

panorama



the safety game

family fun for a safe future

password managers

improve your online security

equal parking

inclusion opens doors

To submit a request for articles or comments, please email panorama@aramco.com

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on the cover

Abdullah, age 11

Panorama is proud to feature Saudi Aramco employees and their families.

This edition's models are from two Operations & Business Services families.



Loss Prevention Department
Building 3150, LIP
Dhahran 31311, Saudi Arabia

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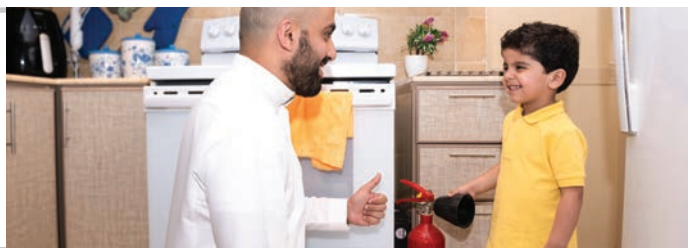
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password protected

These days, everything needs a password with capital and lowercase letters, symbols, numbers, and a whole lot more. Online banking, your Twitter account, and everything in between wants you to create a password that's unique to its site, and meets all the requirements for security. It can be overwhelming to remember them all, and it's frustrating to create – and remember – dozens of passwords.

Unique passwords are critical to protecting your data, especially with recent reports of hackers stealing data from major companies. In 2019, *Wired*, a monthly magazine that focuses on how emerging technologies affect culture, the economy, and politics, reported that a database containing more than 700 million unique email addresses and more than 21 million passwords was posted to an online hacking forum. The breach, called Collection #1, is the largest single breach in history to date.

This incident isn't the first. Yahoo.com has had over 1 billion passwords stolen in a series of breaches over the years, with plenty of other companies reporting similar security failures. To confirm if you've been affected by a breach, you can check your email at [HaveIBeenPwned.com](https://haveibeenpwned.com), created by Web security expert Troy Hunt. If you appear on the list, act quickly to update your passwords or close old accounts.

Having different passwords for all your data sources helps protect you from these types of breaches. A hacker may obtain one of your passwords, but they won't get them all. This gives you time to change your passwords before the hacker can cause too much damage to your finances and identity.

Most things that connect to the internet will have a password default: routers, smart-home devices, TVs, toys, and even some refrigerators. Be sure to change the password for these as soon as you plug them in and before you start using them. Default passwords are widely published online, so your new item is easy to hack if you don't change the password.

When thinking of a new password, Dan Nadir, vice president of digital risk for the cybersecurity firm Proofpoint, says, "the easier it is for you, the easier it is for the bad guys." A strong password should never have your name, birthday or anniversary date, or any other reference to personal details including your kids' and pets' details.

If you are stuck trying to come up with a new password, grab a dictionary, open to a random page and pick a word, flip a few more pages and pick another. Put them together with various capitals, numbers, and symbols, and you've got a password with no personal data attached.

If remembering a lot of unique passwords is intimidating, consider using a password manager, says Nadir. Some are free, while others may charge a nominal fee. These managers generate, retrieve, and provide strong, secure passwords for each of your accounts, using encryption to protect them. All you have to do is remember the single password you created to access the manager – the master password. "Password managers are not a magic pill," says

Lugo Bauer, a security researcher at Carnegie Mellon University, "but for most users they'll offer a much better combination of security and convenience than those without them. Everyone should be using one."

Once you've set up a password manager, go to your sites and change your account information, letting the manager pick your new, unique password and store it for you. You should also change your security questions, just in case. This will take time, so start with your most high-value accounts like banking, email, and cloud storage.

If you forget your master password you'll be locked out of the system and have to start all over again, so be sure to write down a generic set of hints for yourself and store it somewhere safe. Make sure it is something that no one else will be able to guess, but will help trigger your memory.

A password manager can also help prevent phishing scams by saving the correct, safe address for your accounts. Instead of clicking on a suspicious link in an email, use the trusted address stored in the manager to check on an account. Never click on links in emails asking for banking or personal information.

Whenever possible use two-factor authentication, which makes it more difficult for hackers to access your account even if they do possess your password. This system sends a code to your mobile phone or email to verify that you are the person trying to access your data. So if a hacker doesn't have your mobile, they can't complete the login and obtain your information.

