

EMP-1022



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ENGINEERING DEPARTMENT

October 1, 1963

FIELD PROJECT MANAGERS

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G. E. BUSB, MARTINSVILLE	J. R. BALDER, WILMINGTON SHOPS

CONSTRUCTION DIVISION SAFETY PROGRAM - 1964

We will again expect each project to develop, publish, and implement a formal safety program for the year 1964. It is anticipated that the subject material of your program will reflect the Field Project Manager's responsibility for safety on his site as well as the results of a thorough analysis of past experience and projected requirements. I would suggest that you take full advantage of the Division Safety Office's experience and submit your drafted program for edification prior to having it published. The published program should be representative of the Construction Division as to both quality and cost.

Division experience in 1963 indicates that we have not as yet obtained the maximum benefit which can be derived through the application of previously initiated fundamentals such as screening (new and old craftsmen and supervision), job placement, abstracts, stability, S.T.A., planning, orientation or training, and inspection. It is anticipated that the subject matter of your program will be so designed to include all the appropriate fundamentals and so directed that people are caused to comply. Emphasis must be placed on follow-up by all echelons of supervision.

We are expecting 100% compliance with established safety rules, regulations, policies, and procedures during 1964.

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