OPERATIONS SAFETY COMMITTEE MEETING - DECEMBER 14, 1977

Present: F. J. Mabry, Norris Neeley, H. Floyd, Tim Antonacci, Joe Dudas, Leroy Wagner, R. A. Alexander, Joe Resendez, F. Kasper, Ted Matocha, Dan Piwetz, Jack McClain and R. M. Rose, Bobby Sowders.

1. Dust Problem - H. Floyd stated that we have received the equipment to put in a test installation on the use of dust suppressants. It will be installed some time in late December. However, it will be the first part of January before we will run the tests. The EWO on the 25 tripper has been issued. As yet no work has been done--but it is feasible and will be done. Should have a design and a schedule for installation by the next meeting.

   R. M. Rose stated that our company is not the only one with a dust problem. The Reynolds plant has the same problem and probably worse--they are on 100% Jamacian bauxite.

2. Doziers - Bobby Sowders brought up the subject that the doziers we are buying have a flat top on them.

   Jack McClain commented on the subject by saying we want to get Mesa's approval to get the cool hats and we feel that the noise problem has to be reevaluated. Alex Baca seems to think we could use mufflers. He further stated that the roll over bars have become a regular requirement by Mesa. We do not see any point in the roll overs on the small doziers. He suggested that we talk with the Mesa representative in good faith and find out what is best for the company and the employees.

   Bobby Sowders thought it would be a good thing to all get together to see if we can come up with something we could live with and feels that he must first talk to the dozier operators.

   Bob Rose stated that in order to get full visibility and so the operators would not get covered up with the dirt, it would likely be necessary to cut the top out of the doziers.

3. Correction to the Minutes - H. Floyd indicated that under the caption "Dust Problem" - the minutes state that it will be 3 to 4 months before we have an engineering solution. Correction: It will be a lot longer than 3 or 4 months--nothing we can do over night.

4. R-84 HF Fumes - F. J. Mabry stated that he had requested Rudy Podhora to look for a filter. We now have a charcoal filter for the air conditioner on requisition and will put it in to see how it works. If it removes HF fumes, we will set it up in stores. Since we got the seals on the kilns fixed, we have not had as much of a problem. Maybe by next month we will know what the filter will do.

PLAINTIFF'S EXHIBIT AL-1637

Dan Piwetz asked if any kind of testing equipment had been set up to see how much HF these kilns are putting out.

Leroy Wagner stated that we could test and that as long as the operations went along normally, it was below what would show up on a dector tube. But when they go on back pressure, the fumes jump up.

Bobby Sowders stated that since there had been a schedule to replace the seals, we would see how the schedule goes.

Dan Piwetz stated that the Control men got a lot of HF gas in the control room and he is wondering how many parts per million were in the control room at that time.

Bobby Sowders stated that we cannot go back and really tell. The next time the fumes get bad, they are to call Rudy Podhora. Call right then--the supervisors are to call even on night shift. It should be clearly understood that the men are to get in touch with their supervisor and the supervisor is to call Rudy Podhora.

Frank Mabry stated that a new seal has been on No. 4 kiln for four or five weeks. It has been functioning very well and we hope that it will last six months. No. 3 is going to have the new type bands on the seal. There has been a problem and instead of banding with a tension band, we have drilled and tapped bolt holes all the way around. We are also working on the discharge end of the units. We think we are making reasonable progress. These two units are closest to the control room and have caused most of the problems in the past.

Bobby Sowders repeated that if any of the men do not know what to do, tell them if any HF fumes get into the control room--advise supervisors and they will call Rudy or Leroy Wagner.

Leroy Wagner suggested and it was agreed that he set up the equipment so all the supervisors will have to do is turn the equipment on to make the test.

5. Chain Falls - Delete from the agenda.

6. Confined Sapce - R. M. Rose stated that the way to handle this problem is through the JSA's. He further stated that Ted Matocha, Harvey Skow and he should go down and take a look at the area under discussion and see if this should be in the JSA's. If it is a confined space, need an outside man; if not a confined space, do not need an outside man.

7. Glasses - Side Cupped Shields - R. A. Alexander stated that we have reviewed the situation in Smelting and part of our objectives for next year will be to reduce eye injury to our people by going to the side cupped shields.

Jack McClain stated that we are in the throws of the whole plant going to them.

W. W. Browne has requested that we put 25 lense cleaning stations on order. This would include the defogging and lense cleaning papers.

R. M. Rose stated that we expect to put together a program to eliminate the problem of lack of proper fit and the wrong prescription. We have a lot of preparation to make. We will be getting back with this committee.

NEW BUSINESS

1. Danger Tags - Dan Piwetz stated that one day last week there was a millwright sent to the basement of R-7 to open a manhole. When he returned top side, he pulled his white tag and left the yellow tag. He then left the area for another job. He later came back and went back down to close the manhole. At this point he was going to pull the yellow tag only to find it was already gone.

There was a group discussion held. It was stated that while it is true that the yellow tag is important for equipment and there should be some action taken when the yellow tags are illegally removed, it does not carry the weight that the removal of a white tag would carry which would present the potential injury to a person as compared to the removal of a yellow tag which presents the potential damage to equipment.

2. Crane Bridge - Auxiliary Lights - Joe Resendez stated that the Auxiliary lights are located directly overhead and when you are putting a pin on the spike, you are looking directly into the light. This presents a blinding situation and a safety hazard. Requested that the lights be relocated.

R. A. Alexander stated that this has been brought to our attention and he has asked Kenneth Dolezal to get with Kennemer to move the lights. We may have a clearance problem, but will look into it.

R. M. Rose requested Dick Alexander to get something on the subject before the next meeting.

MARGE GARRETT

OPERATIONS SAFETY COMMITTEE MEETING MINUTES - NOVEMBER 8, 1977

Present: M. F. Jones, M. D., Dick Barlund, Clyde Douglas, Ted Matoka, Frank Kaspar, Bobby Sowders, Dick Alexander, Dan Pewitz and Norm Lubbers

1. The meeting was called to order. There was no new business for the committee. R. M. Rose and Bobby Sowders have taken care of the items which were pending.

2. Dust Problems - Dick Barlund stated that that there are several approaches being considered. Dust suppressants are being tested. Samples are in the lab --should know results as soon as the data is completed.

   We are looking into the problem of dust on top of 25. Basically we will be making modifications to the trippers and it will reduce the dust to a great degree.

   We have a new design on the cool hat--some modifications on the present hat. It will be more flexible than the present design. This should be helpful for the dusting in some of the buildings.

   Tunnel Dust -- We continue to collect data. Also, continue to look at our hoppers to see if some modifications can be made.

   R. M. Rose stated that the engineering group is still in the process of trying to find a solution to the dusting problems. It will be three or four months before they will have engineering solutions outside of the suppressants.

   Dan Pewitz inquired as to the nature of the dust suppressant being tested.

   Dick Barlund stated that it is a foam that can be applied and has a life of one to two hours. It can be sprayed on the bauxite and does not affect the process.

3. Sufficient cooling of vessels - Delete from the Agenda.

4. R-84 HF Fumes - Frank Mabry is continuing the search for a filter for the air conditioner to relieve situation.

   Norm Lubbers stated that a sensor has been installed to measure the bad releases.

5. Potable Fittings on Potable Lines - Delete from Agenda.

6. Chain Falls - H Floyd commented that inspection procedures have been checked. Recommended procedure is checking full load. There has been a problem of slipping at intermittent loads. The proper procedure would be checking each individual case where there is a problem.

   R. M. Rose requested that Dan Pewitz find one that is not operating properly and turn it in to the shop.

7. Doubling to 16-hour shifts to complete 40-hour week - R. A. Alexander stated that he would be able to shuffle people to dodge the double. Delete this item from the agenda.

8. Confined Space - R. M. Rose and Ted Matoka will get with Jack McClain before the next meeting - Delete from the agenda.

9. Safety Glasses with Cupped Side Shields - R. M. Rose called the Dupont plant in Deepwater, N. J. where they have some 6,000 employees. They do require cupped side shields for all employees and it is a matter of employment.

They indicated that we do need to have a station where certain items can be kept such as defogging solution, eye savers, etc. DuPont has four full time medical doctors; 2 are resident surgeons at the plant, 3 medics and R. N.'s. Before 1950, they were having 50 to 60 eye injuries per year. Since 1950 they have had only one eye injury.

The meeting adjourned at 3:30 p.m.

R. M. ROSE

RMR/mg

1982 July 14

R

DISTRIBUTION:

Mr. A. L. Arkadie - R-35M
Mr. F. Atzenhofer, Jr. - R-148
Ms. N. S. Beeler - Bldg. 1
Mr. H. P. Bledsoe - Bldg. 49
Mr. H. W. Cooper - Bldg. 1
Mr. M. L. Cooper - Bldg. 1
Mr. C. C. Douglas - R-10
Mr. H. G. Elrod - R-45X
Mr. R. D. Fitzgibbon - Bldg. 1
Mr. K. R. Flessner - Bldg. 13A
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - Bldg. 1
Mr. L. F. Hiller - R-148
Mr. R. E. Howell - Bldg. 1
Mr. R. Hudson - R-35
Mr. P. E. Kelm - Bldg. 13B
Mr. T. E. Lowe - R-332
Mr. N. V. Lubbers - R-142
Mr. J. K. McClain - R-139
Mr. F. J. Mabry - Bldg. 1
Mr. C. Martin - R-10
Mr. J. C. Mayfield - Bldg. 1
Mr. P. J. Michalik - R-45
Mr. J. L. Minter - Bldg. 103
Mr. R. A. Murray - Construction
Mr. A. Ness - R-30L
Mr. E. T. O'Connor - Bldg. 1
Mr. J. L. Palmer - R-139
Mr. E. Perez - R-30L
Mr. C. A. Phillips - Construction
Mr. J. Damiano - Bldg. 1
Mr. R. R. Ripley - R-139
Mr. W. R. Rogers - R-139
Mr. R. M. Rose - R-142
Dr. L. F. Schaller - Bldg. 1
Ms. I. C. Scheffler - Bldg. 1
Mr. R. G. Sheppard - Bldg. 1
Mr. M. T. Simons - R-139
Mr. H. M. Stellman - R-139
Mr. M. L. Vidrine - R-139
Mr. L. F. Wagner - Bldg. 1

83-3675 01000 002 #3
Category Code

APC 003997

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 July 14

Present: Messrs. J. Quaglia, R. C. Flournoy, A. Arkadie, K. R. Flessner, F. Atzenhofer, P. Kelm, R. Hudson, J. Damiano, T. Lowe, R. R. Ripley for R. D. Fitzgibbon, L. F. Schaller, J. Ramos for J. K. McClain, and Ms. I. C. Scheffler

Absent: Messrs. P. Michalik, C. A. Phillips, C. Martin

T. E. Lowe welcomed two (2) newly assigned members to the Safety Committee, P. E. Kelm and R. Hudson.

J. Quaglia updated the group on the plant's overall serious injury index and the last incident which went into the category of Operations Variance (K. Booth, foreign body in eye). The serious injury objective is 1.92 and the year-to-date frequency is 1.83. The plant's last LWDC was on 1982-03-19. Our operations has now worked 117 days without a lost work day injury.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (R. D. Fitzgibbon)

   R. R. Ripley advised the group that all fans were installed, but some overloads had been lost. Steps have been taken to obtain and install as required. (30 wall fans are now running.) All valves for showers have been changed. Still working on surges of hot and cold water. George Schmidt has recirculation pump on order (to be complete by late August). Industrial Hygiene will be asked to survey showerhouse for noise once all fans are installed and running. J. Quaglia requested that we also update Committee on action taken to correct heating problems for winter months.

2. Opening Rail Car Hoppers, R-53 (back strain and pinch points) (R. D. Fitzgibbon)

   The shop order was written; shipping date was 1982-06-28. As of 1982-07-12, material is not received. Once received concrete pad will be installed and equipment evaluated.

3. Breathing Air Supply (contamination problems) (J. Damiano)

   Tickle August. Cascade system of three filters has been put together.

4. Vehicle Safety (excessive speed and moving violations) (I. C. Scheffler)

   Quarterly update was reviewed. Survey time was approximately 13 hours. 12 moving violations (speeding and failure to yield) and 13 parking violations were noted. Delete from agenda.

5. Noise Problems at R-136A (fans need noise control engineering) (R. D. Fitzgibbon)

The framework and noise abatement materials have been installed. Unfortunately, the materials used were not suited or designed for the abatement desired. Although the high frequency levels have been reduced, very little abatement was obtained. New materials will be installed. Tickle October.

6. Machine Shop (lighting problems) (R. D. Fitzgibbon)

Work in progress; should be completed by mid-August.

7. Top of R-25 (dust problems) (J. K. McClain)

R. R. Ripley reported on plans for revisions. Two shop orders will be issued. Separate panel boards will be installed. Tickle September.

8. Manlifts (warning devices to indicate movement) (J. Quaglia)

Letter of federal requirements was published to proprietors of equipment. Included with the letter was a request to survey equipment to determine requirements and also establish composite of additional features on equipment as protection for inherent hazards.

9. Scaffold Boards (quality of inspections) (J. Quaglia)

Discussion with toolroom personnel (R-136) indicated that there are 37 outstanding sets of scaffolds or boards from toolroom since 1981. J. Quaglia requests Mechanical Maintenance to reevaluate present inspection procedures and requirements. Is it practical to inspect all scaffolding monthly? If so, should it be done in toolroom or in the field?

10. R-45 North Elevator Repair (near-miss accident) (alarm) (R. D. Fitzgibbon)

Alarm has been installed in control room for north elevator. Delete from agenda.

NEW BUSINESS:

1. R-35 Tank Farm (ventilation) (R. D. Fitzgibbon)

R. Hudson was informed that job for providing power to ventilation fans in R-35 Tank Farm has been discontinued because of insufficient funding. R. R. Ripley reported that this is a misunderstanding. Job was underestimated; however project will continue plus three additional fans have been requisitioned. Tickle September.

DISCUSSION:

1. P. Kelm inquired why stop sign at Bldg. 138 has not been changed. He also mentioned that stop sign at R-35 Tank Farm (east side of 42 coming

from Stores) should be relocated because of obstructed view.

Action Requested - Determine why stop sign at Bldg. 138 and railroad crossing has not been changed to yield sign. Also evaluate possibility of relocating stop sign at R-35 Tank Farm.

2. P. Kelm reported that contractors have removed flammastic insulation in some motor control centers and left insulation in cable trays.

   Action Requested - Industrial Hygiene and Electrical Maintenance assess problem and determine required actions.

3. P. Kelm suggests we drill and bolt ends of scaffold boards to prevent them from splitting.

   Action Requested - Mechanical Maintenance will review suggestion and consider cost benefit.

4. P. Kelm related that revised JSA's in Civil Maintenance have not been reviewed with appropriate personnel. P. Kelm cites example of erection of scaffold. At one time supervisor was to inspect scaffold after erected. New JSA deleted this information, but personnel were not informed.

   Action Requested - P. Kelm to inquire what procedures are to be followed in Civil Maintenance for reviewing revised JSA's. If procedures are inappropriate, should discuss at next session.

5. J. Quaglia reviewed tentative plans for seat belt campaign with group. Requests personnel to support program. Committee members will be asked to help coordinate and participate in the program during September.

6. K. Flessner suggests that we make a diligent effort to expand CPR training throughout the Operations. Dr. Schaller related that present training and retraining will continue at Point Comfort. Program will also be expanded this year. Our past efforts have resulted in at least three (3) lives being saved through the training program. Also, wallet cards describing the technique will be issued at the retraining sessions.

7. T. Lowe related incident of contractor raising compressed gas bottles with nylon sling instead of proper basket. Item brought to the attention of C. Phillips who reported that he saw same incident and would discuss violation with contractor. Contractor was informed verbally and in writing of incident. T. Lowe requests that known unsafe actions be corrected immediately. J. Quaglia will discuss with C. Phillips.

8. F. Atzenhofer reported that contractors insulating tank at R-35 were not following safe work practices. Contacted J. Quaglia for correction. Contractor was to install caution tape around perimeter of job to warn

personnel of overhead work. Tape was installed, but F. Atzenhofer reported it was improperly placed. No further action was taken and job is now completed.

J. QUAGLIA/cmp

1982 June 09 R

DISTRIBUTION:

Mr. A. L. Arkadie - R-35M
Mr. F. Atzenhofer, Jr. - R-148
Ms. N. S. Beeler - Bldg. 1
Mr. H. P. Bledsoe - Bldg. 49
Mr. H. W. Cooper - Bldg. 1
Mr. M. L. Cooper - Bldg. 1
Mr. C. C. Douglas - R-10
Mr. H. G. Elrod - R-45X
Mr. R. D. Fitzgibbon - Bldg. 1
Mr. K. R. Flessner - Bldg. 13A
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - Bldg. 1
Mr. L. F. Hiller - R-148
Mr. R. E. Howell - Bldg. 1
Mr. R. Hudson - R-35
Mr. P. E. Kelm - Bldg. 13B
Mr. T. E. Lowe - R-332
Mr. N. V. Lubbers - R-142
Mr. J. K. McClain - R-139
Mr. F. J. Mabry - Bldg. 1
Mr. C. Martin - R-10
Mr. J. C. Mayfield - Bldg. 1
Mr. P. J. Michalik - R-45
Mr. J. L. Minter - Bldg. 103
Mr. R. A. Murray - Construction
Mr. A. Ness - R-30L
Mr. E. T. O'Connor - Bldg. 1
Mr. J. L. Palmer - R-139
Mr. E. Perez - R-30L
Mr. C. A. Phillips - Construction
Mr. J. Damiano - Bldg. 1
Mr. R. R. Ripley - R-139
Mr. W. R. Rogers - R-139
Mr. R. M. Rose - R-142
Dr. L. F. Schaller - Bldg. 1
Ms. I. C. Scheffler - Bldg. 1
Mr. R. G. Sheppard - Bldg. 1
Mr. M. T. Simons - R-139
Mr. H. M. Stellman - R-139
Mr. M. L. Vidrine - R-139
Mr. L. F. Wagner - Bldg. 1

APC 004002

83-3875-09000-002 HS
Category Code

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 June 09

Present: Messrs. J. K. McClain, R. C. Flournoy, R. D. Fitzgibbon, A. Arkadie, C. A. Phillips, K. R. Flessner, F. Atzenhofer, C. Martin, and Ms. I. C. Scheffler

Absent: Messrs. J. Quaglia, P. Michalik, L. F. Schaller, T. E. Lowe, L. F. Hiller, J. Damiano, H. M. Stellman, P. E. Kelm, R. Hudson

Mr. McClain discussed the serious injury of Henry Koslan, Calcination Lime Kiln Operator, at the scale pit by Chlor-Alkali. The lime kiln was down and he was cleaning the pit which had no grab iron at the top. It had been raining and his foot slipped on a rung causing him to fall against the pit opening. He fractured two ribs on his right side. By today's standards, this ladder is illegal. The solution was to put extensions up so workers would have something to hold on to.

