

GENERAL SAFETY RULES  
TETEA ETHYL LEAD

NO MATCHES

NO MATCHES

KEEP YOUR MIND ON YOUR WORK

GENERAL RULES

1. These rules supplement Dye Works Rules and in no way supercede them.
2. A copy of these rules is to be posted in each building.
3. Read Safety Rules posted in Each Building.
4. It is the duty of each foreman to see that all of his men are familiar with and observe all safety rules.
5. In case of fire, call the FIRE DEPARTMENT  
Familiarize yourselves with the location of the fire alarm boxes.
6. Report any and all unsafe practices and conditions to your Supervisors.
7. Horse Play is sufficient cause for dismissal.
8. Intoxication in the Area will result in immediate dismissal.

READ YOUR SAFETY RULES, "SAFETY-HOW", AND  
DUPONT STANDARDS AT FREQUENT INTERVALS.

9. All employees must report to the hospital for medical examination whenever so directed by their supervisors.
10. Occasionally it is considered advisable by the Medical Department to have a man removed from the operation because of a physical condition which invites lead intoxication. In such cases the employee must immediately report to the area supervision and not return to his operation until instructed to do so. Failure to observe this rule will be cause for immediate dismissal.
11. No one shall be admitted into any building in this area except employees or visitors carrying green permission cards.
12. Report immediately to the Area Office any change in address, telephone number, dependents, etc.
13. Supervisor's permission must be secured before taking time off. In case of any emergency, telephone or send word by a responsible person to the Area Office or to some member of the supervisory force.

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14. It is the duty of each supervisor to report to the Area Supervision the absence of any man, stating the cause, if known. It is also the duty of the supervisor to report to the Area Supervision the return of any man and the reason for his absence.

#### CLOTHING RULES:

1. All employees working in this operation must wear the standard uniforms loaned at the time of employment; viz., overalls and jumper or pants and shirt, underwear and socks. Extra clothing such as sweaters, etc. that are worn to and from the building must be considered as working clothes. Such clothing is to be kept in the locker used for work clothes and the clothing is not to be worn home. Employees will be furnished with two complete sets of clothing at the time of their employment but must furnish their own safety shoes.
2. Rubber soled, or composition soled shoes may be worn in the Area if a leather sole is between foot and composition sole. Safety shoes approved by this Area are required; they save your feet and your money.
3. Clothing loaned by the Company and worn on the job shall not be worn outside the plant.
4. Every man must put on clean clothing twice a week. Dirty clothes will be sent to the laundry every Monday and Thursday and returned every Wednesday and Friday.
5. Treated leather gloves must be worn in all parts of the operation, unless the contrary is definitely specified.

Familiarize yourself with all branches of safety work.

6. All employees are assigned two change house lockers. One is for working clothes, one is for street clothes.
7. Do not change lockers which have been assigned to you unless you receive permission to do so from the Area Office.
8. Special clothing and equipment such as rubbers, rubber gloves, leggings, respirators, air masks, etc., are to be worn as directed by special rules relating to specific operations.

#### OPERATING RULES:

1. All employees must bathe and change clothing before leaving plant.
2. It is advisable to wear slippers while going from one

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3. Food must not be carried into or eaten in any part of this operation. All lunches must be eaten in the change house.
  4. Hands and face must be washed thoroughly before eating. The mouth must be well rinsed.
  5. Keep change houses and lockers clean. Food thrown on the floor, old clothing, etc., kept in lockers made breeding places for roaches.
  6. Tobacco chewing, gum chewing, and snuff are prohibited while on duty in any part of the operation.
  7. All minor injuries, or illnesses, must be reported at once to the hospital and to the supervision.
  8. Treated leather gloves, unless some other kind is definitely specified, must be worn in all parts of the operation. Keep treated gloves from becoming water soaked.
  9. Goggles, respirators, air masks must be worn as specified in the safety rules of each division of the operation.
- Note: Clean air masks will be kept in a clean paper bag and in the cabinets provided for them. At the end of each shift and when necessary, all used air masks should be placed on top of the cabinet. It will then be collected, sterilized, thoroughly cleaned, and returned to the cabinet in a clean paper bag. Keep air masks in paper bags when not in use.
10. Kerosene and solution of green soap are provided for washing. In case of contact with tetra ethyl lead, use kerosene immediately and follow with green soap to remove the kerosene. Do not attempt to wash gloves with either soap or kerosene. To do so destroys the protective quality of the gloves.
  11. In any case, when clothing has been splashed with tetra ethyl lead, bathe and change clothing at once, then report to the shift supervisor. In such cases, the supervisor shall send the man to the hospital and report the fact to area supervision.
  12. Relief is to be made twenty minutes before start of shift.

