

# Local Day 1 Event and Activities Ideas

*Here are some ideas on how you and your employees might recognize our first day as Collins Aerospace. You are not limited to these; feel free to use your own ideas.*

## Ideas for a morning event/activity

- **Leadership welcome**

*Leadership to greet employees at the door and hand out giveaways.*

- **Ribbon Cutting**

*Host a ribbon cutting at the front door for all employees.*

- **Breakfast**

*Bagels, juice and coffee in the cafeteria or facility meeting space.*

- **Breakfast trivia**

*Enjoy breakfast and learn more about Collins Aerospace.*

- **Donut drop**

*Invite employees to come and grab a donut or have leaders deliver donuts to employees' work areas.*

## Ideas for an afternoon event/activity

- **Time capsule**

*Bury a time capsule with heritage items and a few new items!*

- **Food truck fun**

*Invite local food trucks to your site and set out tables for lunch.*

- **Brown bag**

*Invite employees to gather together for lunch; distribute giveaways and learn more about the new company.*

- **Cake or cookies**

*Serve cake or cookies in the cafeteria or facility meeting space.*

- **Lunch**

*Coordinate with cafeteria or local caterer and provide lunch or a special lunch menu.*

## Ideas to include shift employees

- **Focus on the break rooms**

*Leave snacks, printed Employee Guidebooks, giveaways, etc. for those not able to attend a big event.*

- **Host multiple, smaller events**

*Have local leaders hand out light refreshments and giveaways during shift breaks, lunch times or shift changes.*

- **Cafeteria takeover**

*Decorate your cafeteria and offer food, giveaways, etc. for employees to pick up at their convenience.*

- **Get creative**

*Ask a few shift employees at your site what they would like to do.*

*Taking pictures on Day 1?  
We'd love to see them. Email to  
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