Mr. McClain also discussed the serious injury of Morgan Williams, Digestion Heater Cleaner, who was working at #5 Heater with another employee. Using an impact wrench and socket, they were removing studs and nuts from the heater head when the rubber O-ring on the socket broke and the metal pin struck Mr. Williams' hand. He suffered a puncture wound to the web area of his left hand. Mr. Phillips suggested buying spring-loaded sockets to solve the problem.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (R. D. Fitzgibbon)

   Mr. Fitzgibbon reported that 27 of the 35 fans have been installed. The remaining eight should be installed in the near future. We are in the process of redesigning system to stabilize hot water because there are still surges. This should be complete by first part of July and will include putting in surge tanks and meter controls. S. Matus is assigned to this project. When all 35 fans are installed Industrial Hygiene will do a noise survey.

2. Opening Rail Car Hoppers, R-53 (back strain and pinch-points) (R. D. Fitzgibbon)

   The shop order has been issued and a requisition has been written for an opener such as Badin is using. Delivery is promised in three weeks.

3. Breathing Air Supply (contamination problems) (J. Damiano)

   Cascade system of three filters has been put together. Tickle August, 1982.

4. Vehicle Safety (excessive speed and moving violations) (I. C. Scheffler)

   Tickle July, 1982.

5. Noise Problems at R-136A (fans need noise control engineering) J. Damiano)

   Framework is not in yet; will be installed sometime in June.

6. Machine Shop (lighting problems) (R. D. Fitzgibbon)

   Louvered windows for ventilation and natural lighting should be installed during June. Some shadow problems may develop. The framework has begun.

7. Top of R-25 (dust problems) (J. K. McClain)

   Mr. McClain suggested that this issue not be expedited on a continuous basis; Electrical Engineers are already busy on process work. However, panel will be revamped or we will come up with an enclosure of some sort. Tickle September, 1982.

8. Manlifts (warning devices to indicate movement) (J. Quaglia)

   Mr. Quaglia and Mr. DeBault have had discussions about manlifts which are equipped with various safety devices. Letter will be published stating regulations (minimum requirements) and requesting a listing of features we have on our equipment.

9. Scaffold Boards (quality of inspections) (J. Quaglia)

   Conclusions have been reached that the problem is not necessarily in the use of scaffold boards, but in preinspection of them. K. Flessner stated that there is a shortage of scaffold boards at this time. Mr. Phillips mentioned that OSHA does not say scaffold boards have to be cleated. I. Scheffler stated that we need to educate employees of what is required and what is not required.

10. R-45 North Elevator Repair (near-miss accident) (R. D. Fitzgibbon)

    Mr. Fitzgibbon stated that studies have been done; some wires will be tied in so an additional horn will be placed on the outside.

NEW BUSINESS:

None

DISCUSSION:

1. MSHA Citation (J. Quaglia)

   Petition for modification went to MSHA for a ruling. Administrative law judge will determine what the ruling will be.

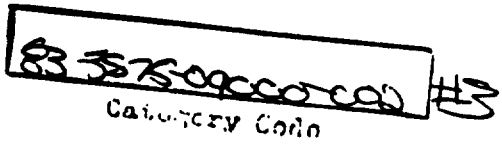
J. QUAGLIA/cmp

1982 May 12 R

DISTRIBUTION

Mr. A. L. Arkadie - R-35M
Mr. F. Atzenhofer, Jr. - R-148
Ms. N. S. Beeler - Bldg. 1
Mr. H. P. Bledsoe - Bldg. 49
~~Mr. R. S. Cain~~ - R-141
Mr. H. W. Cooper - Bldg. 1
Mr. M. L. Cooper - Bldg. 1
~~Mr. S. M. Davis - 54E~~
Mr. C. C. Douglas - R-10
Mr. H. Elrod - R-45X
Mr. R. D. Fitzgibbon - Bldg. 1
Mr. K. R. Flessner - Bldg. 13A
Mr. R. C. Flournoy - R-142
Mr. D. R. Grundhoefer - Bldg. 1
Mr. L. F. Hiller - R-148
Mr. R. E. Howell - Bldg. 1
~~Mr. R. O. Leist - R-300~~
Mr. T. E. Lowe - R-332
Mr. N. V. Lubbers - R-142
Mr. J. K. McClain - R-139
Mr. F. J. Mabry - Bldg. 1
Mr. C. Martin - R-10
Mr. J. C. Mayfield - Bldg. 1
Mr. P. J. Michalik - R-45
Mr. J. L. Minter - Bldg. 103
Mr. R. A. Murray - Construction
Mr. A. Ness - R-30L
Mr. E. T. O'Connor - Bldg. 1
Mr. J. L. Palmer - R-139
Mr. E. Perez - R-30L
Mr. C. A. Phillips - Construction
Mr. J. Damiano - Bldg. 1
Mr. R. R. Ripley - R-139
Mr. W. R. Rogers - R-139
Mr. R. M. Rose - R-142
Dr. L. F. Schaller - Bldg. 1
Ms. I. C. Scheffler - Bldg. 1
Mr. R. G. Sheppard - Bldg. 1
Mr. M. T. Simons - R-139
~~Mr. R. Hudson - R-35~~
Mr. H. M. Stellman - R-139
Mr. M. L. Vidrine - R-139
Mr. L. F. Wagner - Bldg. 1
~~Mr. R.~~ Kelm - Bldg. 13B

APC 004005



OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 May 12

Present: Messrs. J. Quaglia, F. Atzenhofer, S. Davis, P. Michalik, L. Schaller, T. E. Lowe, R. D. Fitzgibbon, J. K. McClain, N. V. Lubbers for R. C. Flournoy, L. F. Hiller, K. R. Flessner, R. O. Leist, J. Damiano. R. E. Podhora, C. A. Phillips, and Ms. I. C. Scheffler

Absent: Messrs. C. Martin, H. M. Stellman, A. Arkadie

The meeting began with an introduction of all members to Mr. Joe Damiano who is replacing R. E. Podhora (retiring) on this committee.

R. D. Fitzgibbon discussed the serious injury of Bill Kartchner, Maintenance Mechanic, who was removing 10' long scaffold boards from #7 Press. As he pulled on one end of a board, the other end came off the supporting rail. Consequently, his hand (which was holding the board) struck against a piece of channel.

Mr. Fitzgibbon also discussed Serious Injury #10, Edward Jemelka, Metal Worker in the Machine Shop. Employee was chipping and grinding a housing and was wearing goggles and safety glasses; however, he incurred a foreign body in his right eye. A fan was blowing directly on the work area. This may have caused the incident. All employees were again reminded to go to Medical as soon as possible if they suspect any foreign bodies have entered their eye(s).

J. K. McClain discussed Serious Injury #11, David Camacho, Laborer in the Clarification Department, who was in the process of connecting air line hoses from the main header. He draped the hose over the rail and when he began pulling on it, the coupling apparently caught on the grating. Jerking it, the hose came loose and the coupling struck him on the tooth fracturing it. Drops are now more accessible and recommendations were made on how to carry hoses and what to do when they catch on something.

J. Quaglia mentioned that Mr. R. L. Miller has been transferred to Wenatchee and that Mr. Chase Phillips is taking his place on the committee.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (H. M. Stellman)

   Mr. Fitzgibbon mentioned that 27 fans are running. A memo will be written stating that Area I Supervisor, J. C. Rush, will be responsible for showerhouse maintenance. He stated that problems are not totally solved, but they are working on it. Mr. Phillips suggested checking pipe size.

2. R-30 Cool Vest for Heater Overhauls (heat exposure) (J. K. McClain)

A representative from Vallen was in and they will make recommendations. The original recommendations we received were incorrect. With proper Venturi, problems will be solved. Delete from agenda.

3. Opening Rail Car Hoppers, R-53 (back strain and pinch-points) (H. M. Stellman)

Shop order has been issued and more details will be relayed at next meeting.

4. Breathing Air Supply (contamination problems) (J. Damiano)

Dr. Schaller has found some material along the lines of air treatment and is sending for literature. It involves three (3) filters for removing water from air. Mr. Phillips mentioned that you can purchase a dry rotary screw type compressor. Tickle August, 1982.

5. Vehicle Safety (excessive speed and moving violations) (I. C. Scheffler)

The only item of discussion was about the radar gun. It is Alcoa's and it is checked before it is ever used. Tickle July, 1982.

6. Noise Problems at R-136A (fans need noise control engineering) (J. Damiano)

Some framework is being built in the Shop. To be installed by end of May.

7. Machine Shop (lighting problems) (L. F. Hiller)

It has been approved to put in six (6) additional windows--four (4) on the west side and two (2) on the east side. Mr. Fitzgibbon suggested installing clear panels for natural light. Estimated completion date is June.

8. Top of R-25 (dust problems) (J. K. McClain)

Mr. McClain had no further feedback on this item.

9. Acceleration Lane on Highway 35 (J. Quaglia)

Mr. Quaglia will discuss with the Engineer in Yoakum. Has been told that they are getting ready to pave that part of the highway soon. T. Lowe will keep up with this with J. Quaglia. Delete.

10. North Side of R-144 Oilhouse (revision of sign) (J. Quaglia)

Sign has been ordered and when it arrives, it will be installed. Delete from agenda.

11. Manlifts (warning devices to indicate movement) (J. Quaglia)

J. Quaglia will discuss further with J. T. DeBault about consistent policy before regulations will be published.

12. Scaffold Boards (quality of inspections) (J. Quaglia)

Audits will be done in the plant to develop consistent policy among various departments.

13. R-45 North Elevator Repair (near-miss accident) (R. D. Fitzgibbon)

Discussion centered around whether or not we should do additional training or require JSA or ESA. Also mentioned was need for a horn or identification of alarm if it now exists in case anyone gets stuck in elevator.

DISCUSSION:

1. Smoking during Required Meetings (L. F. Schaller)

Dr. Schaller mentioned that the Company, as a whole, is in the process of a "Stop Smoking" program. He said that another letter would be issued urging smokers not to smoke for the comfort of others, especially during required meetings or sessions.

2. Boating Safety Week - 1982 June 06 through 1982 June 12 (J. Quaglia)

Alcoa will sponsor safety ads on local radio station. Corpus Christi Auxiliary puts on a good presentation.

3. MSHA Citation (J. Quaglia)

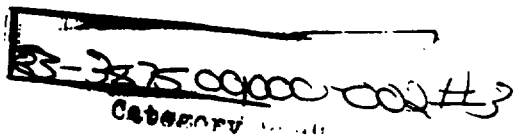
Regarding the citation we received for fire extinguishers on mobile equipment, J. Quaglia stated to the Committee that we have petitioned for modification. This will go to MSHA for a ruling.

J. QUAGLIA/cmp

1982 April 14 R

DISTRIBUTION

Mr. A. L. Arkadie - R-35M
Mr. F. Atzenhofer, Jr. - R-148
Ms. N. S. Beeler - Bldg. 1
Mr. H. P. Bledsoe - Bldg. 49
Mr. R. S. Cain - R-141
Mr. H. W. Cooper - Bldg. 1
Mr. M. L. Cooper - Bldg. 1
Mr. S. M. Davis - 54E
Mr. C. C. Douglas - R-10
Mr. H. Elrod - R-45X
Mr. R. D. Fitzgibbon - Bldg. 1
Mr. K. R. Flessner - Bldg. 13A
Mr. R. C. Flournoy - R-142
Mr. D. R. Grundhoefer - Bldg. 1
Mr. L. F. Hiller - R-148
Mr. R. E. Howell - Bldg. 1
Mr. R. O. Leist - R-300
Mr. T. E. Lowe - R-332
Mr. N. V. Lubbers - R-142
Mr. J. K. McClain - R-139
Mr. F. J. Mabry - Bldg. 1
Mr. C. Martin - R-10
Mr. J. C. Mayfield - Bldg. 1
Mr. P. J. Michalik - R-45
Mr. J. L. Minter - Bldg. 103
Mr. R. A. Murray - Construction
Mr. A. Ness - R-30L
Mr. E. T. O'Connor - Bldg. 1
Mr. J. L. Palmer - R-139
Mr. E. Perez - R-30L
Mr. C. A. Phillips - Construction
Mr. R. E. Podhora - Bldg. 1
Mr. R. R. Ripley - R-139
Mr. W. R. Rogers - R-139
Mr. R. M. Rose - R-142
Dr. L. F. Schaller - Bldg. 1
Ms. I. C. Scheffler - Bldg. 1
Mr. R. G. Sheppard - Bldg. 1
Mr. M. T. Simons - R-139
Mr. C. E. Steele - R-139
Mr. H. M. Stellman - R-139
Mr. M. L. Vidrine - R-139
Mr. L. F. Wagner - Bldg. 1



OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 April 14

Present: Messrs. J. Quaglia, L. F. Hiller, R. D. Fitzgibbon, R. E. Podhora, C. Martin, P. J. Michalik, R. O. Leist, K. R. Flessner, H. M. Stellman, S. M. Davis, F. Atzenhofer, R. C. Flournoy, T. E. Lowe, L. F. Schaller, J. K. McClain, A. Arkadie

Absent: Mr. R. E. Miller, Ms. I. C. Scheffler

The meeting began with an introduction of all members to Mr. R. C. Flournoy who is replacing R. L. Kerr on the Committee.

R. D. Fitzgibbon discussed the serious injury which occurred to Gary Barnett. Gary and a co-worker were working on #5 heat interchange. The unit had recently been caustic cleaned and the workers were readying the unit to be placed back in service. As the workers were removing a blind in the lower vessel, trapped caustic and steam escaped and Mr. Barnett received burns to his back. At present a review is being conducted to develop a more appropriate means of draining these vessels.

J. McClain discussed serious injury of Jesse DeLaCruz. Employee was working alone scaling a spent liquor tank, manually caustic cleaning it. The area where he was working had scale deposits. Apparently, while Jesse was jackhammering the scale from the side of the vessel, a piece of scale overhead dislodged and struck Jesse on the hard hat. The blow stunned Jesse enough that we believe his hand was caught between the hammer chuck and the bit.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (H. M. Stellman)

   H. Stellman stated the replacement valves (regular two-switch type) have arrived and have been checked out to the maintenance organization. All of them are to be changed out. L. Hiller mentioned work is incomplete on ventilation, but they expect to be finished by the end of April.

2. R-30 Cool Vest for Heater Overhauls (heat exposure) (J. K. McClain)

   J. McClain stated there is no update on this item. However, it was decided to delete from agenda and if unhappy with results, it will be brought up again. (Information will be evaluated at a later date.)

3. Rescue from Hold of Ship (define procedure) (L. F. Schaller)

Procedures are complete; JSA is a very good one and everyone is happy with it. Delete from agenda.

4. Opening Rail Car Hoppers, R-53 (back strain and pinch-points) (H. M. Stellman)

H. Stellman stated they are looking at an opener being used by ~~Paradise Point~~ to see if it can be used here. It is similar to a furniture dolley with a torque wrench mounted on it. Pricing and specification information is being obtained. He will also check on difficulty in inserting six (6) ft heavy pipe for opening hoppers.

5. Breathing Air Supply (contamination problems) (R. E. Podhora)

E. Albrecht is the assigned engineer. He has priced two (2) different approaches which are expensive. J. McClain, once again, mentioned possibility of using portable compressors. However, it was stated they only generate 30 CFM. Uses of compressed air in the plant are as follows:

A) places where employees wear cool hats (i.e., inside mud tanks)
B) sandblasting areas
C) R-35
D) R-30
E) bagging operations at R-87

Determination needs to be made on number of people to use breathing air supply.

6. Vehicle Safety (excessive speed and moving violations) (I. C. Scheffler)

The JSA for Pettibone drivers states to "obey all plant safety rules that apply to traffic" which means 15 mph unless otherwise posted. The possibility of rewriting the safety rule in the green book to read "15 mph or less depending on road conditions and load" was discussed. It is, however, more important to make special note of anyone driving too fast for conditions or in an unsafe manner. The observer should note (1) the time, (2) vehicle, and (3) date. Then report incident to the proper people.

The first quarterly report update from R. Sheppard on how many violations were cited was reviewed with the Committee.

15 moving violations were cited on plant roads; in plant several verbal warnings were issued. (4.6 hours were spent surveying in plant while 13.5 hours were spent outside the plant.)

No parking violations were issued in plant and 14 were cited in the parking lots. (Two were second offenders

and Incident Reports were written.)

Contractors were issued one (1) speeding violation at 21 mph in plant and two (2) on plant roads (23 and 24 mph).

C. Martin inquired as to how often the radar gun is checked for accuracy. J. Quaglia will investigate.

7. Noise Problems at R-136A (fans need noise control engineering) (R. E. Podhora)

Job package has been issued; will be installed in May. Will install louvered, translucent windows in pump area.

8. Machine Shop (lighting problems) (L. F. Hiller) - Tickle May, 1982

9. Top of R-25 (dust problems) (J. K. McClain)

J. McClain and C. Douglas looked at the panels. Will get back with engineer and this Committee.

10. Acceleration Lane on Highway 35 (J. Quaglia)

J. Quaglia contacted the Texas Highway Department who was under the impression we had an acceleration lane. They will get back with us.

11. North Side of R-144 Oilhouse (revision of sign) (J. Quaglia)

J. Quaglia expressed desire to study situation more thoroughly. T. Lowe mentioned the problem is pedestrians and vehicles leaving from the Storeroom--limited view. J. Quaglia will order sign.