KEEP YOUR PLANT CLEAN!

13. Tetra ethyl lead spills or spills of any material containing tetra ethyl lead must be reported immediately to the proper supervisor. The supervisor shall be responsible for proper cleaning.

14. Clean up all leaks or spills with a 5% solution of sulfuryl chloride and 95% kerosene. It is the duty of every employee to familiarize himself with the location of this material and its uses.

TREAT EVERY AND ANY LEAK AS THOUGH IT WERE  
TETRA ETHYL LEAD!

15. Sulfuryl chloride-kerosene solution must be kept in glass bottles marked "DANGER - SULFURYL CHLORIDE".
16. Wear goggles and gloves when handling sulfuryl chloride or the 5% solution of sulfuryl chloride in 95% kerosene.
17. Whenever it is necessary to clean any pipe, valve, or any other apparatus for repairs, wash it first with a 5% solution of sulfuryl chloride in kerosene and then in water. Wash all tools, extension cords, etc. which may have come into contact with tetra ethyl lead, in a like manner.
18. No leaky equipment is to be operated beyond the preparations necessary and incidental to the repairing of the leak. This applies to leaks of vapor as well as liquid.
19. Immediately dispose of material which has been contaminated in any way with tetra ethyl lead or ethyl fluid, as directed by your supervisor
20. Air or gas masks must be worn while cleaning up or handling tetra ethyl lead, alloy, ethyl fluid, ethyl chloride spills or while unplugging alloy hoppers, or making any repair, or carrying out any operation in which there is any possibility of fumes. Area supervision will pass on all doubtful cases.
21. Do not break into any tetra ethyl lead or ethyl fluid pipe line or open any tetra ethyl lead or ethyl fluid pump without first obtaining special permission from area supervision.

CLEANLINESS IS THE FIRST STEP TO SAFETY.!

22. Wear goggles when handling caustic soda, sodium thiosulfate, acids, etc., and while sampling or charging acid or caustic materials. All acid, alkali, tetra ethyl lead samples, ethyl chloride samples, reaction mass sludge samples, and alloy samples must be carried in proper carrier.
23. The use of tools which may cause sparks and the use of torches or other open flames is prohibited in the vicinity of ethyl chloride and diphenyl.
24. Keep all hoods closed when not in use.

GENERAL SAFETY:

1. When in doubt, consult your immediate supervisor.
2. Do not obstruct exits.
3. Do not permit trash and waste to lie around. They are fire hazards. Dispose of used waste by placing in proper container; keep new waste in can provided for it.
4. Keep all tools in their proper place. Keep water hose hung up.
5. Do not use defective tools or equipment. Tools with mushroom heads are especially hazardous and must not be used.
6. Eliminate, by removal, all tripping hazards, slipping hazards, and unsafe practices.
7. Report at once all faulty operating or safety directions, unsafe practices, or unsafe conditions.
8. Do not tamper with electrical equipment.
9. Keep your building, and the spot where you work clean. Cleanliness is the first step to safety.
10. Keep windows clean; a light building promotes safety.
11. Keep all material at least six inches away from steam lines.
12. Keep light globes intact and keep them clean.
13. No tank or pit in this Area shall be entered without permission of Mr. Stecher or Mr. Fisher.
14. Suggestions and additions to these rules will always be favorably received from any employee in the Area.

BE ALERT FOR THE SAFETY OF OTHERS AS WELL AS YOURSELF

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