Take a few steps to secure your data and give yourself some online protection. It's simple, effective, and can help prevent some serious problems. ■





washer ways

Laundry day. Not the most popular day of the week, so thank goodness modern appliances can wash our clothes in a fraction of the time it used to take. Washing machines work hard, averaging 300-400 loads a year for an average U.S. family according to Procter & Gamble, so maintaining them regularly will ensure they last longer and stay efficient.

Clean your appliances

You don't bathe in a dirty bathtub, so why wash your clothes in a dirty washer? Residue from washing detergents and dirt from previous loads build up inside the washer, and can end up coating your clothes. Streaks of powdery white residue appearing on dark clothes are a sign your washer needs to be cleaned. If you have a front-loading machine, you may also notice a mold or mildew smell, and tiny black or grey specs appearing inside and around the door seal. Mold and mildew are types of fungi that flourish in warm, damp conditions.

Wash day for the washer

Cleaning a washer is easy and should be done twice a year, or more regularly if you live in a hard water area or have heavy laundry loads.

Remove detergent dispensers if possible and wash them thoroughly, removing any old soap crusted on the inside. If the dispenser doesn't come out, clean it as best you can using a cloth and bottle brush to reach into crevices.

Run on empty

Run a complete wash cycle on the longest, hottest water setting and add one (not all) of the following directly to the machine to clean away bacteria, soap scum, and mineral deposits: 1 cup of bleach, 1 cup of baking soda, or a washing machine cleaner, as per the manufacturer's instructions.

If you use bleach as a cleaning agent for the machine, repeat the cleaning cycle and add a cup of distilled white vinegar to remove any bleach residue. Do not mix vinegar and bleach in the same cycle, as toxic fumes could generate while the machine is on. The vinegar rinse will ensure that there are no bleach droplets remaining that could damage the next load of laundry.

If the machine has a lingering odor after the first cleaning cycle, repeat the process. The washer may need two cycles to complete the job.

Specialty washing machine cleaners can be found in home stores, and some detergent manufacturers produce their own.

Door seals

Front-loading machines need an extra clean around the door seal to remove mold or mildew. Use warm water and a cloth or bottle cleaner to clean the seal and crevices, and wipe with a dry cloth so there is no moisture or water left in and around the seal. Leave the door open after each load to allow the tub and seal to dry, and prevent mold and mildew from forming.

Call a professional

Call a qualified repair person if you have difficulty getting rid of smells, or you suspect the machine has a blocked drain or filter. They can assess the machine, and if necessary dismantle it to clear a blockage.

Self-cleaning machines

Some brands of washing machine have a self-clean cycle that removes mold and cleans areas of the washer where moisture and detergent residue may accumulate. If this is an option on your machine, use it. Such an option is designed to maximize cleaning on the particular model you have. Avoid using a homemade cleaning process if there is a self-clean cycle already built into the machine. ■


























































top-loaders and front-loaders

There are many types of washing machine available, and most are optimized to conserve energy and water. One basic has not changed — is it a top-loader or a front-loader? Both have their pros and cons, but for cleaning purposes the principal difference is that front-loaders can get mold. They have watertight, airtight doors that seal with a rubber gasket. The rubber seal traps moisture in the machine and also provides perfect places for mold and mildew to grow.

- Top-loading machines do not have a seal around the door, so the tank easily dries out between loads, with no crevices for mildew or mold to grow.
- You will recognize a mildewed machine by the musty smell when you open the door. If you leave wet clothes in the washer for too long, they may start to smell too!

clothing care labels

> Washing machine settings accommodate a range of washing needs, from temperature to fabric type. Simply follow the label instructions of items you're washing.