12. Manlifts (warning devices to indicate movement) (J. Quaglia)

There are inconsistencies with safety equipment on manlifts because some of them are rented, contractors have some, and we own some. However, manlifts do not require a light nor an alarm; they are just added features. If our equipment has them, it is for a specific reason. A driver must have a clear view when backing up; otherwise, he needs a warning device or a flag person.

J. McClain mentioned need for a consistent policy on what is legal and what is our policy. J. Quaglia will get with J. DeBault for a list and will publish regulations.

13. Scaffold Boards (quality of inspections) (J. Quaglia)

J. Quaglia reported that inconsistencies exist among the various

departments. C. Gonzalez has sent Safety the Civil Maintenance ESA. This will be used as basis to audit other areas. Also, scaffold boards are being used as planks and for various reasons other than what they were designed for.

14. R-45 North Elevator Repair (near-miss accident) (R. D. Fitzgibbon)

J. Quaglia reported there is not an ESA nor JSA for this particular job. Tickle May, 1982

DISCUSSION:

1. Safety Poster Contest

J. Quaglia pointed out that there were 106 total entries. Twenty (20) winners were awarded with plaques and either $150, $100, or $75. All entrants have received congratulatory letters. The Grand Prize and First Place posters have been sent to Pittsburgh for further competition. The others are being displayed in the main lobby.

H. Stellman suggested displaying them for outsiders to view also. J. Quaglia will handle.

J. QUAGLIA/cmp

File

JQ March, '82

R

Texas Highway
Olin - 552-3383

Distribution:

Mr. A. L. Arkadie - R-35M
Mr. F. Atzenhofer, Jr. - R-148
Ms. N. S. Beeler - Bldg. 1
Mr. H. P. Bledsoe - Bldg. 49
Mr. R. S. Cain - R-141
Mr. S. M. Davis - 54E
Mr. C. C. Douglas - R-10
Mr. H. Elrod - R-45X
Mr. R. D. Fitzgibbon - Bldg. 1
Mr. K. R. Flessner - Bldg. 13A
Mr. C. Gonzalez - Bldg. 49
Mr. L. F. Hiller - R-148
Mr. R. E. Howell - Bldg. 1
Mr. R. L. Kerr - R-142
Mr. R. Leist - R-300
Mr. T. E. Lowe - R-332
Mr. N. V. Lubbers - R-142
Mr. J. K. McClain - R-139
Mr. C. Martin - R-10
Mr. J. C. Mayfield - Bldg. 1
Mr. P. J. Michalik - R-45
Mr. R. L. Miller - Construction
Mr. R. A. Murray - Construction
Mr. A. Ness - R-30L
Mr. E. T. O'Connor - Bldg. 1
Mr. J. L. Palmer - R-139
Mr. E. Perez - R-30L
Mr. R. E. Podhore - Bldg. 1
Mr. R. R. Ripley - R-139
Mr. W. R. Rogers - R-139
Mr. R. M. Rose - R-142
Dr. L. F. Schaller - Bldg. 1
Ms. I. C. Scheffler - Bldg. 1
Mr. R. G. Sheppard - Bldg. 1
Mr. M. T. Simons - R-139
Mr. C. E. Steele - R-139
Mr. H. M. Stellman - R-139
Mr. M. L. Vidrine - R-139
Mr. L. F. Wagner - Bldg. 1
All Managers

Main thing is look at particular hazards - if they exist protect.

- Speed 15 MPH.
  Rule - In - Plant vehicle is 15 MPH unless otherwise posted.
  JSA - Pottsboro 25 - Obey all plant safety Rules which apply to traffic
  - Conclusion
    a) Difficult to determine what speed traveling
    b) How would you enforce
    c) Operator is the key but when we reduce JSA's we should include - "operator only at safe speed for conditions"

- Manlifts not required to have lights or Alarm - Backup alarm required if operator can't see and flag person not used. Inconsistencies because of different hazards. Additional safety devices added to protect the individual circumstances - ie backup alarms for trucks Machine Shop
- Also leased and contractor equipt maybe have because it was forced I see no problem with this.

83-357500000002 #3
Category Code

APC 004014

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 March 17

Present: Messrs. J. Quaglia, C. C. Douglas for J. K. McClain, K. R. Flessner, T. E. Lowe, R. O. Leist, S. M. Davis, P. J. Michalik, L. F. Wagner for R. E. Podhora, R. E. Miller, L. F. Hiller, H. M. Stallman, L. F. Schaller, Ms. I. C. Scheffler

Absent: Messrs. R. L. Kerr, C. Martin, R. D. Fitzgibbon, A. Arkadie, F. Atzenhofer

J. Quaglia updated the Committee about the MSHA visit from March 9 through March 11 by Mr. J. W. Fowler and Mr. R. W. White and again on March 16 by Mr. Fowler and Mr. Alex Baca. He mentioned that 14 citations were issued, ten of which were cited to Alcoa and four to Rexco. The first visit involved jurisdictional and other discrepancy problems; i.e., the inspectors did not want to fill out our visitor passes. It amounted to a communications breakdown which was resolved during the second visit. MSHA visits allow us to evaluate our safety program. This is another form of auditing.

Mr. Quaglia thanked F. Atzenhofer, S. Davis, R. Podhora, L. Wagner, and T. Lowe for their help during the visitations. He also complimented the members of the Fire Brigade on their response time for the fire drill, stating the inspectors were impressed because it was the fastest response at any plant.

Mr. Quaglia mentioned that two of the citations were issued because of heavy equipment not being equipped with fire extinguishers. The rule stipulates that fire extinguishers need to be readily accessible. MSHA is in the process of defining what readily accessible means; we interpret it to mean "in the area".

C. Douglas, spokesman for J. McClain, clarified a statement made by MSHA representative during wrap-up session involving possibility of someone being covered with bauxite on the ships. Unit supervisors, dock supervisors, and members of "A" and "B" Shift crews were talked to and no one knew of any case where exposure was a problem. Mr. C. Martin, who is very familiar with the whole process, did cite a conversation with Mr. Marvin Brunner once pointing out where bauxite had built up in a corner. However, it was decided that no one would go in until rectified. It was determined that MSHA inspectors misinterpreted this conversation or was referring to something that happened 15 years ago.

Serious Injury #6, Robert Marek, was discussed. Mr. Marek was attempting to set up a 20" Monarch lathe in the Machine Shop to cut a collar from a casting. In the process, Mr. Marek's dial indicator caught on an eccentric part of the casting and resulted in the dial indicator stand being pushed into the cross feed base. Mr. Marek suffered a partial amputation to his right little finger which was pinched between the cross feed base and the stand.

Alvin Bombe, Serious Injury #25 of 1981, is the only injured employee who has not returned to work.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (H. M. Stellman)

   There are still complaints about temperature of water. H. Stellman stated the rest of the handles would be delivered by the end of the month. In the meantime, we will put tags on the showers involved and no one is to use them until handles are installed. Mr. Stellman was under the impression that other showers were repaired. (It was mentioned that approximately 20 controls were installed on a test basis; however, after one year they failed. Therefore, by the end of this month, we will go back to the individually controlled type.)

2. R-87 Cryolite Bagging Operations (respirable dust) (R. L. Kerr)

   Cryolite operation will shut down in April. Remove from agenda.

3. R-84 - #10 Screw Motor (confined work area and fumes) (H. M. Stellman)

   H. M. Stellman will confirm that problem has been solved. Delete from agenda.

4. R-30 Cool Vest for Heater Overhauls (heat exposure) (J. K. McClain) - Tickle April, 1982

5. Rescue from Hold of Ship (define procedure) (L. F. Schaller) - Tickle April, 1982

6. Opening Rail Car Hoppers, R-53 (back strain and pinch-points) (H. M. Stellman)

   Mr. Stellman stated that E. Johnson is preparing cost estimate on E.W.O. even though number of cars is minimized. Check with Chemicals Supervision to see if car opener is needed in this area.

7. Breathing Air Supply (contamination problems) (R. E. Podhora)

   Dr. Schaller pointed out that two work orders are out to evaluate two different systems to resolve problems. The cascade filtering system provides protection to a great degree. But they are looking at a separate air system for the whole plant. The other solution is also expensive--air carts to provide compressed air for breathing on site. Other ways are being researched along with hazards to be evaluated as well. The pH monitoring device may not be as reliable as previously thought and would require a lot of maintenance.

8. Vehicle Safety (excessive speed and moving violations) (I. C. Scheffler)

   K. Flessner brought up the excessive speed of some Pettibone drivers in the plant. He suggested that the 15 m.p.h. speed limit be lowered for these vehicles and that this be put in their J.S.A. J. Quaglia will review applicable J.S.A.

9. Noise Problems at R-136A (fans need noise control engineering) (R. E. Podhora)

   Parts are ordered and have not come in as of March 15. Leroy Hiller stated that noise barrier will be here and installed in April. Tickle April, 1982

10. Chlor-Alkali (status of type of respirators to be used) (R. E. Podhora)

MSA respirators have been chosen. Delete from agenda.

11. Machine Shop (lighting problems) (L. F. Hiller)

T. E. Lowe suggested that some panels could be opened up for natural lighting and suggested the possibility of using skylights. Tickle May, 1982

12. Top of R-25 (dust problems) (J. K. McClain)

Electrical engineer is trying to get estimate and make recommendations of what can be done with the large panel. Hopefully, a smaller panel can be used. The dust problem is better because we are not getting in Surinamm ships. We may enclose what we now have, but this is not yet determined. T. E. Lowe brought up the lime fume problem from lime slaker on the ground level of the south side of 25. Mr. Douglas has discussed it with C. E. Steele and J. K. McClain who want to keep involved in this. W. D. Holmes is also actively working on this.

13. Acceleration Lane on Highway 35 (J. Quaglia)

J. Quaglia will contact the Texas Highway Department.

NEW BUSINESS:

1. North Side of R-144 Oilhouse (revision of sign) (J. Quaglia)

R. O. Leist stated that at the oilhouse by 45 there is a flashing light and a sign which states, "Watch out for Equipment". Since pedestrians travel this area, sign should state, "Watch out for Pedestrians and Equipment". J. Quaglia will handle.

2. Manlifts (warning devices to indicate movement) (J. Quaglia)

R. O. Leist mentioned that there are inconsistencies with safety equipment on manlifts. Several don't have flashing lights and backup alarms. J. Quaglia will review standard to determine requirements. Letter from Pittsburgh on this matter will also be reviewed.

3. Scaffold Boards (quality of inspections) (J. Quaglia)

K. Flessner pointed out we need better system of inspecting ladders, scaffold boards, etc. Different toolrooms are tagging them without actually checking them for faults. J. Quaglia will discuss matter with H. P. Bledsoe and J. L. Tew.

4. R-45 North Elevator Repair (near-miss accident) (R. D. Fitzgibbon)

Mr. P. J. Michalik brought to the attention of the Committee the mishaps occurring while repairing the R-45 north elevator. Do we have any E.S.A.'s or J.S.A.'s written for performing maintenance on this equipment? Was a near-miss accident investigation completed for the 1982 March 15 incident?

DISCUSSION:

1. Safety Poster Contest

J. Quaglia told Committee members to "talk up" the Safety Poster Contest and get people involved. He stated that a memo will be issued to supervisors to discuss the contest at toolbox safety meetings and any other safety related meetings held.

2. Silvas - LWDC

Mr. P. J. Michalik discussed the importance of listening and responding to safety suggestions prior to accidents occurring. Paul commented that the problem which resulted in the accident to Mr. Ruben Silvas had been discussed in departmental safety meetings prior to Mr. Silvas' accident. We must continue to strive for safety excellence. It is much easier to become a believer after something occurs than before. In the future, however, one of our key concerns will be the need to better analyze potential accidents and eliminate causes.

3. Fume Problem - Spent Liquor Tanks

Mr. P. J. Michalik also commented that a fume problem had occurred while cleaning one of the department's spent liquor tanks. R. Podhora was summoned and air horns and respirators were utilized to solve the problem. Better lines of communication would help to minimize these problems in the future. Hourly employees must present noted problems to their supervisors so that appropriate actions can be taken. We also need to more thoroughly "think through" potential problems before we start new jobs by planning for safety.

J. QUAGLIA/cmp

File
OSHC

From: R.G. Sheppard
Security

TO: Safety Dept.

1982 Apr. 13

Re: Traffic OBSERVATIONS & VIOLATIONS observed

I. Moving violations

In plant - NO TICKETS issued - SEVERAL verbal WARNINGS
PLANT Roads - 15
Hours surveying - In plant 4.6 HRS
Outside plant 13.5 HRS
} 3 months 15-20 min at time

II Parking violations
In plant - NO TICKETS Issued
Parking Lots - 14 TICKETS Issued
(2 were second offenders - Incident reports written.)

III Contractors
In PLANT - 1 Speeding 21 MPH
on PLANT Roads - 2 Speeding (1-23 MPH)(1-24 MPH)

Speed job
lots of observations

APC 004019

R

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 February 10

Present: Messrs. J. Quaglia, P. J. Michalik, T. E. Lowe, R. O. Leist, C. Martin, R. G. Sheppard (guest), R. R. Ripley for L. F. Hiller, S. M. Davis, R. L. Kerr, R. E. Podhora, R. D. Fitzgibbon, L. F. Schaller, J. K. McClain, H. M. Stellman, and Ms. I. C. Scheffler

Absent: Messrs. A. L. Arkadie, F. Atzenhofer, K. R. Flessner, R. L. Miller

J. Quaglia reviewed the latest serious injuries, making a total of five (5) so far this year, two of which are recorded in the Operations Variance category. George Osina broke his little toe in the showerhouse. Because it was a fracture, no matter how minor, it is considered a serious injury. Ruben Silvas was working in the Precipitation Department with a jackhammer trying to dislodge a piece of scale which was lodged when another piece fell and hit the bar he was using. This pivoted and struck him alongside his face. He is in the care of an ear specialist and it is not known yet whether or not he has a fracture in his ear. Also, he sustained a perforation of the eardrum which will heal itself. This was a lost work day case. We are working on a means of improving how we do that job. An E.W.O. request study has been done. Some means of communication (i.e., lights) is needed between employee in the tank and outside.

The CORE graduation dinner was briefly discussed by Mr. Quaglia. He told everyone to expect an invitation in the mail.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (H. M. Stellman)

   There was still a problem with the last two stalls, which have one mixing valve for the two individual stalls. Paul Boepple found the problem (thermostat doesn't work; control of water is the problem) and was supposed to rectify it. It was decided that H. M. Stellman and R. O. Leist would look at showerhouse problems together.

   R. D. Fitzgibbon suggested that we need a better means of identifying the perimeters of the safety items before we tackle the issue and define solutions. J. K. McClain suggested proprietor personnel handle the problem via the green suggestion book. R. R. Ripley discussed the ventilation problem mentioning two of the three heaters did not work. The materials to complete the job won't come in until March. However, some parts did come in and one heater was to be repaired. W. R. Rogers is looking at the door situation to determine feasibility of having swinging doors to make sure they stay shut. He is also studying control buttons on the wall. R. D. Fitzgibbon mentioned that J. L. Palmer has initiated a program of inspection which should halt a lot of the problem.

2. R-87 Cryolite Bagging Operations (respirable dust) (R. L. Kerr) - Tickle March, 1982

APC 004020

3. R-84 - #10 Screw Motor (confined work area and fumes) (H. M. Stellman) - Tickle March, 1982

4. R-30 Cool Vest for Heater Overhauls (heat exposure) (J. K. McClain) - Tickle April, 1982

5. Rescue from Hold of Ship (define procedure) (L. F. Schaller)

   Dr. Schaller will be doing in-plant rescue which will be part of the training. They have started on the new E.C.A. course. Tickle April, 1982

6. Opening Rail Car Hoppers, R-53 (back strain and pinch-points) (H. M. Stellman)

   They are looking at rail-mounted opener. E. Johnson, C. Douglas, and J. K. McClain are still looking at problem. One barge a week will continue to be loaded by rail car (just to check weights); however, the long-term activity of loading cars is in the Chemicals area.

7. Breathing Air Supply (contamination problems) (R. E. Podhora)

   C. Harris, L. Stringham, H. Skow, and R. Podhora visited DuPont to see operation of breathing air into bottles or cylinders. Not suitable for our needs. An E.W.O. has been typed for a unit which will have a separator device for plant air coming in, a Ph monitoring device, and also an alarm device could be installed so no further contaminants could get in the system. This should result in a quality of air to be suitable to breathe. The system will be mobilized and have enough capacity to service a typical crew of four or so. R. E. Podhora will work closely with R. R. Ripley to insure the system is reliable. The filter for the device will need to be checked periodically.

8. Vehicle Safety (excessive speed and moving violations) (I. C. Scheffler) Tickle April, 1982

9. Noise Problems at R-136A (fans need noise control engineering) (R. E. Podhora)

   Alex Slate is engineer in charge. Tickle April, 1982

10. Dust at #3 Belt (hygiene problems related to eating) (J. K. McClain)

    Doghouse is built; operators are pleased. Delete from agenda.

11. Chlor-Alkali (status of type of respirators to be used) (R. E. Podhora) Tickle March, 1982

12. Machine Shop (lighting problems) (L. F. Hiller)

    We need to resolve the specifics of the problem because complaints vary. We have looked at other locations who have similar lighting. It would cost 1/4 million dollars to redo all lighting. We have $130,000 tied up in lights since 1977. R. D. Fitzgibbon commented that we will continue to work on this issue until solution is obtained.

13. Top of R-25 (dust problems) (J. K. McClain)

We will proceed at a logical pace with idea of getting a dust protectant device, modernizing the electrical panel, enclosing the area, and putting a dust sample on it. R. R. Ripley will get estimate of cost to replace electrical panel to 4' panel.

DISCUSSION:

1. Acceleration Lane on Highway 35

T. E. Lowe asked that we contact the Texas Highway Department and request an on-ramp for Highway 35. R. G. Sheppard stated that there are only 350' before the ramp would run into a culvert. Major construction would have to be performed and, therefore, expenses would be too great. Also, people turning into the plant would have to be extra careful.

