

# Starting a RAK Binder

## (Random Acts of Kindness Binder)

A RAK Binder is a great way to build comradery and reinforce a positive environment at work. A RAK Binder can be used as a reference guide for the employees in your department to get to know each other on a more personal level and will allow them to use the information in the binder to find things that their fellow employees would appreciate. One act of kindness can start a chain reaction, creating a whole department that is full of kindness, appreciation and positivity.

Make copies of the following sheet for everyone in your department. During a staff meeting, have each person fill out a sheet with all of their favorite things. Compile the sheets in to a binder, and leave it in a common space so anyone can reference it. The goal is that someone will choose to do a RAK, go to the binder to find things that that person likes, and use that information to surprise them with a RAK. When someone receives a RAK, they will feel more inclined to do a RAK for someone else in the future, and the cycle of kindness will start.



# These Are A Few of My Favorite Things...



Please fill out this sheet with the following information in order to let your coworkers know what you love! Start the RAK cycle!

First name: \_\_\_\_\_ MI: \_\_\_\_ Last name: \_\_\_\_\_

## My Absolute Favorites!

Places to eat: \_\_\_\_\_

Places to shop: \_\_\_\_\_

Food: \_\_\_\_\_

Fruit: \_\_\_\_\_

Candy: \_\_\_\_\_

Snacks: \_\_\_\_\_

Cold drink: \_\_\_\_\_

Scent: \_\_\_\_\_

Flower: \_\_\_\_\_

Color: \_\_\_\_\_

Sports teams: \_\_\_\_\_

My go-to coffee order is...

\_\_\_\_\_  
\_\_\_\_\_

My Birthday is: \_\_\_\_/\_\_\_\_

For fun in my free time I love to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I love to relax by:

\_\_\_\_\_  
\_\_\_\_\_

Let me tell you about my kids:

\_\_\_\_\_  
\_\_\_\_\_

Let me tell you about my pets:

\_\_\_\_\_  
\_\_\_\_\_

I am allergic to:

\_\_\_\_\_

