclusion Week isn't a one-and-done recognition; it's a reminder of what should be practiced at all times on Consigli projects. When it comes to jobsite culture, everyone has to BE about it—not just TALK about it.

Please take the topics we've discussed this week with you moving forward. Let this week serve as a reminder of what should be practiced every day.

Let's move forward together to maintain an environment we're proud of, defined by respect for one another and care for the work that we do.

Thank you for doing your part to make this a safe and welcoming place for everyone.