J. QUAGLIA/cmp

R

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 January 13

Present: Messrs. A. Arkadie, R. Leist, C. Martin, J. Quaglia, R. Miller, T. E. Lowe, H. M. Stellman, R. D. Fitzgibbon, L. F. Schaller, R. E. Podhora, L. F. Hiller, F. Atzenhofer, G. Beeler for R. L. Kerr, K. Flessner, C. E. Steele for J. K. McClain, and Ms. I. C. Scheffler

Absent: Messrs. S. M. Davis, P. J. Michalik

Joe Quaglia, the new Safety Manager, introduced himself to the members of the Committee. Serious Injuries #24 and #25, the last two injuries occurring in 1981, were then reviewed by Irene Scheffler. Leroy Hiller relayed information about Serious Injury #1 for 1982 and told of a survey conducted by H. P. Bledsoe's Civil Maintenance organization in which all gates throughout the plant (including surrounding areas such as mud lakes) were being studied as a result of the injury. Preliminary results revealed 75 gates were considered potential safety hazards. Locations of these gates are being charted on a plant map for further review. J. Quaglia pointed out that Roundup coverage (including picture of gate through scooter) would further warn employees of potential dangers associated with gates. J. Quaglia then reviewed Serious Injury #2 and a discussion arose about problem of payloaders maneuvering in certain areas causing a pinch-point hazard. Irene Scheffler commented on why it is not feasible to put overhead guards on payloaders (have to gain access to certain areas; clearance reasons). An alternate solution would be to restrict those vehicles from that area. Mr. Quaglia mentioned the Paste Plant's previous excellent safety record and pointed out that it is easy for employees to become vulnerable and complacent and extra precautions should be taken in areas such as these to develop awareness. The incident involving the accident of the ambulance in transit to the hospital was also mentioned by Mr. Quaglia in which Mr. Salazar sustained more injuries and Head Nurse Nancy Beeler suffered a leg injury.

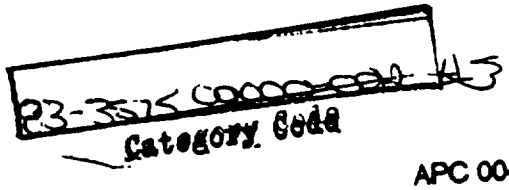
Mr. Quaglia commended the Committee for their support and contributions to the safety effort mentioning that our S.I.F.R. goal for 1981 was 2.11 and we finished with a S.I.F.R. of 1.67, which is 20% better than what the goal was.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (H. M. Stellman)

   All mechanical work is complete on the individual fans for the aisles; waiting on completion of electrical. No more complaints on problems of cold and hot water surges; pretty consistent. Since influx of cold weather, there is a problem with ventilation and heat. (Some vents are not closing off properly.) One heater, at present, is inoperative; P. Gayle is arranging to get parts ordered. H. M. Stellman will get with A. Lopez, R-148 Electric Shop, to discuss ventilation and heating problems.

2. R-87 Cryolite Bagging Operations (respirable dust) (R. L. Kerr) - Tickle March, 1982



3. R-84 - #10 Screw Motor (confined work area and fumes) (H. M. Stellman) - Tickle March, 1982

4. R-30 Cool Vest for Heater Overhauls (heat exposure) (J. K. McClain) - Tickle April, 1982

5. Rescue from Hold of Ship (define procedure) (L. F. Schaller)

   Practice run of this rescue with ECA training crews will be held as a part of their training this spring. Guards and medical people will set up a schedule to work through other places in order to get more familiar with plant. J.S.A.'s for this specific rescue are complete and have been distributed. (J.S.A. No. 54.1 should be a part of each J.S.A. manual in the Raw Materials Department.) Medical and Plant Protection are looking at different areas on a spontaneous basis and will depend on nearby employees for input of the best ways to extricate an injured employee.

6. Opening Rail Car Hoppers, R-53 (back strain and pinch-points) (H. M. Stellman) - Tickle February, 1982

7. Breathing Air Supply (contamination problems) (R. E. Podhora)

   Since the last meeting, Mr. Podhora has prepared a written procedure on use of filters (Norgren, Bullard). A group of Alcoans will go to DuPont to see how Arthur Brothers uses cylinders. Also shown to the Civil Maintenance group was a Sound-on-Slide which shows a number of suggestions for ways we can treat our plant air to be used for breathing air. It recommends a design for a specific portable unit with parts (water separator filtering device). One of our major problems with plant air or portable compressors is fear of process liquor overflow which we have no control over. We could use a device which would monitor Ph to alarm us.

8. Vehicle Safety (excessive speed and moving violations) (I. C. Scheffler)

   All moving and parking violation tickets will go to superintendents instead of supervisors beginning 1982 January 01. Discussed steps in various departments now taken when supervisor receives tickets. R. G. Sheppard will now supply Ms. Scheffler, on a quarterly basis, with number of tickets and detail of each. Also, it was pointed out that if, during their routine daily checks, guards discover roads that are blocked without having received proper notification, they will correct the situation at that time.

   C. E. Steele challenged the idea of leaving it up to "when a guard has some free time" he will do violation checks. He suggested a schedule be set up.

   I. C. Scheffler pointed out that the biggest problem occurs on the main plant road (people passing; traffic jams at 4:30) and in the plant (rolling stops and not observing stops at railroads). Tickle April, 1982

9. Noise Problems at R-136A (fans need noise control engineering) R. E. Podhora)

E.W.O. was initiated to install enclosure around three stalls.

10. Dust at #3 Belt (hygiene problems related to eating) (J. K. McClain)

Relief is sent so employees can go to R15L to eat. A decision was made to build a new larger ~~lunchroom~~ lockhouse rather than patch the old one. Job is in progress.

11. Chlor-Alkali (status of type of respirators to be used) (R. E. Podhora)

Mr. Podhora is still working with Robert Trevino on this issue. The type of respirator we may use is stocked with parts in the Storeroom. People seem to like them.

12. Machine Shop (lighting problems) (L. F. Hiller)

Metal type guards for the bottom of lights have been ordered. Should receive by 1982-01-27. Fred Carter in Pittsburgh is doing a study of lighting throughout Alcoa. The Electrical Department (David Morales) is studying the problem also.

13. Top of R-25 (dust problems) (J. K. McClain)

R. E. Podhora stated dust sampling not done yet. They are considering enclosing the control panel. C. E. Steele will find out status after meeting with Engineering supervisors and will update.

NEW BUSINESS:

1. R-300 Fork Trucks Crossing Trenches (stability problem) (R. L. Kerr)

Ralph Leist brought up the unsafe condition of fork trucks having to cross ditches equipped with gratings. He suggested a bridge of some sort be built.

J. QUAGLIA/cmp

Distribution:

Mr. A. L. Arkadie - R-35M
Mr. F. Atzenhofer, Jr. - R-148
Ms. N. S. Beeler - Bldg. 1
Mr. H. P. Bledsoe - Bldg. 49
Mr. S. M. Davis - 54E
Mr. C. C. Douglas - R-10
Mr. H. Elrod - R-45X
Mr. R. D. Fitzgibbon - Bldg. 1
Mr. K. R. Flessner - Bldg. 13A
Mr. C. Gonzalez - Bldg. 49
Mr. L. F. Hiller - R-148
Mr. R. E. Howell - Bldg. 1
Mr. R. L. Kerr - R-142
Mr. R. Leist - R-300
Mr. T. E. Lowe - R-332
Mr. N. V. Lubbers - R-142
Mr. J. K. McClain - R-139
Mr. C. Martin - R-10
Mr. J. C. Mayfield - Bldg. 1
Mr. P. J. Michalik - R-45
Mr. R. L. Miller - Construction
Mr. R. A. Murray - Construction
Mr. A. Ness - R-30L
Mr. E. T. O'Connor - Bldg. 1
Mr. J. L. Palmer - R-139
Mr. E. Perez - R-30L
Mr. R. E. Podhora - Bldg. 1
Mr. R. R. Ripley - R-139
Mr. W. R. Rogers - R-139
Mr. R. M. Rose - R-142
Dr. L. F. Schaller - Bldg. 1
Ms. I. C. Scheffler - Bldg. 1
Mr. R. G. Sheppard - Bldg. 1
Mr. M. T. Simons - R-139
Mr. C. E. Steele - R-139
Mr. H. M. Stellman - R-139
Mr. L. F. Wagner - Bldg. 1
All Managers

1982 September 13

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 September 08

Present: Messrs. J. Quaglia, J. Damiano, T. E. Lowe, R. Hudson, C. Martin, R. C. Flournoy, K. R. Flessner, P. E. Kelm, F. Atzenhofer, P. Michalik, J. K. McClain, R. D. Fitzgibbon, Ms. I. C. Scheffler

Absent: Messrs. A. L. Arkadie, L. F. Schaller

J. Quaglia updated the Committee members on the number of serious injuries since our last session. Point Comfort incurred a total of five (5) serious injuries since the August meeting. The respective managers reviewed briefly the details of the accidents and the action planned or already taken for preventing recurrence. To date, the Operations serious injury frequency was estimated to be 2.35 against an objective of 1.92. The group was also informed that the plant had incurred a total of nine (9) LWDC which will place our Operations over the goal for the entire year.

J. Quaglia encouraged each Committee member to aid in turning our safety performance around. A comparison of 1981 and 1982 was made to emphasize the importance in once again achieving a sound safety performance. J. Quaglia pointed out that as the number of serious injuries increases, so too does the chance of incurring more serious incidents. Each Committee member was asked to emphasize and communicate our present situation in day-to-day communications with co-workers.

A brief update and discussion concerning the September seat belt awareness campaign was conducted. Members commented positively about the program format and the movies used in the session. Members were encouraged to take an active role in the campaign. J. Quaglia commented that he had attended a session put on by Louis Fabrygel of the Precipitation Department and felt that the meeting was well received. Other members cited similar experiences. The movie "Room to Live" will be aired on Channel 19 at 6:30 P.M. on September 25th.

The group was informed that our first CORE Corporate Audit will be held the week of October 3rd. The members of the Corporate team will be R. Sharkey-Pittsburgh, T. Felt-Warrick, Gary Greisbach-Rockdale, and Allen Newsome-Arkansas.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (R. D. Fitzgibbon)

   Members were updated on plans for installing a surge tank. T. E. Lowe requested identification of individual responsible for P.M. of showerhouse. R. Fitzgibbon explained that Area I Supervisor, S. Matus, will be responsible for handling P.M. Discussion of safety suggestion book for guardhouse was held. No present plans involve need for book. Tickle November to evaluate.

83-3575-6500-002 HS
Category Code

APC 004027

2. Opening Rail Car Hoppers, R-53 (back strain and pinch points) (R. D. Fitzgibbon)

   Tool provided; employees are extremely satisfied with the new tool. At present, this appears to be only area in Refining needing tool. The Electrolyte Department is in the process of investigating the use of a tool for the spar operation. Delete.

3. Breathing Air Supply (contamination problems) (R. D. Fitzgibbon)

   J. Damiano informed the group of the simulated tests conducted by the Maintenance group. The filters were unable to contain more than a gallon of water used as an insult. A rather long discussion took place centered around potential avenues to pursue to solve the present problem. R. D. Fitzgibbon commented that a more intense effort will be made by the Engineering group to determine a solution.

4. Noise Problems at R-136A (fans need noise control engineering) (R. D. Fitzgibbon)

   Tickle October.

5. Machine Shop (lighting problems) (R. D. Fitzgibbon)

   The panels have been installed and the employees are commenting favorably on the improvement. F. Atzenhofer requested that an investigation be made to determine feasibility of adding additional overhead panels. R. D. Fitzgibbon's organization will investigate.

6. Top of R-25 (dust problems) (J. K. McClain)

   Shop order has been signed for dust enclosure at top of R-25. Present plans do not include a design change to panel. Enclosure will reduce employee exposure.

7. Mobile Equipment (warning devices and federal requirements) (J. Quaglia)

   J. Quaglia informed the group that R. Pryor of the Pittsburgh Staff will be working at Point Comfort while I. C. Scheffler is on maternity leave. R. Pryor will be assigned the task to investigate mobile equipment which, according to the survey, does not have appropriate safety devices. List will be issued.

8. Scaffold Boards (quality of inspections) (J. Quaglia)

   Delete.

9. R-45 North Elevator Repair (alarm) (R. D. Fitzgibbon)

   Delete.

10. R-35 Tank Farm (ventilation) (R. D. Fitzgibbon)

    Delete.

11. Monorails used for Pipe Supports (R. D. Fitzgibbon)

    Investigation conducted and some areas of the plant were found to have load limits approaching structural limits. Modifications will be made. Tickle February.

DISCUSSION:

1. During the discussion of the F. Estrada injury members commented that we handle drums differently in certain operations. It would be helpful to discuss and share any new ideas or pieces of equipment that are found to remedy barrel handling problems.

2. K. Flessner commented that a water main at R-30 had recently fractured and the water supply was turned off with no notification or proper provisions. The Safety Department will investigate and take the necessary steps to review proper procedures with appropriate personnel.

3. J. K. McClain commented that an investigation will be conducted to determine the feasibility of enclosing the classifier in R-35. To help minimize the problem for this winter, siding will be added to the building structure.

J. QUAGLIA

JQ/cmp

12

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 OCTOBER 13

Present: Messrs. J. Quaglia, J. Damiano, T. E. Lowe, R. Hudson, R. C. Flournoy, K. R. Flessner, P. E. Kelm, P. Michalik, J. K. McClain, R. D. Fitzgibbon, L. F. Schaller, A. L. Arkadie

Absent: Messrs. F. Atzenhofer, C. Martin

J. Quaglia discussed the plant's year-to-date injury frequency. To date, our serious injury frequency is 2.19 against an objective of 1.92. Since the September meeting only one serious injury was incurred; that being J. R.Palmer who suffered a foreign body.

The group was also updated on the activities of the seat belt campaign. Volunteers for the follow-up survey were requested. The group was informed that Works Manager, H. W. Cooper, would be involved in the survey.

J. Quaglia also discussed with the group, the initial findings of the recent Corporate Audit. Members were commended on their efforts and involvement in Point Comfort's accident prevention program. The Corporate Audit team was extremely impressed with our Operations' activities and our results. One of the key areas as seen by the group as deficient was the quality of safety meetings and tool box talks. The group discussed ways in which these meetings might become more beneficial.

Old Business:

1. R-146 Showerhouse (poor ventilation and water temperature--R. D. Fitzgibbon).

   Tickle November.

2. Breathing Air Supply (contamination problems--R. D. Fitzgibbon).

   Engineering is identifying potential areas where liquor or other impurities might enter the air lines. Also Larry Brast has developed a pilot floatation device that might be used to shut down the supply if an insult occurs.

3. Noise Problem at R-136A - (R. D. Fitzgibbon)

   Materials not yet received; should be completed in November.

4. Machine Shop (lighting problems--R. D. Fitzgibbon)

   Personnel are extremely satisfied with present results. Additional panels will be added to further improve condition.

5. Top of R-25 (dust problem--J. K. McClain)

   No new info; tickle December.

#3
83-3875-09000-002
Category Code

6. Mobile Equipment (warning devices and federal requirements--J Quaglia).

   Project assigned to Ron Pryor.

7. Monorails used for pipe supports (R. D. Fitzgibbon).

   Tickle February.

Discussions:

1. J. Damiano informed the group of the new schedules for urinary samples in the Electrolyte Department. These samples will be conducted on a reduced basis due to the low amounts of fluorides detected in past samples. Good work practices and engineering modifications have reduced exposure to the hazardous materials.

2. J. Damiano also informed the group of the Hygiene Department's recent noise studies for formulating new data. The department is taking a much more active role in investigating individual's hearing shifts. The group discussed the fact that in some areas of the plant requirements for hearing protection are inconsistent and confusing. Corrections are being taken departmentally.

3. R. Hudson commented that he had seen a recent film involving the proper means of using lanyards and safety belts. Robert stated that all persons should be retrained in the proper procedures.

4. P. Kelm mentioned that he had noted platforms in the Digestion area which were not in compliance with our Facility and Equipment Standards. Paul commented that appropriate steps had been taken to correct this situation, but no progress has been made.

J. QUAGLIA

JQ:mjf
82/11/04

OPERATIONS SAFETY AND HEALTH COMMITTEE

MEETING NOVEMBER 10, 1982

Present: Messrs. J. Quaglia, J. Damiano, T. E. Lowe, K. R. Flessner, P. E. Kelm, P. Michalik, L. F. Schaller, M.D., A. L. Arkadie, F. Atzenhofer, N. Lubbers for R. Flournoy, J. Ramos for J. McClain, and R. Ripley for R. Fitzgibbon.

Absent: Messrs. C. Martin, R. Hudson.

J. Quaglia informed the group that our serious injury frequency was at 2.15 Y-T-D against an objective of 1.92. J. Ramos covered with the group the details of serious injury No. 25 which occurred in the Calcination Department.

The group was also informed and invited to attend our second CORE graduation celebration. Guests for the December 13 Knights of Columbus event will include R. Hornbeck, Chairman of the Corporate Executive Safety Committee, and J. R. Archibald, General Manager of Safety.

Each committee member was issued medical emergency I.D. cards. Their cards were secured free of charge from Herman Hospital on the request of P. Michalik. The cards will be reviewed by our Medical Department and we might issue the cards to all employees.

J. Quaglia reviewed with the members the recently completed isometric drawings that are being prepared for the new Special Operating Procedure manuals.

Old Business:

1. Building R-146 Showerhouse (poor ventilation and temperature--R. D. Fitzgibbon).

   Delete.

2. Breathing air supply (contamination problems--R. D. Fitzgibbon).

   Second flotation device has been made out of stainless. Some problems with sensitivity (float activated when hoses hooked up). Engineering continues to evaluate problems and also investigates where results most likely will occur. F. Atzenhofer assigned duty of finding out who is involved in project. Flotation device will not stop mists--this will be caught by other filters.

3. Noise problem at R-136A (R. D. Fitzgibbon)

   Materials not yet received; should be completed in December.

APC 004032

4. Machine Shop (lighting problems--R. D. Fitzgibbon)

   Tickle January.

83-3875-09000-002
Category Code

5. Top R-25 (dust problem--J. K. McClain)

   Prefab building shipped out of Florida should be installed in December.

6. Mobile Equipment (warning devices and federal requirements--J. Quaglia)

   Project nearly complete.

7. Monorails used for pipe supports (R. D. Fitzgibbon)

   Tickle February.