 <p>machine wash</p>									
	<p>Wash at or below 30°C or 80°F</p>	<p>Wash at or below 40°C or 105°F</p>	<p>Wash at or below 50°C or 120°F</p>	<p>Wash at or below 60°C or 140°F</p>	<p>Wash at or below 70°C or 160°F</p>	<p>Wash at or below 95°C or 200°F</p>			
	 <p>Machine wash normal</p>	 <p>Machine wash permanent press</p>	 <p>Machine wash delicate or gentle</p>	 <p>Do not wash</p>	 <p>Hand wash</p>				
 <p>bleach</p>	 <p>Bleach</p>	 <p>Non-chlorine bleach</p>	 <p>Do not bleach</p>	 <p>Chlorine bleach</p>					
 <p>dry clean</p>	 <p>Dry clean</p>	 <p>Dry clean any solvent</p>	 <p>Dry clean any solvent except trichloroethylene</p>	 <p>Dry clean petroleum solvent only</p>	 <p>Do not dry clean</p>				
	 <p>Short cycle</p>	 <p>Low heat</p>	 <p>Reduced moisture</p>	 <p>No steam</p>	 <p>Do not wet clean</p>				
 <p>tumble dry</p>	 <p>Tumble dry normal</p>	 <p>Tumble dry no heat</p>	 <p>Tumble dry permanent press</p>	 <p>Tumble dry permanent press no heat</p>	 <p>Tumble dry gentle</p>	 <p>Tumble dry gentle no heat</p>	 <p>Tumble dry low temp</p>		
	 <p>Tumble dry medium temp</p>	 <p>Tumble dry high temp</p>	 <p>Do not tumble dry</p>						
 <p>dry</p>	 <p>Line dry</p>	 <p>Drip dry</p>	 <p>Drip dry in shade</p>	 <p>Dry flat</p>	 <p>Dry flat in shade</p>	 <p>Dry in shade</p>	 <p>Do not dry</p>	 <p>Do not wring</p>	 <p>Wring</p>
 <p>iron</p>	 <p>Iron any temperature</p>	 <p>Do not iron</p>	 <p>Iron low temp</p>	 <p>Iron medium temp</p>	 <p>Iron high temp</p>	 <p>Do not steam</p>	 <p>Steam</p>		



panorama



parking that opens doors

A woman requiring a walking aid went to a government office to finalize some paperwork. All the disability accessible parking spaces were filled by cars without disability stickers. The woman was forced to walk for 10 minutes to the building door, a trip that would take a nondisabled person only 2 minutes to complete. Her story is not unique – this is the reason these spaces exist.

Disability accessible parking is an important adaptation that enhances the lives of people with disabilities, and allows them easier access to all parts of the community. To work effectively, these spaces are located near the shortest route to an accessible entrance.

The first legal guidelines for accessible spaces were written in 1955, but it wasn't until the U.S. civil rights movement, in the 1960s, that people with disabilities' rights came to attention. International guidelines followed the U.S. standard, and countries slowly began to provide facilities and spaces for citizens with disabilities.

If accessible parking spaces are taken by those who don't need them, people with disabilities needlessly spend extra time and energy to reach their access point. Some may not be able to reach it at all if they cannot park in a space that enables them to freely exit and re-enter their vehicle with their mobility aids.

Disability car stickers are there for a reason and they are granted following a doctor's diagnosis to determine how long a sticker is needed. It is offered to those using a wheelchair, crutches, a cane, those with missing limbs, or those suffering from certain cardiovascular diseases, continuous pain, or respiratory conditions.

The importance of accessible parking is real and drivers who ignore the rules about these spaces are putting people with disabilities at risk. They are increasing the chances of a fall, causing unnecessary fatigue, and increasing stress for individuals who already face challenging situations on a daily basis.

The dimensions for accessible parking spaces are also important. They are larger than regular parking spaces to accommodate wheelchair access and open doors. The diagonal lines next to these spaces allow the door to open wide enough for the occupants to exit the car, or to let down a ramp from an accessible vehicle. Without these, exiting and entering will be challenging, if not impossible.

Parking in a regular space with plenty of room to the side doesn't ensure access to the vehicle is possible. Disabled and elderly drivers may not be able to get into a car if someone has parked too close to their vehicle.

When you pull into a parking lot, remember that there are members of the community who need these spaces. Be a good neighbor and leave them available for those who really need them. ■





inclusive intent

A conversation with Wael Alamri, Program Lead for Disability Inclusion at the Women Development and Diversity Division

In 2018, Saudi Arabia announced it was preparing a national strategy of 23 initiatives to ensure proper education and job opportunities are available for people with disabilities (PwD). This was met as an opportunity to develop a program on disability inclusion at Saudi Aramco. Wael Alamri leads the Ready and Able: Including People with Disability program, and he believes inclusion results in a safer community.

