

## 1 Purpose

This document provides recommendations on how to create engaged employees in the work environment. At Network Rail, we believe that by enhancing employee engagement, we help to create a more driven workforce, leading to greater productivity. This guidance aims to motivate Network Rail employees so that they can achieve their full potential.

“Social value” is the term used to describe the benefits to society from a project or piece of work. This guidance note shows how to go above minimum requirements and deliver social value across the railway. Relevant volunteer opportunities can be found at the end of this guidance note.

## 2 Employee engagement

This diagram shows a variety of ways to engage employees and drive workplace inclusion.



## 3 Health and wellbeing

There are a number of ways you can support a healthy and happy workforce, which in turn brings value to the local community. You can:

- Offer first aid training to staff, giving them the ability to provide potentially life-saving support to colleagues and members of the public in the event of an accident;
- Become a well-being champion, enabling peer support in all aspects of well-being;
- Upskill employees with the correct knowledge to look after their own well-being and that of those around them. This can be achieved using information available on the Health and Wellbeing pages of Safety Central, which include guidance on topics such as coping with trauma, healthy lifestyles and respiratory hazards;
- Share details of the Employees Assistance Programme (EAP) for Network Rail employees, along with the services provided by our occupational health providers.

## 4 Diversity and Inclusion

There are many ways in which diversity and inclusion can be considered within a project and will benefit the productivity of the team and safety of the working environment. You can:

- Consider joining one or more of Network Rail's six employee networks, which are for everyone: Archway (LGBT), CanDo (disability), Cultural Fusion (BAME), Inspire (gender), Multi Faith (religion) and Myriad (carers);
- Become a Diversity and Inclusion Champion; interest can be registered by e-mailing { HYPERLINK "mailto:Diversity&InclusionChampions@networkrail.co.uk" }. Or become a Fairness, Inclusion and Respect Champion through the Supply Chain School; find out more { HYPERLINK "https://gallery.mailchimp.com/b239b7fe8108009bdf6a61afb/files/f21afaf0-eabf-4433-8356-6e4f6b70b3af/FIR\_Ambassador\_Information\_Pack\_v2.pdf" };
- Promote inclusive behaviour, challenge non-inclusive behaviour and sign post colleagues to the relevant support provided by the organisation where required;
- Advise Network Rail employees to complete Everyone e-learning via Oracle e-Business Suite and attend inclusive leadership training where appropriate;
- Complete Diversity Impact Assessments to ensure accessible communications and events are being provided to our colleagues and customers;
- Host a work experience placement to encourage a more diverse workplace and future workforce;

- Become a Dementia Friend through the Alzheimer's Society.

## 5 Example activities and volunteering

Volunteering in your local community is an effective way to create more engaged employees, some suggested opportunities are below:

Paint a **mural** over vandalised walls at your local station

Become a **mentor** for the UK's most vulnerable children with **Barnardo's**

Become a **STEMNET** ambassador

Create an allotment with your team for **Macmillan cancer support**

Participate in fundraising event **Railhouse Rock**

**Promote Britain's railways** alongside the Association of Community Rail Partnerships (ACoRP)

**Network Rail employees:** You are entitled to up to 5 days volunteer leave. This can be taken for any UK registered charity or one of the three types of community engagement activity:

(i) Community Safety, (ii) Early Engagement or (iii) Community Rail. For more details, visit

{ [HYPERLINK "http://connect/volunteering"](http://connect/volunteering) }.

To view all environment and social KPIs and how they are to be reported, please refer to the *KPI Guidance Note NR/GN/ESD22*.