Discussions

1. L. F. Schaller, M. D. reviewed with committee members the fact that we are re-evaluating our noise abatement policy. The members were asked to support the proposed changes; T. Lowe requested that we re-emphasise the importance of leaving protection to employees. Members discussed the different types of hearing protection available and also the fact that many persons were not wearing appropriate protection.

2. P. Michalik related incidents of caustic being blown into the atmosphere when precipitation cleared caustic lines with air. Paul was asked to request departmental personnel to handle the problem.

3. P. Michalik mentioned that he entered a safety suggestion concerning an emergency shower in the suggestion book on 1982-04-05 and had not received appropriate response.

   J. Ramos was requested to investigate the item. Paul also mentioned that he felt he had received inappropriate response on a suggestion turned in on the continuous activation of a fire alarm.

4. P. Michalik requested that the Safety Department investigate and determine the JSA requirements for using jack hammers by maintenance personnel. Paul related an incident in the department where Civil Maintenance employees were breaking up concrete and no metatarsal protection was being utilized. Paul stated that when he approached the employees inquiring about the protection, they stated it was not required.

JOE QUAGLIA:vh

1982 December 09

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 December 08

Present: Messrs. N. V. Lubbers for R. C. Flournoy, A. Arkadie, P. J. Michalik, R. Hudson, P. E. Kelm, T. E. Lowe, J. Damiano, R. D. Fitzgibbon, J. K. McClain, and Ms. I. C. Scheffler

Absent: Messrs. J. Quaglia, K. R. Flessner, L. F. Schaller, F. Atzenhofer, and C. Martin

Irene Scheffler informed the Committee that as of 1982-11-30 the S.I.F.R. was 2.05 against an objective of 1.92.

Ray Fitzgibbon reviewed the circumstances of Serious Injury #26, Albert J. Winters (Pipefitter), with the Committee. When he removed his goggles to wipe sweat from his face, a foreign body from his glove got into his right eye.

Irene Scheffler discussed Serious Injury #27, Frank J. Michalik (Laborer-Digestion). As he was answering an alarm in the starch building, he stumbled falling on a sharp object and incurred a deep laceration to his left knee.

Irene Scheffler reminded everyone of the CORE banquet to be held 1982-12-13 and encouraged everyone to attend.

Joe Damiano told the Committee that 39 microwave ovens were checked and none were found to be leaking. Those that have been checked have been identified with an inspection tag.

He also stated that we have received our descaling machine at R-35 Tank Farm and that our operators will not be exposed to as much noise with this new model because the dampening insulation in the cab is far superior.

Joe Damiano mentioned that the RFA is being routed for the purchase of a 55-ton Grove crane. The highest level of noise was found to be 81 decibels. Manufacturers are stressing noise reduction in mobile equipment design.

He's in the process of reviewing the noise levels throughout the plant. He is also checking that hearing protection signs are posted and will check for clarity of signs. There is a corporate standard on hearing protection signs and we will use those signs.

OLD BUSINESS:

1. Breathing Air Supply (contamination problems) (R. D. Fitzgibbon)

   Flotation device offers promise to help the situation. Approximately 30 devices will be fabricated. L. W. Brast is the engineer in charge and is working in operating areas to identify potential places where caustic can get in the lines and attempting to eliminate this potential. He has not yet completed his report. Tommy Lowe stated that some valves were found inoperable when all the lines were being bled after a recent insult. Tommy recommended putting them on a schedule.

R-3525-00000-002 #3
Category Code

Paul Kelm mentioned that some employees do not follow proper procedures regarding the cleaning and inspection of the filters. He requested a reminder be sent. Joe Damiano will handle.

2. Noise Problems at R-136A (fans need noise control engineering) (R. D. Fitzgibbon)

   Materials to be installed in December.

3. Machine Shop (lighting problems) (R. D. Fitzgibbon)

   Tickle January.

4. Top of R-25 (dust problems) (J. K. McClain)

   Still on schedule to have prefab building installed in December.

5. Mobile Equipment (warning devices and federal requirements) (J. Quaglia)

   Ron Pryor of the Pittsburgh staff worked on the project of determining what safety devices were required on our mobile equipment to get it to comply with federal regulations. The only discrepancies noted were several backup alarms and one (1) ROPS. Delete.

NEW BUSINESS:

1. Air Hoses (hoses becoming disconnected) (J. K. McClain)

   Paul Michalik mentioned the problem of quick connects and air hoses coming loose. MSHA law states that 3/4" or larger has to be chained. Maybe we should use locking clamps if we can get 1/2" hose shanks that will take a locking clamp? Jack McClain will check into this item.

2. R-35 Press Floor Lighting (R. Hudson)

   Abbie Arkadie expressed concern about poor lighting on the press floor around the sand traps since siding has been put up and the fact that he turned the issue in to his supervisor about three (3) weeks ago and hadn't received any response. Jack McClain mentioned the possibility that that area could be on a lighting circuit that is turned off. Robert Hudson will check on this since he's working evenings.

DISCUSSION:

1. Inconsistencies of metatarsal protection requirements when using jackhammers were discussed. Jack McClain stated that his departments use the protection because of the work hazard related to falling scale which may not be the same application in maintenance. Ray Fitzgibbon will review the situation.

2. Robert Hudson mentioned an item submitted on a Safety Suggestion form in June which has not been taken care of yet. The safety shower on the mud floor of R-35 where Albert Marek got burned had not yet been moved although the beams have been painted to indicate such. Jack McClain will check on it.

3. Paul Kelm requested a written standard procedure be issued to do away with the use of 1/4" manila rope and to use nylon rope for extension ladders. The damage to the manila rope from liquor is often undetected. Only the toolroom on the Smelting side has changed its procedure. Ray Fitzgibbon to check into this.

4. Paul Kelm mentioned his unresolved Safety Suggestion of using the standard green hoses for breathing air throughout the breathing system. It was agreed that it was a good idea, but very expensive to complete. Ray Fitzgibbon will check on feasibility.

5. Paul Kelm mentioned the hazardous method that the masons are using to pick up pallets (by cable--pallet could break in the middle). He suggested that a bar be used rather than cables. Ray Fitzgibbon will check into.

6. Tommy Lowe requested that supervision be very careful when administering discipline to employees for safety reasons, especially when they may have come forward admitting a mistake. This may ruin all the safety efforts we have worked so hard to achieve.

J. QUAGLIA

JQ/cmp

OPERATIONS SAFETY COMMITTEE MEETING - 1979 May 8

Present: Bobby Sowders, F. J. Mabry, J. K. McClain, Gary Ashorn, Wade Jenkins, Leroy Wagner, Dan Piwetz, A. Lopez, R. Leist, Frank Kaspar, R. E. Podhora, C. C. Douglas, Joe Resendez, Ted Dunn, Irene Scheffler and H. Floyd

Absent: R. M. Rose

1. Dust Problem - Ventilation of the Tunnels - R. E. Podhora did not know status of the project. Will check and report back next meeting.

   H. Floyd stated material will be delivered by May 15. Should be completed by June 8.

2. Heater Top R-25 - Leroy Wagner made some tests. Tests registered 4.7--the limit is 10.0. It is Leroy's opinion that the air flow is going in the wrong direction. It is going the same direction as the dust flow.

   Jack McClain stated that he is encouraged by the results he got but we need to get the air flow turned around. The air was put in to ventilate and purge the dust. What we really want to do is plug off the dust that is coming in. We did not set out to heat, but to ventilate.

   Dan Piwetz suggested putting up a small building--this would cool, heat and ventilate.

   C. C. Douglas stated that we had a building some time back; but we took it out because we could not keep it clean. We were cited by OSHA two times because of it. The person who is doing the job is up there to observe the belts and the whole operation. The only time he is exposed to dust is when he is there watching the equipment--that is where the operator is supposed to be.

   Dan Piwetz asked what would be wrong with enclosing the entire control panel?

   Bobby Sowders stated we have talked about this several times. All we want to do is to meet the dust standards.

   Frank Kaspar asked if we are within the limits on the dust?

   Jack McClain stated that we are not.

   Dan Piwetz stated that everything gets brushed into the future.

   Leave on the agenda for further consideration.

3. R-146 Ventilation - Bobby Sowders stated that we would like to have some testing done durir the summer months. R. E. Podhora agreed.

83-3875-09000-002-#3
Category Code

4. New Encon Goggles - Gary Ashorn stated that only about 1/2 the people that he contacted have responded. The contact was made concerning the fogging and proper fit. Some say they are better than what we had. One person said they fit me fine, but rigid around the nose for some people. Fogging problem is better. Gary is awaiting more answers. Leave on agenda. Gary will report further next month.

5. Bull Dozer Cab Enclosure - Marco Vestik died last week. Had a heart attack during a gall bladder operation.

Bobby Sowders stated that he talked to the MSHA people to see if they knew of a bull dozer wit an air conditioned cab. MSHA said they would be on the look out.

Jack McClain asked if the issue was still pretty hot.

Bobby Sowders stated that he had ridden with one of the operators and he stated that he does not know how the operator sees what he is doing. The air conditioned cab would help dust and noise problem. It would be necessary to find an engineering solution to the build up of dust on wind shield.

Alex Lopez stated the lights need to be up higher on the dozer. If you get enough dust, the lights do not do any good.

Ted Dunn stated this was the problem in 1968.

McClain stated that we have spent a lot of money on the cool hats. We feel the air conditioned cab is totally impractical. We are moving away from the dusty bauxite.

Bobby Sowders stated that he plans to discuss the situation with Marco's replacement.

Jack McClain said if Bobby finds someone operating a bull dozer who has come up with a solution, we will go there and look at it. We have spent a lot of time investigating the matter. MSHA accepted the cool hat as an engineering solution. Tommy Johnson was fixed up with ear muffs. The other man wears plugs.

6. Stop signs - Joe Resendez stated that stop signs are being run by the truck drivers. Driver is not making a complete stop.

Bobby Sowders stated if there is a number on the truck--get the number and turn him in to the company.

Jack McClain stated we have a lot of leverage and when it gets reported, something will be done about it.

Bobby Sowders requested that everyone keep reporting items.

7. Micro Wave Ovens - H. Thinks that all are in use. Delete from the agenda.

8. Ladders - Alex Lopez - talked with Gus Darilek and nothing has been done about it. Alex and Bob to get together and take care of it. Gary requested Alex to get with Gus and order some new ladders.

9. First Aid Visits - A discussion was held. Ralph Leist stated that a letter has been put on the bulletin board that going to first aid would not be held against you. However, they are still filling out the III reports.

10. Showers - H stated we have not evaluated it. We are behind schedule and we know there is a problem. We have not analyzed it enough.

11. R-36 Spill ----- Jack McClain stated that he has not seen a big spill in R-36/ Drips--but not a massive spill. Jack McClain will investigate.

12. R-84 - Acid Hood - Irene suggested it be tabled for a future meeting.

13. Furnaces 9 and 10 - H stated we are going through the whole building doing a study on drainage. Will start the middle of the month--complete the middle of July. Long range study. Looks like we will replace 10% of the roof. Delete from

14. No. 3 Crane has tendency to roll. Joe Resendez said the brakes have been repaired. The operator says it is not rolling. Delete from the agenda.

15. Contractor Truck Drivers - Jack McClain talked to Barlund. Drivers are wearing safety glasses just to get by the guard. Specific incidents on two trucks. The drivers were told if they did this again, they would not be allowed in the plant. Delete from

Jack McClain is going to talk to F. A. Sharkey to get him to relay the message through the unit supervisors. He guarantees it can be controlled.

H stated that we had a problem with a concrete driver. We refused to let him unload his concrete. He had to deliver it some place else.

Bobby Sowders said we will continue to report them.

16. R-45 - A discussion was held concerning the draining of the lines. The drains have been revised and tanks will be looked at--being reviewed because of recent first aid visit. One of the main problems is we have been doing a lot of upgrading of the caustic cleaning.

Jack McClain will look into it.

NEW BUSINESS:

1. R-40 Seal Tank Pumps - Jack McClain informed the group that the R for A is in Pittsburgh. We hope to have it approved. This will involve abandoning the station and replacing it with larger pumps. All the mess will disappear. Situation will be cleared up within 9 to 10 months. Jack McClain will get back with the committee.

2. R-45 Caustic Overflows - MSHA saw some of the caustic on the ground. Dan Piwetz and Bobby Sowders talked to J. Kinder 3 or 4 months ago. John said we are not having that many overflows. Dan Piwetz has kept records on the spills and John Kinder agreed that we were having more than he thought. Delete from agenda

Jack McClain stated that we caught the overflow and what ran over was in the troughs. There is no reason for the overflows to occur. They are not writing up the near miss repor He has told them to go back and document. We must do the near miss reports and make a statement as to what we are going to do to prevent recurrence. Skip Clark publishe a letter to all supervisors informing them that they must do the near miss reports Jack McClain will look into the situation further.

3. Contractor X-raying pipe for Alcoa - Bobby Sowders informed the group that there are some men concerned about the dangers of radiation while contractor is x-raying pipe. They want an expert opinion. Alex called Irene and she was in contact with Chuck Brummett. Rudy Podhora also did some research. Rudy concluded that if they stay outside the barricade that is put up, they are safe from radiation. He further stated that we will get the Trinity Testing people to come in and explain it to us delete from agenda

Bobby Sowders agreed that this would be the proper thing to do. We are concerned and we want to know how far away we should stay to be out of danger and we would like to hear it from someone who really knows.

4. R-35 Drainage. Bobby Sowders talked to Jack McClain about drainage of F-6 tank. Jack McClain replied that the problem has been taken care of. delete from agenda

P36 Bobby Sowders has talked with Daughty Dunlap about a hand winch to remove the screen boxes. Screen boxes are now being removed with a block and tackle. A hand winch would help to ease the slipping hazard. We have talked to Daughty but cannot seem to get anything done about it. Remain on

5. Stairway leading to top of Caustic Storage Tanks at R-45 - Dan Piwetz stated that the stairway needs to be revised or reconstructed. Has been the scene of numerous near-misses in the past. Delete from agenda

Bobby Sowders and Dan Piwetz will get together and look at it.

6. Asbestos Rope and Gaskets - Bobby Sowders has talked to F. A. Sharkey about these items. He would like to know what the hazards are for tappers using the asbestos rope and the asbestos gaskets being used on crucibles, syphons and pouring spouts.

Wade Jenkins stated that we have not come up with a substitute that will do the job.

Dan Piwetz stated that a lot of dust comes off the rope. It was agreed that they would get with Rudy Podhora and check into the matter.

7. Lunch - Bobby Sowders stated that there is a need for some way for the employees to heat their lunches.

Wade Jenkins advised that hot plates have been ordered.

8. Masks - Bobby Sowders stated that potmen are complaining about having problems wearing the face mask. Bobby Sowders volunteered to go down and wear the mask and work along side the men to see if there is a legitimate complaint--will check to see just how difficult it is to breathe when wearing the face mask. delete from agenda

OPERATIONS SAFETY COMMITTEE MEETING - July 11, 1979

Present: Irene Scheffler, H. Floyd, Frank Mabry, Leroy Wagner, Dan Piwetz, Ralph Leist, Frank Kaspar, Joe Saenz and Jack McClain

Correction to Minutes: Change Item 7 - Delete sentence "H Floyd will check out the situation."

1. Dust Problem - Ventilation in R-16 Tunnel. Leroy Wagner reported that he got a couple of samples. His intentions were to get samples with the fan running, but electricians shut the power off. The reading was 39.9 milligrams/cu. meter without the fan running; 10.7 milligrams/cu. meter with the fan. This was air outside the airstream hat. There was a significant improvement with the fan. Four times less dust with the fan running. Man was on the east side of the hopper.

   Jack McClain stated that we will receive the last Suriname bauxite this week for the balance of the year; thus we are moving out of the dusty bauxite within two weeks.

2. Heater Top of R-25 - Leroy stated the heater was turned on for the first time since they changed the vents. There seems to be quite a bit of air and Leroy Wagner further stated that it blows the steam away and he feels it is going to work now. Delete from the Agenda.

3. R-146 Ventilation - Leroy Wagner stated that we need to have some baffles installed to turn the air down. The person on the floor gets no use from the air blowing through. All that is needed is a little metal baffle to turn the air down. H Floyd stated that he would take care that detail.

4. Showers - H Floyd stated that we have the pressure gauges, thermostats in and the water temperature has been regulated. Temperature is still a little too high. We may have an inadequate water supply. We will get the control devices in and try to make better distribution.

5. Bull Dozer Cab Enclosures - Dan Piwetz stated that Bobby Sowders still has not found any information on this item.

6. Ladders - Irene stated that the third rivet is being put in. We do not have enough information. Two of the 10-foot ladders were cut off and eight foot ladders were made of them. Received two new ones that are industrial strength. The ones we cut off will be satisfactory as 8-foot ladders, but should not be used in the plant as 10 footers.

7. R-36 Spill - Jack McClain reported that we had an instrument power failure. When this happened the tanks ran over. The need for the other stairway was not because of the liquor showering over, but because liquor was on the ground floor level. There is another access, however and we therefore do not have a problem. Delete from the agenda.

83-3875-05000-002 #8
Category Code

8. R--84 Acid Hoods - Frank Mabry stated that we have three on order. Delivery is for mid-September. We have approximately 12 people that can use them and we do have replaceable hat bands. Three acid hoods will do it.

9. R-45A Drain Lines - Dan Piwetz and Skip want to look at it. Dan Piwetz talked to Fred Carter and he sai d it was up to Kinder, Skip and McClain.

Jack McClain stated that it is not an issue with him. It is a maintenance issue and complaint. It is up to Fred to decide if it is a maintenance problem and if so, fix it.

H Floyd said he would look at it.

10. R-35 Winch - Irene talked to Albert Malaer and they have two on the thickeners. They are working out well. They do have open gears and they are concerned. They have looked at some with closed gears. Emmett Albrecht will look at it and he is supposed to have something done by the end of the month.

11. Asbestos Rope - Joe Sanez inquired and Leroy Wagner stated that we have found nothing to take its place. The rope used in Refining is not asbestos. That type of rope will not hold up in crucibles. Smelting gets their rope direct and it is stored in locked cabinets.

Irene added that the people should use proper protective safety equipment when using asbestos rope.

12. Lunch Rooms - Joe Sanez stated that the smelting area still does not have any hot plates, ovens, etc. It was reported that they are coming in but some rooms still without them.