Value of inclusion

“I believe it’s important that people understand how to interact with PwD, and how to respond to their needs. This program raises awareness on matters relating to PwD in the workplace, yet most of the information is applicable within communities and personal lives, too,” said Alamri.

“Attitude is the first step to creating that inclusive environment. People shouldn’t be defined by their disabilities. There is a huge pool of talent that companies are missing out on simply because of the lack of understanding about what PwD can do and achieve.”

The Ready and Able program, open to everyone at Saudi Aramco, talks about many types of disability and encourages attendees to be comfortable asking questions.

"It's a safe environment, it's ok to ask questions about disability," says Alamri, "because it is still something that people find sensitive to talk about." Understanding the importance of inclusion in the workplace, increasing awareness of related issues, and helping attendees communicate more effectively across differences are key topics. "Language is important. This the reason we say 'people with disabilities.' They are people and it so happens that they have a disability. It's the first step to promoting inclusive behavior," he said.

What you don't see

There is a tendency for people to think almost exclusively of PwD as having a physical disability. "This is one of the misconceptions about disability," says Alamri, "that it's always a person in a wheelchair. Many people are. However, PwD include all types of disabilities – we are talking about physical, mental, and behavioral disabilities."

The United Nations Convention on the Rights of Persons with Disability (CRPD) defines disability as any condition that hinders a person's full and effective participation in society on an equal basis with others, be that through attitudinal or environmental barriers. Alamri clarified that, "someone with a chronic disease, like a heart condition, is considered a PwD. Autism, depression, blindness are other conditions that are the same."

Inclusive adaptations

In addition to interpersonal inclusivity, practical challenges confront PwD in the workplace. A colleague may plan to attend a meeting in a different building only to find stairs their wheelchair cannot climb. "There are things that the nondisabled take for granted or do without thinking that present additional challenges to PwD. Accessibility is a major one. We want to make sure that all work locations are accessible and have the needed equipment for PwD."

The globally recognized Universal Accessibility Code provides the technical specifications to ensure accessible toilets, restaurants, public buildings, and any other needed structural characteristics are available to provide access for all. "The code is often thought of as being only for people with disabilities," says Alamri, "but actually it's not. It's about anyone being able to access a building with the least physical effort. When a building is accessible, it's inclusive for everyone."

There is room for improvement, but Alamri believes we are on the right track. "I see people ready for change. I see the younger generation in Saudi Arabia expecting companies to be more diverse. PwD are now considered contributors to the community, which wasn't the case before."

The Ready and Able program has already received hugely positive feedback, and one reason for this success is the open and supported discussions taking place. Being able to ask questions without fear of causing offence, and also hearing the experiences of PwD has been a positive step. "I think because I had personal stories, people felt like 'ok, we can relate to this'. I don't normally talk about my disability as I am very comfortable with it, but in the workshops, it does help people if they see and hear about real examples," said Alamri.

"My disability is Arthrogryposis Multiplex Congenita (AMC), and it causes limitation to joint movements. I can walk, but it does affect the way that I walk, sit, and bend. I'm a person who, at one time, could not put socks on by myself. I had to think about how to make this an easier process. It was a struggle, until someone sent me a website link to a very simple device. I bought it, and since then my life's been much easier. I became 100% independent."

It's examples like these that highlight the seemingly simple actions most don't have to think about, but are situations that PwD have to plan for.

Part of workplace inclusivity is understanding that PwD are no different in their work role than anyone else. "It's not just about having a job, it's about having a job that is satisfying and fulfilling; being able to use your skills, education, and training, and seeing advancement opportunities, learning opportunities, and promotion opportunities. Just like any other employee," said Alamri with a smile.

Safety for all

He notes that if we ensure buildings and facilities are built to accommodate PwD, not only do we create a safer environment for them, but inherently a safer environment for everyone. PwD have to be safety focused, because others may not be, and that could cause individuals to get hurt. "I consider safety in everything I do. I make sure that I don't do anything that might cause harm, and this is true for anyone with a disability." ■

Prepare for the unexpected

Before driving a vehicle, perform a 360° visual safety check.

