

Monsanto

FROM (NAME & LOCATION) Sue Lessa - 2Z

DATE : November 7, 1980

SUBJECT : Emergency Procedure Review

REFERENCE :

TO : Jack Carlisle

cc. SHAC
 Bob Hammann
 Alex Sorensen
 Peggy Wansbrough
 Kathryn Woodard

The Office Safety Committee would like to thank you for reviewing emergency procedures with the salaried employees. We feel that many questions were answered and some excellent questions were asked from the floor. These were:

1. Does Monsanto have a place for employees to report in case of evacuation from plant? (Nessler was suggested)
2. Are there any plans for a simulated drill?
3. Is there an ammonia alarm?
4. How do you determine headcount?
5. How do you keep track of contractor headcount?
6. What sort of plan do you have for off-hours employees?

Members of our committee have received some suggestions from employees. They are:

1. Could all wardens have 2-way radios? (office wardens have no way of communicating to EPP group if a real emergency)
2. Off-hour people do not know what is going on during emergency. If 2-way radio isn't possible, could they have a "fire system monitor"?
3. How about some type of special hat or badge that could be worn by warden/alternate. This could be passed on if warden/alternate changed and person would be identifiable immediately even if you weren't personally acquainted.

One valuable lesson learned from this program was that a large majority of salaried people do not realize they are "office personnel". Many of the engineers, field personnel, and superintendents felt the meeting wasn't for them but "office people"---secretaries, clerks, technicians, etc. One suggestion within our committee was to change our name from Office Safety Committee to Salaried Safety Committee.

There were 700+ salaried employees that could have attended the two days of procedure review offered. We estimate that 203 employees attended one of the eight sessions. When your time permits to have a make-up session, maybe we can make the bulletin read more clearly. Please let me know when you are ready to set up another review.

Again, thank you for your time and talent.

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Sue Lessa
 Office Safety Committee

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