13. Heat Bldg. 17 - Leroy has been getting some temperatures and humidity readings, etc. The fans have been checked out and two are not working. No 4 has no motor. No. 1 has bad bearings and is shut off most of the time. Three fans operating out of five. The highest reading Leroy obtained was 94°. In the middle of the day the humidity reading was 69%. When several people are showering at shift change, the humidity reading goes up.

Joe Sanez stated that the section gets pretty hot. July and August gets over 100°. The hottest part of the day is from 1 to 4 in the p.m.

Leroy volunteered to do some more tests. Would like to get some fans running. He stated that they are working on No. 4. The front one needs some bearing work on it.

14. Light on Overhead Crane in Potrooms - Joe Sanez stated that none have been fixed. He has requested that something be done about it, but nothing has been done.

15. Vehicle Traffic during Shift Change - Jack McClain and Frank Mabry agreed to check into the problem and they will work out a solutation.

16. Citations - Joe Saenz noted that citations are being issued for illegal parking at Gate 3A. He complained that he was ticketed for backing into a parking place. He was not in violation.

Irene Scheffler instructed him to take the matter up with Bobby Sheppard, Chief of Plant Protection

R. M. ROSE

POINT COMFORT

1977 July 20

MR. L. H. ORMSBY

VERNON WORKS

cc: (Letter only)
Mr. H. Banzett - Vernon
Mr. W. Yochum - Vernon
Mr. Robert Sharkey - Pittsburgh

RE: SAFETY RULE HANDBOOK

I am sending you three copies of Point Comfort's "Safety Rules" and safe practices book. We put this book together over a period of approximately nine months.

First of all, we named a Rules Committee. A production manager was selected as chairman and a cross section of superintendents throughout the plant made up the body of the committee. After it was formed and guidelines were given to each department head, we requested and received departmental safety rules. These rules were reaffirmed, revised or discarded by the committee. The members met a total of thirty times to develop the book.

This group remains active and meets at least one time per month. The chairman has been changed; however, we require a manager to hold this position--but basically the body of the committee remains the same. The Rules Committee revises the existing Rules Book and assures that it is kept up to date.

If any further information is required, please contact me.

R. M. ROSE

RMR/mg
Encl.

COPY

APC 004043

ALCOA

FROM L. H. ORMSBY

VERNON WORKS

TO MR. R. M. ROSE

POINT COMFORT

cc: H. Banzett
W. Yochum

1977 JULY 5

RE: SAFETY RULE HANDBOOK

Bob Sharkey told me that Point Comfort had created the best and most up-to-date Safety rule handbook in Alcoa. We are about to develop a handbook for the Vernon Works. I would appreciate your sending me two or three copies of your book with a brief explanation of how you went about writing it.

L H Ormsby

L. H. ORMSBY

LHO:bms

APC 004044

ALCOA

SF-4563 (REV 11 68)

FROM M. E. WAGNER
UNIT SUPERVISOR - PAINT & INSULATION

TO MR. J. K. MCCLAIN
SAFETY RULES COMMITTEE

→ R. E. Rose
Bldg. 1

1977 November 07

RE: EXCEPTION TO SAFETY RULE #3 ON PAGE 29

The Insulation Department uses a Ceramospray machine that blows insulation on tanks, vessels, large pipe, etc. A large hose is the carrier for the fibrous-type material. The size of the hose is approximately 2-1/2 X 50'. This machine is used almost constantly as it is a major improvement, particularly when insulating vessels and tanks, over previous methods. The problem is that the carrier hose frequently becomes choked up due to moisture (or even humidity can be a factor) in the material being sprayed.

According to Rule #3, Page 29 ("Compressed air must not be used to clear blocked or choked lines."), we cannot use plant air to clear our hoses. To unchoke our hose by taking it apart takes from one hour to eight hours as opposed to approximately ten minutes by clearing the hose using plant air.

I propose an exception to Rule #3, Page 29. By removing the hose from the blowers on the machine, laying the hose on the ground, securing each end to prevent undue or unsafe movement of the hose, and using plant air (90 lbs p.s.i.) to clear the hose; we could be able to continue work without vast amounts of downtime. The hose would be laid on the ground, barricaded, aimed in a direction where it could injure no one nor any thing. The persons using the air hose would be wearing a face shield in the event of a "blow-back". Should a "blow-back" occur, it would be equivalent to being hit with large cotton balls. To securely anchor the hose, we would lay the hose next to steel columns and tie them firmly.

I respectively request an exception to Rule #3, Page 29 of the "Safety Rules" book, Point Comfort Operations.

M. Edward Wagner
M. E. WAGNER

MEW/cmp

APC 004045

SAFETY POLICY

It is Alcoa's policy to conduct all of its operations in the safest manner possible in order that injuries to persons and damage to property and equipment shall be held to an absolute minimum. Safety is an integral part of production and must not be considered separate from production. An active program of accident prevention is conducive to favorable employee and public relations, demonstrating the Company's sincere interest in the welfare of its employees.

Accident prevention is a major responsibility of all management, and it must be placed on the same level of importance as costs, quality, and delivery.

The Safety Director must be available at all times to assist in maintaining and promoting interest and activity in the program. He must be completely familiar with the local plant operation and have active cooperation and assistance from all staff personnel who are in a position to make positive contributions. Safety indoctrination and training, careful supervision of job methods, and disciplinary action where necessary are all essential parts of the supervisory responsibility.

The basic approach to accident prevention is to eliminate the causes of accidents whenever possible. Mechanical and other safeguards should be incorporated in the design of equipment, or added to it when found necessary. Employees will be provided with personal protective equipment and clothing for protection against hazards that cannot be eliminated or adequately guarded. Generally this is done at no expense to the employee. Additional personal protective items may be made available at cost.

Many accidents and injuries occur despite adequate physical measures such as guarding, personal protective equipment, etc. Therefore, the human element must be relied upon to eliminate many injuries. Since education is one of the key factors in guiding human behavior, adequate measures should be established to promote daily safety consciousness on the part of every employee. Knowledge of the hazards and causes of accidents, together with the knowledge of how to prevent them and the desire to do so on the part of everyone are the most important safeguards against injuries.

Such safety consciousness must be promoted, and it is earnestly hoped that it will carry over into the outside lives of all employees. Such an achievement will aid in the reduction of the large number of avoidable non-industrial deaths and injuries which occur throughout the United States each day.

GENERAL SAFETY PROGRAM

INTRODUCTION

The purpose of this subsection is to outline a comprehensive Safety Program covering most of the potential areas of activity which will serve as a guide to the individual plant in working out its own local program. This outline lists most of the more important items, not with the idea that every item listed should be used in the local program, but rather that each plant will select such items as may be necessary to effect a strong program. The outline is in no way suggested as a complete summation of all of the factors which should be considered. The aggressive management, safety supervisor, or committee will think of other basic principles and ideas not herein listed which will add much to the effectiveness of the program.

I. OBJECTIVES

The primary objective of the Safety Program is to prevent injury to employees. Secondly, it is to prevent damage to equipment and plant property. Reaching these objectives will result in improved employee morale, better public relations, and decreased production costs.

II. ORGANIZATION

A. Safety Department

Each Works Safety Department shall consist of a full-time Safety Director (in the smaller plant, he will be assigned other responsibilities) and the necessary clerical help. The Safety Director will develop the local program and will attempt to keep all parts of it functioning properly. In order to accomplish this, he will need the full support of the entire management team on a continuing basis.

1. Safety Committees and their responsibilities

a. Steering Committee

The Steering Committee shall consist of six to ten top management personnel including the Works Manager (if he so desires) and the Safety Director. This committee will give impetus to the initial program and initiate critical or necessary changes as indicated by progress or lack of progress. This committee may be discontinued after the Safety Program is functioning satisfactorily.

b. Departmental Committees

All major departments shall have separate committees consisting of both management and non-management personnel who will meet once each month to discuss current safety problems and possible solutions. The number serving on these committees will be adequate for good coverage, remembering not to make them so large that they will lose effectiveness. These committees may meet together on occasion to see an exceptional movie or to hear a speaker.

c. Accident Investigation Committee

This committee shall have as members an Industrial Engineer, a Plant Engineer, several production people, the Doctor (if available), and the Safety Director who should act as Chairman. They will investigate all disabling injuries and recommend remedial action. They may also be utilized to do the same for a hazardous condition.

B. Medical Department

The Safety Director shall work closely with the Medical Department since the related interests in these areas require extremely close liaison.

III. DUTIES AND RESPONSIBILITIES FOR SAFETY

A. Supervisory

The primary responsibility for the safety of the employee rests with the supervisor.

He must provide adequate instruction and follow-up so that the job will continue to be done in a safe and efficient manner. He must emphasize his continuing interest in safety by setting an acceptable example. He will be required to hold safety meetings when indicated, conduct safety and good housekeeping tours as required, and continue to promote safety with the same interest he devotes to quality, production, costs, and delivery.

B. Safety Director

The Safety Director is a member of the Personnel Division and reports to the Personnel Manager or Administrative Manager. He does not have direct authority over the actions of any of the personnel in the line or staff organizations either management or non-management. He, therefore, does not issue direct orders, but works with supervisory personnel making suggestions and recommendations on the continuity of a good Safety Program.

The Safety Director is deeply interested and many times directly involved in the work related to Compensation claims and awards resulting from injuries or occupational disease. He compiles all the statistics required for local use and submission to Corporate headquarters. He utilizes certain medical records and first aid visits for control purposes. He assists departmental management in carrying out their safety programs in every way possible. The Safety Director recommends the type of safety equipment, apparel, and other protective materials necessary in order to provide adequate protection to all personnel. He keeps current on the latest developments in the way of equipment and methods.

In order to carry out his responsibilities properly, he must spend a good share of his time in the mill and other work areas inspecting for good housekeeping, safety violations, and hazardous acts. This is not meant to be a policing action as much as it is meant to identify areas where emphasis on safety has diminished.

The Safety Director coordinates his efforts with all line and staff divisions and works closely with Engineering on proper guarding of equipment, and with Purchasing in the acquisition of safety equipment, and materials.

C. Other Levels of Management

A great deal of the success of the Safety Program depends on the active support of the entire management team. The front-line supervisor promotes safe working procedures and safe environment only to the degree solicited of him by his boss. Therefore, a successful Safety Program commands the full support of the total management group by example and through continued promotion.

D. Employees

Employees must be instructed thoroughly in their basic responsibility to function on their jobs safely. When job rates are established, the hazards inherent in the job are given definite recognition; and the responsibility for the safety of others is also given consideration. Employees must be made to realize this and to appreciate that their supervisor will require them to follow safety rules and regulations and to avoid hazardous acts.

If and when employees are instructed properly so that they recognize the safety requirements of their work and they still persist in committing unsafe acts, they then must be penalized either by reprimand or lay-off depending on the seriousness of the offense.

IV. EDUCATION AND TRAINING

A. Supervisors

A good supervisor must be fully aware of his safety responsibilities and ready and willing to accept them. To develop this attitude, some training is necessary and programs can be made available through the Corporate headquarters.

Follow-up training is also required to keep the interest level at a point that will give maximum results. This follow-up training should be instituted by the Safety Director. Pamphlets and posters may be used to implement the follow-up training.

B. New Employees

New employees must be trained to recognize the hazards of their jobs and how to work safely so as to avoid injury. A moderate effort by the supervisor, if sincere and continuous, will lead the employee into a full recognition of the need to do his job in a safe manner. This training can be implemented by pamphlets on safety rules and regulations, posters, and occasional small group meetings in the mill possibly highlighting a specific safety problem. If group meetings are impractical, then the supervisor must cover specific items of safety with the individual employees on a regular basis. Job Safety Analysis shall be used in this training.

C. Job Safety Analysis

Job Safety Analysis shall be utilized to give follow-up training in safety to older employees who possibly have become lax in their recognition of the job-safety requirements, or have developed some unsafe habits. This should not be a substitute for the continuing safety follow-up for which the supervisor is responsible.

D. First-Aid Training

A short course in first aid is mandatory for supervisors, particularly on the fundamentals of transportation, treatment for shock, control of bleeding, and artificial respiration. Excellent films are available, but should be shown usually with a doctor present for answering questions. First-aid training may be offered to hourly and other non-exempt personnel.

V. REPORTS AND STATISTICS

A. Accident Investigation Report

This report should be initiated by the Medical Department and should be sent to the department where the accident occurred in order to implement positive and thorough investigation. It should be used for any serious injury that might prove to be disabling and/or requires the doctor's attention.

The Medical Department completes part of the form. The remainder is completed by the department concerned and returned to the Safety Department. It may not be necessary or advisable to have witnesses or the injured employee fill out their sections of this form.

B. Accident Investigation Committee Report

This will usually be made out by the chairman of this committee and will contain a full and detailed description of the accident and how it happened. It will also cover thoroughly future preventive measures.

C. Monthly Injury Report (S.F. 4501)

A Monthly Injury Report is prepared each month on all disabling injuries and distributed as seen fit at the works level and sent to the Corporate Office.

D. Near Lost-Time Accident Report (S.F. 3858)

This report is used on a local basis. It can be useful in preventing more serious injuries, and after analysis provides a remedy for avoiding a future accident of the same sort. This report should be the complete responsibility of the supervisor of the area involved. If effective, it will be used many times where no injury occurred at the time of the accident.

E. Accident Report

The form used is of the McBee system of accident report and analysis and should be filled out at the time of injury by the supervisor or first-aid attendant.

F. Miscellaneous Reports

1. Off-the-Job Disabling Injury Summaries should be sent to Corporate headquarters

every quarter and to the National Safety Council. These forms are available from the Council offices.

2. The necessary Government reports that should be made out with each disabling injury will be handled by the Safety Director.

3. The Monthly Summary Report issued by the Safety Department, Corporate headquarters, should be routed to all concerned management personnel.

VI. PROMOTIONAL ACTIVITIES

A. Safety Contests and Awards

1. Group Recognition

Recognizing an outstanding record is another method of stimulating interest in safety; the Safety Steering Committee should establish a plan for this promotion prior to the time of need. Recognition does not necessitate expenditure of monies; other means can be just as effective.

2. Individual Recognition

This can be another effective tool if handled properly. Award pins, and publicity in the works publications are most commonly used. Care should be taken that this does not become too burdensome or so frequently used that it loses effectiveness.

B. Rules and Regulations

1. General

Basic safety rules and regulations should be set up by the Safety Director with the help of the Steering Committee for overall plant use. Copies should be issued to all new employees. The Corporate office has issued a pamphlet entitled "Alcoa's Safety Policy, Rules and Regulations."

2. Departmental

Departmental Rules must be set up by the departmental management group with the help of the Safety Director and issued to departmental employees.

C. Publicity, Publications, and Posters

1. As favorable publicity is highly desired in relation to the Safety Program, close liaison between proper personnel and local newspaper contacts must be planned and continued.

The Safety Department should also provide material for the local plant publication on a regular basis.

2. Monthly safety publications such as "National Safety News," "Industrial Supervisor," and others received by the Safety Department should be routed to all concerned. These publications are furnished by the National Safety Council through the membership purchased by the Corporate headquarters.

3. Posters are available from the National Safety Council and can be ordered directly from the Council.

VII. INSPECTIONS

A. Good Housekeeping

A planned program of this type can prove valuable. It can act as a stimulant to keep the entire location more orderly and a safer place to work. A thorough inspection program should cover not only housekeeping but safe practices and safe conditions.

B. Safety and Maintenance

Maintenance engineering should include a definite safety inspection program and should cover all types of equipment, but particular emphasis should be placed on the following:

Cranes, hoists, cables, chains, hooks, slings, and all types of related hoisting equipment; trucks, both highway and industrial, ladders, boilers, elevators, conveyors, welding units and all types of fire fighting equipment.

1380000
59
1431000
59
1490000

January 22, 1974

MINUTES OF OPERATIONS SAFETY COMMITTEE

DATE: DECEMBER 26, 1973

PRESENT: Bill Ehlert, Ralph Leist, S. W. Marshall, F. J. Mabry, C. F. Scott, R. R. Sugg/F. A. Sharkey, B. J. Sowders

ABSENT: J. R. Davis, Phillip De La Garza, Douglas King, M. F. Jones,M.D Danny Sanchez

The following items were discussed;

1. Mr. Mabry reported that the drains on absorbers would be installed during our next shut down.

2. He also reported that plans are being made to install heaters and fans in the bagging area - Cryolite Departments.

3. In another report Mr. Mabry said that 68 new guards are being made and painted for mercury pumps, and these are being installed as they are finished.

4. Concerning the rotation of cell room employees, Mr. Mabry said that end boxes and mercury tanks are usually cleaned prior to their removal so "outside" people would not be exposed. Mr. Leist said that one problem was with heating of linings and men were told to wear respirators. Both Leist and Mabry were to review the current practice to assume that "outside" employees were properly protected.

APC 004066

5. Mr. Mabry also reiewed the problem of lime dust escaping from the kiln. This is mostly caused by clogging of the kiln and is because of the quality of shell we use. Several attempts have been made to evaluate the problem but no firm solution has been reached except to shut down the kiln for cleaning.

83-3515-00000:000 #1
Category Code

6. Mr. Marshall reported that a platform to be used when operating the 850 pound steam line was being designed.

7. Exit markings for R-110 are on order.

8. Eye wash fountain in R-110 is being installed.

9. The pipe rack at R-136 has been moved.

10. An R/A has been written to replace truck #210. It has been checked and is in safe drivable condition.

11. Bobby Sowders asked about the R-110 crane brakes. Sam Marshall said that the crane was probably not designed to have brakes on the bridge or trolley due to the types of work done with it. Bill Ehlert commented that brakes could be detrimental in operating this type of crane.

12. Bill Ehlert mentioned that a planned power shut down occurred the previous week and the Ingot plant was not notified. Sam Marshall and Claude Scott said they would review the situation with Power House Personnel.

The Meeting was adjourned at 4:45 p.m.