Inspect vehicle safety equipment on a monthly basis.





mattress maintenance

Climbing into bed with clean sheets is a great feeling; knowing your mattress is just as clean is even better. Considering how much time you spend in your bed, take a few minutes every few months to clean your mattress, and feel the benefits.

It's not pleasant to think about how much sweat, dead skin, or how many dust mites may be lurking in the bed you climb into. It's enough to give you nightmares. A clean, cared for mattress can last longer, help prevent pest infestations, and reduce allergies.

You lose almost half a liter (1 pint) of water every night from sweating and breathing, even more if you're hot or sick. Your sheets trap this moisture, creating the perfect conditions for dust mites to live and multiply. Getting rid of this comfortable environment reduces the chances of an allergic reaction.

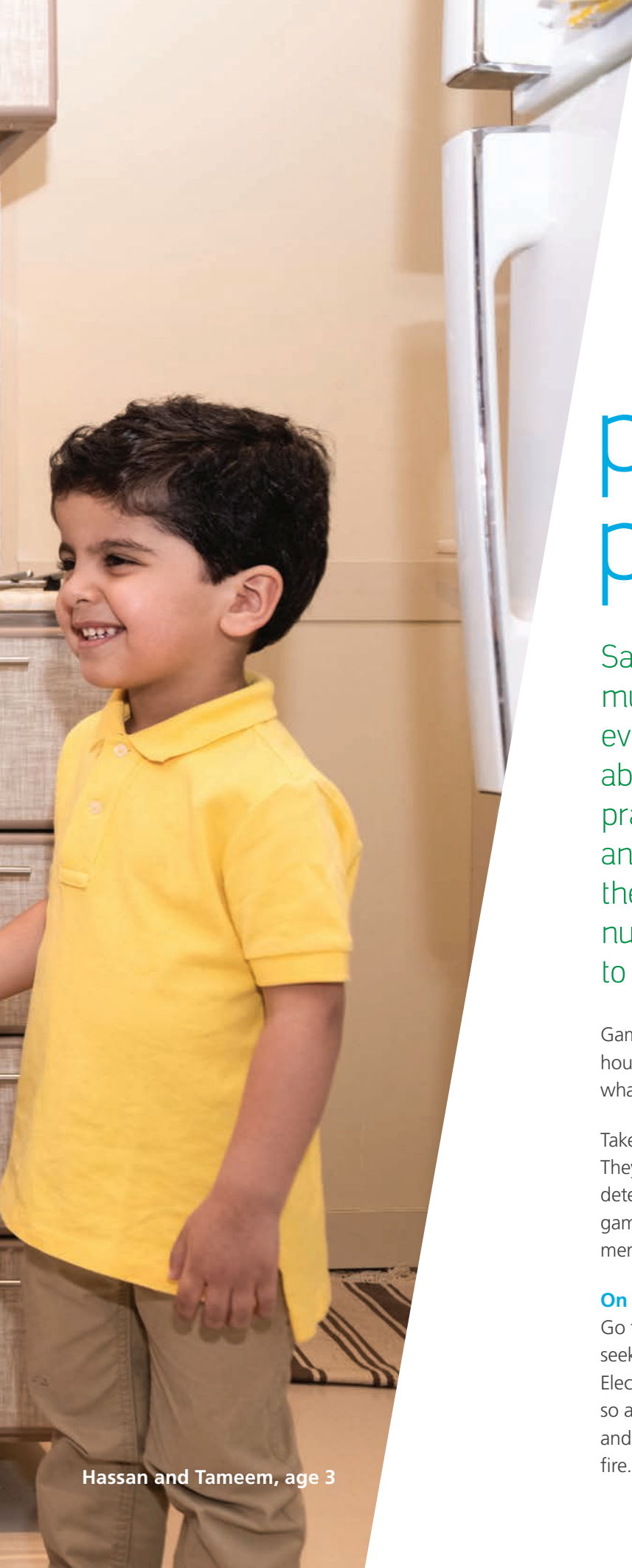
Consider starting your next mattress cleaning when you change the sheets, as you need to strip the bed of all linens. Use the upholstery attachment of your vacuum cleaner to remove dust from the top and sides of the mattress, and press firmly to remove as much dust from beneath the mattress top fabric as possible. If you have a crevice attachment, use it to go over the quilting, along the edges, and where the pillow top is attached. A garment steamer is ideal for removing dust mites near the surface of the mattress, but do this before vacuuming to save yourself time.

