

Interoffice Memorandum

TO (Name and Location)	DATE
Technical Department Employees	March 25, 1980
FROM (Name and Location)	REFERENCE NO.
C. E. Loeffler	CEL-632-80

cc: C. E. Steel
Managers
L. D. Godfrey

SAFETY

PLAINTIFF'S EXHIBIT

CEL-1021

Safety is the number one objective for the Pampa Plant in 1980. The Technical Department is likewise committed to do its part in improving overall safety performance at Pampa in 1980 and beyond. Our responsibility lies in two areas. First, we ourselves must work in a safe manner by eliminating unsafe acts and unsafe conditions. Secondly, we must use our technical expertise in designing the production units at Pampa so that safety hazards are properly recognized and engineered for minimum risk.

Each and everyone of us face hazards in our job assignments. Some, such as our laboratory technicians and our process analyzer mechanics, face somewhat more exposure due to the nature of their jobs. Our chemists and engineers, even though they frequently work in their offices, must be trained in laboratory techniques and in proper procedures to follow out in the plant. Our computer room and secretarial personnel must also show safety awareness for the hazards present in their work place.

Our supervisors have a heavy responsibility to prevent unsafe acts and to eliminate injuries in their area of responsibility. The highest performance that can be expected in our Department is at the minimum standard that we establish and maintain. We intend to strive for the highest possible standard by making safety equal in importance to production, cost, quality and morale.

One important goal from the Safety Study by Brent Stephens is to improve safety training and awareness regarding hazards, safety procedures, and protective equipment. Each of us should seek to improve our safety knowledge by participating in the monthly safety meetings in Pamcel Hall, in department and group meetings, and by self study. Only with proper training and by constant attention to what we have learned can we do our jobs in the safest manner.

Several from our Department have already been assigned to various safety review committees and task forces. Emphasis will be on safe design of our process units. The first review will be on the Air Emissions Control Project. Techniques for process safety reviews will be evaluated so that procedures can be developed for review of both existing and proposed units. This is the area where we must use our technical expertise to prevent hazards from occurring.

Each of you have my support and commitment for safety. Let's conduct our business in the safest possible manner.

C E Loeffler

C. E. Loeffler
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