C. F. SCOTT

CFS:ms

FROM C. F. SCOTT

TO MR. O. L. ROYER
MR. H. P. ~~ARMINTROUT~~
DR. V. H. BARBOUR
MR. C. L. GREEN
MR. R. C. McCORMACK
MR. F. J. MABRY
MR. J. L. MINTER
MR. C. E. PARTLOW
MR. E. L. WAHLSTEN

~~May 29, 1973~~

RE: OPERATIONS EXECUTIVE SAFETY COMMITTEE

This Committee met on Tuesday, April 24, 1973, at 10 a.m. in the Think Room. The following members were present: H. P. Armintrout, F. J. Mabry, C. L. Green, R. C. McCormack, and C. F. Scott.

The first item on the agenda was a discussion of the revisions in the Danger Tag tagging procedure. First discussion centered around tagging on potroom cranes. It was agreed that yellow equipment dauger tags would be placed by electricians who work on potroom cranes and gantries. In all other areas, foremen would attach the yellow equipment danger tag. Another change was approved in Rule No. 7 so that equipment such as kilns and bucket elevators could be moved with the yellow equipment danger tag attached after foremen had ascertained that all personnel were safe, and that proper procedures were being used. The new rules were then approved by the Committee along with a script to be used in taping the new procedure for Plant use.

The next item on the agenda was a review of the progress made in getting safety shoes repaired through the Plant due to pressures from the Union to require the Company to pay for all safety shoes. It was felt that this subject should be tabled for the present time.

The meeting adjourned at 11:15 a.m.

C. F. SCOTT

CFS:gm

APC 004068

ALCOA

SF-4988 (REV. 11-68)

The Operation [illegible]
has been scheduled for Tuesday [illegible]
@ 1:00 PM in the Bldg. 1 [illegible]

Two items of interest will be "Operation
Manager Safety Award" and "Danger [illegible]

POSSIBLE CHANGES IN ACCIDENT PREVENTION GUIDE

PAGE 2 leave both rules
RULE 16 - REPEATS RULE ON PAGE 39, RULE 7
Don't RULE 17 - REPEATS RULE ON PAGE 5, NO. 4
leave ↑ Take out ↑

PAGE 3
RULE 23 - REPEATS RULE ON PAGE 16, RULE 4
RULE 24 - REPEATS RULE ON PAGE 33, RULE 2

✓ PAGE 7, RULE 4 - SHOULD WE INCLUDE STANDARD SIGNALS

✓ PAGE 8, DELETE LAST PART OF RULE 6
✓ PAGES 10, 11 REVISE THE "USE OF SAFETY MEN IN CABS."
✓ PAGES, 12, 13, 14, 15 - DANGER TAG RULES - ALL NEW.

✓ PAGE 18, RULE 4 - CHANGE PHONE NO.

✓ PAGE 20, SMELTING PLANT ENGINE HOUSES AND R35 GROUND FLOOR STORAGE AREA - ARC WELDING PERMITS REQUIRED

✓ PAGE 22, PARAGRAPH D, PHONE NO. CHANGE.

✓ PAGE 27, RULE 3. IS THIS INFORMATION CORRECT?

✓ PAGE 33, RULE 1. REWRITE TO CONFORM TO DANGER TAG RULE

CHANGES - CONT'D.

✓ PAGE 34 - RULE 6 - SHOULD BE IN SAFETY APPAREL SECTION - REPETITIOUS

✓ PAGE 35 - RULE 7 - TITLE CHANGE - ENGINEERING - MANAGER.
RULE 9 - LAST LINE DOES NOT AGREE WITH DANGER TAGGING PROCEDURES

✓ PAGE 38 - RULE 7 - IS THIS ENFORCED

✓ PAGE 39 - ARE WE ENFORCING RULE 1

✓ PAGE 40 - RULE 5 - OUR LANTERNS ARE NOT SO ATTACHED.
RULE 6 - DOESN'T APPLY ON TRACKS WEST OF MACHINE SHOP.

✓ PAGE 41 - RULE 1, e - SHOULD THIS BE CHANGED?

✓ PAGE 42 - RULE 9 - DOES NOT SAY EXACTLY WHAT WE REQUIRE
RULE 12 - SHOULD SAY LIFE VESTS - COAST GUARD APPROVED
RULE 13 - REPEATS RULE 1 ON PAGE 43
RULE 14 - REPEATS RULE 1-e, PAGE 41

✓ PAGE 45 - FIRST 6 GENERAL RULES COVERED ELSEWHERE -

APC 004071

CHANGES CONT'D

✓ PAGE 52 - RULE 14 - SHOULDN'T WE GUARD ALL CROSSINGS

✓ PAGE 54 - RULE 9 - SHOULD BE "62 TON CRANE"

✓ PAGE 56 - DO WE ENFORCE RULE 6

✓ PAGE 58 - SIMILAR TO RULE 9, PAGE 42 - SHOULD IMPROVE WORDING

✓ PAGE 64 - RULE 2 - SHOULDN'T THIS BE BLUE FLAGS?

✓ PAGE 65 - PARAGRAPH "A" - WE REQUIRE EAR PROTECTION IN ALL POWER HOUSES

✓ PAGE 66 & 67 - THESE RULES ARE ALL CHANGE

~~O. L. Rogers~~

File

MINUTES OF OPERATIONS SAFETY COMMITTEE MEETING
JUNE 27, 1973

PRESENT: H. P. Armintrout, Pete Cavazor, Leo Garza, R. C. McCormack, Louis Starns, Danny Sanchez, D. L. Emery, C. F. Scott.

ABSENT: Dr. V. H. Barbour, J. R. Davis, Phillip DeLaGarza, F. J. Mabry, F. M. Mabry, C. N. Roemer.

Safety Meeting for Janitors - C. F. Scott reported that this department had not been having regular meetings, but monthly meetings would be scheduled in the future.

Enlargment of lime scrubber doors - engineer has been assigned to the project to investigate possibility of either enlarging doors or developing better way of cleaning out. One problem is that enlarging doors could possibly weaken structure so other methods must be studied.

Briquette Loading Chute - doesn't lend itself to total enclosure. A new bottom has been put in chute. Will either clean or repair plexiglass. This should protect men.

Air conditioning of lunch rooms is only for purposes of cleaning the air and not for keeping people cool. Cavasos said the complaint is because of the fans pulling in dust and asbestos. Armintrout reported that they have changed to material that does not contain asbestos. Also bad water leak in 54E.

L. Starnes talked about problems with vortex tubes not working and that we need some understanding between foremen and employees about what to do when they don't work.

Scheduled next meeting for July 25.

D. L. EMERY

kgh

B-3875-09000-002 #4
Category Code

APC 004073

MINUTES OF OPERATIONS SAFETY COMMITTEE MEETING
FEBRUARY 28, 1973

PRESENT: Fred Mabry, Leo Garza, C. W. Roemer, Frank Mabry, Claude Scott, D. L. Emery, Joe Rumble, Phillip De La Garza, and Pete Cavazos.

Frank Mabry reported on pumping of Weipa bauxite. It is recognized that housekeeping is below par and that we have to eliminate the liquor spillage. We should avoid excess traffic in this area until we get the system developed. There are hazards here which the people involved have been instructed on, but extra traffic should be avoided. It was also noted that there were traffic problems in the bauxite buildings - tractors are coming out onto roads and have nearly hit vehicles. Frank Mabry said we dumped a bunch of bauxite at "A" tower that had to be moved but we don't want these tractors on the streets. We need to reroute traffic by R-84, particularly at night. Frank Mabry will see if something can be done here. Mr. Roemer reported that vehicles are driving at night without lights and Fred Mabry reported street lights are out all over the plant.

Claude Scott reported on the lost time accident at the Ingot loading dock. Fred said he didn't get notified. Claude said he couldn't find him but notified Terry Bonds instead. In connection with this accident, the use of a rail was discussed. A raised lip was suggested as a warning. Joe Rumble said they were taking a good look at safety considerations in this area.

Mr. Roemer reported he fell in the shower the other night. Claude said he had non-skid material on order.

Claude Scott reported we had just recently obtained membership in Wise Owl Club. We have two eligible employees for this club. He also reported on our 1972 safety performance and presented a graph showing relations of dispensary visits with lost time accidents, plus a chart showing the type of injuries.

Hand - Arm	936
Foot - Leg	292
Face - Head	147
Eye	424
Body	336
Other	80
TOTAL	2215

Joe Rumble reported on fumes at pig molds. Found trouble with blast tips on 700# mold line. Since we will continue to operate 50# mold line, an EWO is out to bring the 50# mold line up to the same standards as the others. Pipefitters have gotten behind on maintenance of pig heaters but they are working on it now.

Fred Mabry stated the grating program had stopped at R-300. D. L. Emery will check on it. Also, there are grating problems in the Potrooms and these are getting worse. A lot of grating is upside down, and a lot of it rolled up because of insufficient bolts in them. Potroom 20 has no filters on air supply for space suits - water comes out.

Article 24 of the contract set this committee up with certain rights for bargaining unit. Fred wants to know about investigative rights of union members on committee. Claude says he has no objections to members checking on these as long as reasonable precautions are taken to insure that their work does not suffer.

Fred Mabry says there are some rumblings about non-conductive shoes without arch supports. Claude Scott stated that he was only talking about eliminating nails in shoes.

D. L. EMERY

June 5, 1973

REVISED DANGER TAG RULES

(To replace rules on pages 12, 13, 14 and 15 in Accident Prevention Guide.)

1. Production foreman or other specially authorized personnel shall see that all machinery and equipment are maintained in a safe condition, or tagged out with a yellow equipment danger tag when unsafe. This tag must be placed on the closed valve on pipelines or air operated equipment, or on the main open power switch on electrically energized equipment. In certain areas where production foremen may not be available, maintenance foremen who are authorized by operating supervision can act as the specially authorized person qualified to attach yellow equipment danger tags. EXCEPTION: Potroom Foremen are not required to tag out potroom cranes, jack motors and hot metal gantrys with yellow equipment danger tags. Authorized maintenance personnel will have this responsibility.

2. Maintenance personnel are specifically authorized to attach yellow equipment danger tags as described in Rule No. 1, in addition to previously installed yellow tags as per Rule No. 1, where the activities of the respective crafts render the equipment to be potentially hazardous, either to the equipment itself or to other personnel in the area. It is imperative that the craft involved be specified on these additional yellow tags.

3. Each employee, before doing work in which he could be endangered by equipment movement or flow of materials through pipelines, shall attach his own personally signed white personnel danger tag to the main open power switch on electrically energized equipment, or to the closed valve on pipelines or air operated equipment. This tag should be attached in addition to the yellow equipment danger tag attached by the foreman or other authorized person. When no longer needed, danger tags should be removed according to procedures specified in Rule 6.

4. A pushbutton switch shall not be tagged. However, it can be used to check to see that the proper circuit is isolated when the main power switch has been tagged in the open position.

5. Danger tags must never be used to tag an open valve or a closed or energizing switch.

6. A white personnel danger tag may be removed only by the person who attached it, or by a supervisor in the same craft or department who has thorough knowledge of the process or equipment and can safely assume the responsibility for removing the tag. If an individual leaves the job before the work is complete, he shall remove his white personnel danger tag but leave the yellow equipment danger tag in place. Removal of yellow equipment danger tags shall be done by the production foreman or by specially authorized personnel in the same craft to which it pertains.

7. Locks may be used in addition to but not as a substitute for danger tags to secure switches in the open position.

8. When necessary to start and stop equipment or machinery, such as elevators and kilns, during adjustment or repair or to energize such equipment for test purposes, the operating or production foreman in charge may temporarily remove the yellow equipment tag to permit this type of test. An approved procedure must be used in these cases to properly safeguard all others who may be subject to the hazards of such operation. If, at the conclusion of the testing period, the equipment is still inoperative, yellow equipment tags shall be replaced by the craftsman or foreman involved.

9. For equipment such as slurry mixers, digester, ball mills, etc. which are large enough for personnel to enter and be caught in moving parts, danger tags alone shall not be considered sufficient protection. This equipment shall be danger tagged in the prescribed manner and the drives mechanically disconnected as an added precaution. NOTE: An addendum to this rule concerns the pasta mixer in the Electrode Department. On this equipment, the main power switch gear will be opened and a yellow equipment danger tag shall be attached by the Electrical Department which will also pull the fuses. The Maintenance Mechanics will then disconnect the drive as prescribed in this rule. The air cylinders which operate the valve which controls the flow of hot pitch into the mixer will also be disconnected and danger tags attached before entry is made.

10. Production foremen in the Smelting Power Department shall now use yellow equipment danger tags to secure equipment. This department is the only department authorized to use color-coded personnel danger tags to identify crafts and operating personnel.

FROM N. V. LUBBERS
CHAIRMAN
SAFETY ACTIVITIES COMMITTEE

TO MR. O. L. ROYER
CHAIRMAN
EXECUTIVE SAFETY COMMITTEE

09Jan75

RE: SAFETY ACTIVITIES COMMITTEE FOR 1975

Listed below are proposed members of the Safety Activities Committee being submitted for approval to the Executive Safety Committee.

Chairman - N. V. Lubbers, Electrolyte, Refining

Vice-Chairman - To be nominated by Executive Safety Committee

Members - W. R. Tatum, Public Relations

Cliff Watson, Safety Department

I. G. Hajovsky, Ingot Plant, Smelting

J. H. Burleson, Potrooms, Smelting

R. A. Bruner, Technician, Refining

P. D. Baker, Maintenance Mechanic, Smelting

D. R. Kinsfather, Pipefitter, Refining

G. H. Franklin, Precipitation, Refining

Dale Smothers, Accounting

Gladys Arnold, Recording Secretary

GEORGIA YARBER - TECHNICIAN

The vice-chairman of this committee still needs to be nominated by the Executive Safety Committee to complete the 1975 Safety Activities Committee roster. The recommendation is made that the vice-chairman be selected this year from engineering, maintenance, or power departments. Some recommendations for this office are Don Wilson, Howard Keller, David Gann, Tom Stellman, Walter Pou.

The first meeting of the 1975 Safety Activities Committee is tentatively scheduled for January 22, 1975 and the vice-chairman should be selected prior to this date so he can attend the initial meeting.

N. V. LUBBERS

NVL/jt

APC 004076

ALCOA

SF-4868 (REV. 11-68)

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 March 17

Present: Messrs. J. Quaglia, C. C. Douglas for J. K. McClain, K. R. Flessner, T. E. Lowe, R. O. Leist, S. M. Davis, P. J. Michalik, L. F. Wagner for R. E. Podhora, R. E. Miller, L. F. Hiller, H. M. Stallman, L. F. Schaller, Ms. I. C. Scheffler

Absent: Messrs. R. L. Kerr, C. Martin, R. D. Fitzgibbon, A. Arkadie, F. Atzenhofer

J. Quaglia updated the Committee about the MSHA visit from March 9 through March 11 by Mr. J. W. Fowler and Mr. R. W. White and again on March 16 by Mr. Fowler and Mr. Alex Baca. He mentioned that 14 citations were issued, ten of which were cited to Alcoa and four to Rexco. The first visit involved jurisdictional and other discrepancy problems; i.e., the inspectors did not want to fill out our visitor passes. It amounted to a communications breakdown which was resolved during the second visit. MSHA visits allow us to evaluate our safety program. This is another form of auditing.

Mr. Quaglia thanked F. Atzenhofer, S. Davis, R. Podhora, L. Wagner, and T. Lowe for their help during the visitations. He also complimented the members of the Fire Brigade on their response time for the fire drill, stating the inspectors were impressed because it was the fastest response at any plant.

Mr. Quaglia mentioned that two of the citations were issued because of heavy equipment not being equipped with fire extinguishers. The rule stipulates that fire extinguishers need to be readily accessible. MSHA is in the process of defining what readily accessible means; we interpret it to mean "in the area".

C. Douglas, spokesman for J. McClain, clarified a statement made by MSHA representative during wrap-up session involving possibility of someone being covered with bauxite on the ships. Unit supervisors, dock supervisors, and members of "A" and "B" Shift crews were talked to and no one knew of any case where exposure was a problem. Mr. C. Martin, who is very familiar with the whole process, did cite a conversation with Mr. Marvin Brunner once pointing out where bauxite had built up in a corner. However, it was decided that no one would go in until rectified. It was determined that MSHA inspectors misinterpreted this conversation or was referring to something that happened 15 years ago.

Serious Injury #6, Robert Marek, was discussed. Mr. Marek was attempting to set up a 20" Monarch lathe in the Machine Shop to cut a collar from a casting. In the process, Mr. Marek's dial indicator caught on an eccentric part of the casting and resulted in the dial indicator stand being pushed into the cross feed base. Mr. Marek suffered a partial amputation to his right little finger which was pinched between the cross feed base and the stand.

Alvin Bomba, Serious Injury #25 of 1981, is the only injured employee who has not returned to work.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (H. M. Stellman)

   There are still complaints about temperature of water. H. Stellman stated the rest of the handles would be delivered by the end of the month. In the meantime, we will put tags on the showers involved and no one is to use them until handles are installed. Mr. Stellman was under the impression that other showers were repaired. (It was mentioned that approximately 20 controls were installed on a test basis; however, after one year they failed. Therefore, by the end of this month, we will go back to the individually controlled type.)

2. R-87 Cryolite Bagging Operations (respirable dust) (R. L. Kerr)

   Cryolite operation will shut down in April. Remove from agenda.

3. R-84 - #10 Screw Motor (confined work area and fumes) (H. M. Stellman)

   H. M. Stellman will confirm that problem has been solved. Delete from agenda.

4. R-30 Cool Vest for Heater Overhauls (heat exposure) (J. K. McClain) - Tickle April, 1982

5. Rescue from Hold of Ship (define procedure) (L. F. Schaller) - Tickle April, 1982

6. Opening Rail Car Hoppers, R-53 (back strain and pinch-points) (H. M. Stellman)

   Mr. Stellman stated that E. Johnson is preparing cost estimate on E.W.O. even though number of cars is minimized. Check with Chemicals Supervision to see if car opener is needed in this area.

7. Breathing Air Supply (contamination problems) (R. E. Podhora)

   Dr. Schaller pointed out that two work orders are out to evaluate two different systems to resolve problems. The cascade filtering system provides protection to a great degree. But they are looking at a separate air system for the whole plant. The other solution is also expensive--air carts to provide compressed air for breathing on site. Other ways are being researched along with hazards to be evaluated as well. The pH monitoring device may not be as reliable as previously thought and would require a lot of maintenance.