Use a stain remover on any stains to the fabric, following the manufacturer's directions. Don't make the bed until this is completely dry to avoid trapping moisture in the mattress, which can lead to mold, mildew, or comfortable mites. A disinfecting spray that's safe for use on fabric can improve the smell of a mattress and improve your health. A good time to do this is once you've recovered from being sick, to reduce any lingering bacteria that might infect others.

To reduce odors, sprinkle the mattress with baking soda, as this will absorb odors and moisture. Let it rest for at least 15 minutes and then vacuum up the baking soda. You can do this each time you change your sheets to freshen up the mattress, and it's also safe around children and animals.

You can protect your mattress by using a machine washable mattress protector between the bottom sheet and mattress top. Many of these are soft and slightly padded, adding to the comfort of your sleep while also protecting the mattress. Wash the protector regularly at the highest temperature recommended on the label. ■





play to prepare

Safety at home is seldom given much thought, but it's a topic that everyone in the house should know about. It's never too early to start practicing safe habits in your home, and children should be familiar with the home's safety rules. There are a number of fun activities you can do to help children learn about safety.

Games are a great way of showing some common household hazards that everyone should be aware of, and what to do if a real emergency occurs.

Take a tour of your home from your child's perspective. They may not know about electrical outlets, smoke detectors, and extension cords, so by turning this into a game such as a scavenger hunt, learning becomes fun and memorable.

On the hunt

Go through the house with your children and ask them to seek out the outlets and extension cords in each room. Electrical fires are one of the leading causes of home fires, so among things to look out for are overloaded sockets and loose plugs, both of which could overheat and cause a fire. Explain why overloading sockets is dangerous, such as



why connecting a phone and laptop to a socket that's already being used for the TV and a heater is not a good idea. As you go through the house, look at the outlets the children find and involve them in observing each outlet for any wear and tear. Take a notebook so that if you do notice a potential hazard, like an outlet with a loose plug, you can make a note to have it fixed before an incident occurs.

If you are using extension cords, check them regularly. Make sure there are no cracks, exposed wires, or signs of wear. Don't overload extension cords, and appliances that are safely plugged in should not exceed the wattage rating of the extension cord, as this will cause it to overheat.

Safety marks, such as Underwriters Laboratories (UL), mean that the items have been tested by an independent laboratory to ensure they function safely when used correctly. All household electrical appliances and extension cords should be certified by UL or another independent testing laboratory.

Spot it

Look for other fire hazards around the home that could cause a fire if used incorrectly. Space heaters, lit candles, matches, fireplaces, and barbecues are common items you may find. Ask your children to call out "Spot It!" if they find something they believe is a risk. Talk to them about why these could be dangerous, and what to do to stay safe.

Map it out

Creating a family fire escape plan is essential. Take some time to sit with your children and draw a map of the house with all the rooms, doorways, and windows. Find two ways out of each room if you can, and use coloring pens to mark these on the map. Also mark a family meeting place outside, away from the house, where everyone is to go if there is a fire in

the house. Remind your children that if they see or smell smoke in the house, they should "go low" and crawl to the exit. Be sure to practice this with them.

You can also walk into each room on the map with your kids and ask, "How could you get out?", "Now imagine this door is locked, how could you get out?" or "Imagine the window was locked, how could you get out?" Make the game more fun by adding in some playful examples that make them think of alternative exits. For example, "A giant teddy bear is blocking the door. How could you get out?" or "An elephant is in the front hall. Where else could you go?"

Playing detective

Your home should already be equipped with smoke detectors – if not, do this now! Ask the children to play detective, and find where all the detectors are located in the house. They can draw another map and use colored adhesive dots, or a colored pen, to mark where the detectors are. You can look at this to check you have enough detectors, and in the right locations, for the house.

Smoke detectors should be tested monthly and, if battery operated, batteries replaced twice a year (or as per manufacturer recommendations). Explain this to your children and ask them to create a colorful calendar or a timetable to keep track of when the detectors are tested, and show when the batteries need to be checked. Ask them to be a safety ambassador for the house and remind you to carry out these checks when it's time to do so.

Your final game could be a race to the family meeting place. Emphasize that the first thing to do if there is a fire is to get out of the house and never go back inside for any reason. Practicing safety with your kids can be fun, and can help prepare them to face a real emergency. ■

what to do when calling 911

Calling 911 to report an emergency is something no one ever hopes to have to do. If you do have to dial 911, you should know the best way to share the information with the emergency call center.

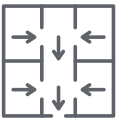
- > Make sure you are in a safe a location before making the call.
- > Say "This is an emergency."
- > Give your location. Provide sufficient information and a complete address so that emergency responders can find you.
- > Report your emergency. Give clear details about the emergency so that the correct emergency services can be dispatched.
- > Report injuries. Explain how many people are injured to allow emergency responders to plan the level of response necessary.
- > Say your name and phone number. This will allow first responders to find you or call you if they need more information.
- > Stay on the phone until the operator tells you to hang up.



EXIT

ارسم خطاً ووصل
الصور المرتبطة ببعضها.

Draw a line to match
the related items.



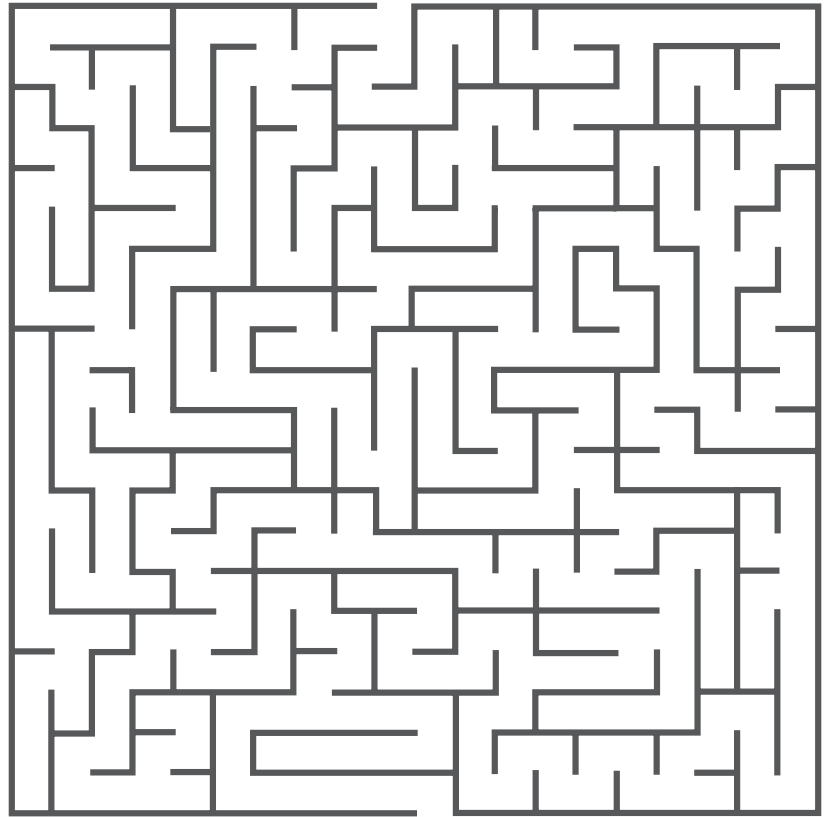
يعتبر الخروج من المنزل أثناء وجود
حريق أمراً صعباً، كالمتاهة.

Getting out of a home during a
fire can be difficult, like a maze.

Find a safe path from
the fire to the family
meeting place.



اعثر على طريق آمن بعيد
عن النار يوصلك إلى مكان
تجمع الأسرة المخطط له.



Now practice how
you'd get out of
your house safely
in an emergency.



تدرب الآن على طريقة
للخروج من منزلك بأمان
في حالات الطوارئ.

هل تريد أن تظهر في مجلة أضواء على السلامة؟

نحتاج إلى أطفال من كل الأعمار ليظهروا في المجلة.

ارسل معلومات التواصل وموقعك واسم الطفل وعمره

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