8. Vehicle Safety (excessive speed and moving violations) (I. C. Scheffler)

   K. Flessner brought up the excessive speed of some Pettibone drivers in the plant. He suggested that the 15 m.p.h. speed limit be lowered for these vehicles and that this be put in their J.S.A. J. Quaglia will review applicable J.S.A.

9. Noise Problems at R-136A (fans need noise control engineering) (R. E. Podhora)

   Parts are ordered and have not come in as of March 15. Leroy Hiller stated that noise barrier will be here and installed in April. Tickle April, 1982

APC 004016

10. Chlor-Alkali (status of type of respirators to be used) (R. E. Podhora)

MSA respirators have been chosen. Delete from agenda.

11. Machine Shop (lighting problems) (L. F. Hiller)

T. E. Lowe suggested that some panels could be opened up for natural lighting and suggested the possibility of using skylights. Tickle May, 1982

12. Top of R-25 (dust problems) (J. K. McClain)

Electrical engineer is trying to get estimate and make recommendations of what can be done with the large panel. Hopefully, a smaller panel can be used. The dust problem is better because we are not getting in Surinamm ships. We may enclose what we now have, but this is not yet determined. T. E. Lowe brought up the lime fume problem from lime slaker on the ground level of the south side of 25. Mr. Douglas has discussed it with C. E. Steele and J. K. McClain who want to keep involved in this. W. D. Holmes is also actively working on this.

13. Acceleration Lane on Highway 35 (J. Quaglia)

J. Quaglia will contact the Texas Highway Department.

NEW BUSINESS:

1. North Side of R-144 Oilhouse (revision of sign) (J. Quaglia)

R. O. Leist stated that at the oilhouse by 45 there is a flashing light and a sign which states, "Watch out for Equipment". Since pedestrians travel this area, sign should state, "Watch out for Pedestrians and Equipment". J. Quaglia will handle.

2. Manlifts (warning devices to indicate movement) (J. Quaglia)

R. O. Leist mentioned that there are inconsistencies with safety equipment on manlifts. Several don't have flashing lights and backup alarms. J. Quaglia will review standard to determine requirements. Letter from Pittsburgh on this matter will also be reviewed.

3. Scaffold Boards (quality of inspections) (J. Quaglia)

K. Flessner pointed out we need better system of inspecting ladders, scaffold boards, etc. Different toolrooms are tagging them without actually checking them for faults. J. Quaglia will discuss matter with H. P. Bledsoe and J. L. Tew.

4. R-45 North Elevator Repair (near-miss accident) (R. D. Fitzgibbon)

Mr. P. J. Michalik brought to the attention of the Committee the mishaps occurring while repairing the R-45 north elevator. Do we have any E.S.A.'s or J.S.A.'s written for performing maintenance on this equipment? Was a near-miss accident investigation completed for the 1982 March 15 incident?

DISCUSSION:

1. Safety Poster Contest

J. Quaglia told Committee members to "talk up" the Safety Poster Contest and get people involved. He stated that a memo will be issued to supervisors to discuss the contest at toolbox safety meetings and any other safety related meetings held.

2. Silvas - LWDC

Mr. P. J. Michalik discussed the importance of listening and responding to safety suggestions prior to accidents occurring. Paul commented that the problem which resulted in the accident to Mr. Ruben Silvas had been discussed in departmental safety meetings prior to Mr. Silvas' accident. We must continue to strive for safety excellence. It is much easier to become a believer after something occurs than before. In the future, however, one of our key concerns will be the need to better analyze potential accidents and eliminate causes.

3. Fume Problem - Spent Liquor Tanks

Mr. P. J. Michalik also commented that a fume problem had occurred while cleaning one of the department's spent liquor tanks. R. Podhora was summoned and air horns and respirators were utilized to solve the problem. Better lines of communication would help to minimize these problems in the future. Hourly employees must present noted problems to their supervisors so that appropriate actions can be taken. We also need to more thoroughly "think through" potential problems before we start new jobs by planning for safety.

J. QUAGLIA/cmp

File
OSHC

From: R.G. Sheppard
Security

TO: Safety Dept.

1982 Apr. 13

Re: Traffic OBSERVATIONS & VIOLATIONS observed

I. Moving violations

In plant - NO TICKETS issued - SEVERAL verbal WARNINGS
PLANT Roads - 15
Hours surveying - In plant 4.6 HRS
Outside plant 13.5 HRS
} 3 month 15-20 min at time

II Parking violations
In plant - NO TICKETS Issued
Parking lots - 14 TICKETS Issued
(2 were second offenders - Incident reports written.)

III Contractors
In PLANT - 1 Speeding 21 MPH
on PLANT Roads - 2 Speeding (1-23 MPH)(1-24 MPH)

Speed job
lots of observations

APC 004019

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 February 10

Present: Messrs. J. Quaglia, P. J. Michalik, T. E. Lowe, R. O. Leist, C. Martin, R. G. Sheppard (guest), R. R. Ripley for L. F. Hiller, S. M. Davis, R. L. Kerr, R. E. Podhora, R. D. Fitzgibbon, L. F. Schaller, J. K. McClain, H. M. Stellman, and Ms. I. C. Scheffler

Absent: Messrs. A. L. Arkadie, F. Atzenhofer, K. R. Flessner, R. L. Miller

J. Quaglia reviewed the latest serious injuries, making a total of five (5) so far this year, two of which are recorded in the Operations Variance category. George Osina broke his little toe in the showerhouse. Because it was a fracture, no matter how minor, it is considered a serious injury. Ruben Silvas was working in the Precipitation Department with a jackhammer trying to dislodge a piece of scale which was lodged when another piece fell and hit the bar he was using. This pivoted and struck him alongside his face. He is in the care of an ear specialist and it is not known yet whether or not he has a fracture in his ear. Also, he sustained a perforation of the eardrum which will heal itself. This was a lost work day case. We are working on a means of improving how we do that job. An E.W.O. request study has been done. Some means of communication (i.e., lights) is needed between employee in the tank and outside.

The CORE graduation dinner was briefly discussed by Mr. Quaglia. He told everyone to expect an invitation in the mail.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (H. M. Stellman)

   There was still a problem with the last two stalls, which have one mixing valve for the two individual stalls. Paul Boepple found the problem (thermostat doesn't work; control of water is the problem) and was supposed to rectify it. It was decided that H. M. Stellman and R. O. Leist would look at showerhouse problems together.

   R. D. Fitzgibbon suggested that we need a better means of identifying the perimeters of the safety items before we tackle the issue and define solutions. J. K. McClain suggested proprietor personnel handle the problem via the green suggestion book. R. R. Ripley discussed the ventilation problem mentioning two of the three heaters did not work. The materials to complete the job won't come in until March. However, some parts did come in and one heater was to be repaired. W. R. Rogers is looking at the door situation to determine feasibility of having swinging doors to make sure they stay shut. He is also studying control buttons on the wall. R. D. Fitzgibbon mentioned that J. L. Palmer has initiated a program of inspection which should halt a lot of the problem.

2. R-87 Cryolite Bagging Operations (respirable dust) (R. L. Kerr) - Tickle March, 1982

APC 004020

3. R-84 - #10 Screw Motor (confined work area and fumes) (H. M. Stellman) - Tickle March, 1982

4. R-30 Cool Vest for Heater Overhauls (heat exposure) (J. K. McClain) - Tickle April, 1982

5. Rescue from Hold of Ship (define procedure) (L. F. Schaller)

   Dr. Schaller will be doing in-plant rescue which will be part of the training. They have started on the new E.C.A. course. Tickle April, 1982

6. Opening Rail Car Hoppers, R-53 (back strain and pinch-points) (H. M. Stellman)

   They are looking at rail-mounted opener. E. Johnson, C. Douglas, and J. K. McClain are still looking at problem. One barge a week will continue to be loaded by rail car (just to check weights); however, the long-term activity of loading cars is in the Chemicals area.

7. Breathing Air Supply (contamination problems) (R. E. Podhora)

   C. Harris, L. Stringham, H. Skow, and R. Podhora visited DuPont to see operation of breathing air into bottles or cylinders. Not suitable for our needs. An E.W.O. has been typed for a unit which will have a separator device for plant air coming in, a Ph monitoring device, and also an alarm device could be installed so no further contaminants could get in the system. This should result in a quality of air to be suitable to breathe. The system will be mobilized and have enough capacity to service a typical crew of four or so. R. E. Podhora will work closely with R. R. Ripley to insure the system is reliable. The filter for the device will need to be checked periodically.

8. Vehicle Safety (excessive speed and moving violations) (I. C. Scheffler) Tickle April, 1982

9. Noise Problems at R-136A (fans need noise control engineering) (R. E. Podhora)

   Alex Slate is engineer in charge. Tickle April, 1982

10. Dust at #3 Belt (hygiene problems related to eating) (J. K. McClain)

    Doghouse is built; operators are pleased. Delete from agenda.

11. Chlor-Alkali (status of type of respirators to be used) (R. E. Podhora) Tickle March, 1982

12. Machine Shop (lighting problems) (L. F. Hiller)

    We need to resolve the specifics of the problem because complaints vary. We have looked at other locations who have similar lighting. It would cost 1/4 million dollars to redo all lighting. We have $130,000 tied up in lights since 1977. R. D. Fitzgibbon commented that we will continue to work on this issue until solution is obtained.

13. Top of R-25 (dust problems) (J. K. McClain)

We will proceed at a logical pace with idea of getting a dust protectant device, modernizing the electrical panel, enclosing the area, and putting a dust sample on it. R. R. Ripley will get estimate of cost to replace electrical panel to 4' panel.

DISCUSSION:

1. Acceleration Lane on Highway 35

T. E. Lowe asked that we contact the Texas Highway Department and request an on-ramp for Highway 35. R. G. Sheppard stated that there are only 350' before the ramp would run into a culvert. Major construction would have to be performed and, therefore, expenses would be too great. Also, people turning into the plant would have to be extra careful.

J. QUAGLIA/cmp

OPERATIONS SAFETY AND HEALTH COMMITTEE
1982 January 13

Present: Messrs. A. Arkadie, R. Leist, C. Martin, J. Quaglia, R. Miller, T. E. Lowe, H. M. Stellman, R. D. Fitzgibbon, L. F. Schaller, R. E. Podhora, L. F. Hiller, F. Atzenhofer, G. Beeler for R. L. Kerr, K. Flessner, C. E. Steele for J. K. McClain, and Ms. I. C. Scheffler

Absent: Messrs. S. M. Davis, P. J. Michalik

Joe Quaglia, the new Safety Manager, introduced himself to the members of the Committee. Serious Injuries #24 and #25, the last two injuries occurring in 1981, were then reviewed by Irene Scheffler. Leroy Hiller relayed information about Serious Injury #1 for 1982 and told of a survey conducted by H. P. Bledsoe's Civil Maintenance organization in which all gates throughout the plant (including surrounding areas such as mud lakes) were being studied as a result of the injury. Preliminary results revealed 75 gates were considered potential safety hazards. Locations of these gates are being charted on a plant map for further review. J. Quaglia pointed out that Roundup coverage (including picture of gate through scooter) would further warn employees of potential dangers associated with gates. J. Quaglia then reviewed Serious Injury #2 and a discussion arose about problem of payloaders maneuvering in certain areas causing a pinch-point hazard. Irene Scheffler commented on why it is not feasible to put overhead guards on payloaders (have to gain access to certain areas; clearance reasons). An alternate solution would be to restrict those vehicles from that area. Mr. Quaglia mentioned the Paste Plant's previous excellent safety record and pointed out that it is easy for employees to become vulnerable and complacent and extra precautions should be taken in areas such as these to develop awareness. The incident involving the accident of the ambulance in transit to the hospital was also mentioned by Mr. Quaglia in which Mr. Salazar sustained more injuries and Head Nurse Nancy Beeler suffered a leg injury.

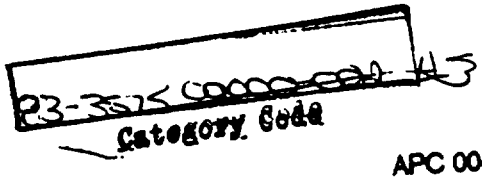
Mr. Quaglia commended the Committee for their support and contributions to the safety effort mentioning that our S.I.F.R. goal for 1981 was 2.11 and we finished with a S.I.F.R. of 1.67, which is 20% better than what the goal was.

OLD BUSINESS:

1. R-146 Showerhouse (poor ventilation and water temperature) (H. M. Stellman)

   All mechanical work is complete on the individual fans for the aisles; waiting on completion of electrical. No more complaints on problems of cold and hot water surges; pretty consistent. Since influx of cold weather, there is a problem with ventilation and heat. (Some vents are not closing off properly.) One heater, at present, is inoperative; P. Gayle is arranging to get parts ordered. H. M. Stellman will get with A. Lopez, R-148 Electric Shop, to discuss ventilation and heating problems.

2. R-87 Cryolite Bagging Operations (respirable dust) (R. L. Kerr) - Tickle March, 1982



3. R-84 - #10 Screw Motor (confined work area and fumes) (H. M. Stellman) - Tickle March, 1982

4. R-30 Cool Vest for Heater Overhauls (heat exposure) (J. K. McClain) - Tickle April, 1982

5. Rescue from Hold of Ship (define procedure) (L. F. Schaller)

   Practice run of this rescue with ECA training crews will be held as a part of their training this spring. Guards and medical people will set up a schedule to work through other places in order to get more familiar with plant. J.S.A.'s for this specific rescue are complete and have been distributed. (J.S.A. No. 54.1 should be a part of each J.S.A. manual in the Raw Materials Department.) Medical and Plant Protection are looking at different areas on a spontaneous basis and will depend on nearby employees for input of the best ways to extricate an injured employee.

6. Opening Rail Car Hoppers, R-53 (back strain and pinch-points) (H. M. Stellman) - Tickle February, 1982

7. Breathing Air Supply (contamination problems) (R. E. Podhora)

   Since the last meeting, Mr. Podhora has prepared a written procedure on use of filters (Norgren, Bullard). A group of Alcoans will go to DuPont to see how Arthur Brothers uses cylinders. Also shown to the Civil Maintenance group was a Sound-on-Slide which shows a number of suggestions for ways we can treat our plant air to be used for breathing air. It recommends a design for a specific portable unit with parts (water separator filtering device). One of our major problems with plant air or portable compressors is fear of process liquor overflow which we have no control over. We could use a device which would monitor Ph to alarm us.

8. Vehicle Safety (excessive speed and moving violations) (I. C. Scheffler)

   All moving and parking violation tickets will go to superintendents instead of supervisors beginning 1982 January 01. Discussed steps in various departments now taken when supervisor receives tickets. R. G. Sheppard will now supply Ms. Scheffler, on a quarterly basis, with number of tickets and detail of each. Also, it was pointed out that if, during their routine daily checks, guards discover roads that are blocked without having received proper notification, they will correct the situation at that time.

   C. E. Steele challenged the idea of leaving it up to "when a guard has some free time" he will do violation checks. He suggested a schedule be set up.

   I. C. Scheffler pointed out that the biggest problem occurs on the main plant road (people passing; traffic jams at 4:30) and in the plant (rolling stops and not observing stops at railroads). Tickle April, 1982

9. Noise Problems at R-136A (fans need noise control engineering) R. E. Podhora)

E.W.O. was initiated to install enclosure around three stalls.

10. Dust at #3 Belt (hygiene problems related to eating) (J. K. McClain)

Relief is sent so employees can go to R15L to eat. A decision was made to build a new larger ~~lunchroom~~ rather than patch the old one. Job is in progress. Podhora

11. Chlor-Alkali (status of type of respirators to be used) (R. E. Podhora)

Mr. Podhora is still working with Robert Trevino on this issue. The type of respirator we may use is stocked with parts in the Storeroom. People seem to like them.

12. Machine Shop (lighting problems) (L. F. Hiller)

Metal type guards for the bottom of lights have been ordered. Should receive by 1982-01-27. Fred Carter in Pittsburgh is doing a study of lighting throughout Alcoa. The Electrical Department (David Morales) is studying the problem also.

13. Top of R-25 (dust problems) (J. K. McClain)

R. E. Podhora stated dust sampling not done yet. They are considering enclosing the control panel. C. E. Steele will find out status after meeting with Engineering supervisors and will update.

NEW BUSINESS:

1. R-300 Fork Trucks Crossing Trenches (stability problem) (R. L. Kerr)

Ralph Leist brought up the unsafe condition of fork trucks having to cross ditches equipped with gratings. He suggested a bridge of some sort be built.

J. QUAGLIA/cmp

Distribution:

Mr. A. L. Arkadie - R-35M
Mr. F. Atzenhofer, Jr. - R-148
Ms. N. S. Beeler - Bldg. 1
Mr. H. P. Bledsoe - Bldg. 49
Mr. S. M. Davis - 54E
Mr. C. C. Douglas - R-10
Mr. H. Elrod - R-45X
Mr. R. D. Fitzgibbon - Bldg. 1
Mr. K. R. Flessner - Bldg. 13A
Mr. C. Gonzalez - Bldg. 49
Mr. L. F. Hiller - R-148
Mr. R. E. Howell - Bldg. 1
Mr. R. L. Kerr - R-142
Mr. R. Leist - R-300
Mr. T. E. Lowe - R-332
Mr. N. V. Lubbers - R-142
Mr. J. K. McClain - R-139
Mr. C. Martin - R-10
Mr. J. C. Mayfield - Bldg. 1
Mr. P. J. Michalik - R-45
Mr. R. L. Miller - Construction
Mr. R. A. Murray - Construction
Mr. A. Ness - R-30L
Mr. E. T. O'Connor - Bldg. 1
Mr. J. L. Palmer - R-139
Mr. E. Perez - R-30L
Mr. R. E. Podhora - Bldg. 1
Mr. R. R. Ripley - R-139
Mr. W. R. Rogers - R-139
Mr. R. M. Rose - R-142
Dr. L. F. Schaller - Bldg. 1
Ms. I. C. Scheffler - Bldg. 1
Mr. R. G. Sheppard - Bldg. 1
Mr. M. T. Simons - R-139
Mr. C. E. Steele - R-139
Mr. H. M. Stellman - R-139
Mr. L. F. Wagner - Bldg. 1
All Managers

APC 004026