

Monsanto

FROM (NAME & LOCATION)

J. V. Cavender - Texas City, Ext. 3446

DATE	May 8, 1985	cc - SHAC	<u>Inspection Team</u>
SUBJECT	<u>2Q85 Safety & Housekeeping Inspection</u>	D. A. Barfoot	George Danner
REFERENCE		R. D. Coleman	Debra Hansen
		J. M. Gatewood	J. R. McGinty
		R. T. Hammann	M. A. Ward
TO	: Distribution List	B. J. Sanders	
		R. V. Sharp	

The second quarter announced competitive Safety and Housekeeping Inspection for the Office/Service area was conducted on April 19, 1985. Ratings are listed below:

CED Warehouse	Outstanding
Zone I Offices	Outstanding
Fire Station	Excellent
Zone II Offices	Excellent
Cafeteria	Excellent
Locker Building #1 & Safety Supply	Excellent
Stores	Good
Warehouses A,B,C,E,F,G	Good
Health Services	Good
Main Office Second Floor	Good
Main Office Third Floor	Good
Office Annex	Good
Personnel, Training/Purchasing	Good
Guard House - Main Gate	Good
CED Offices	Good
Main Office - Roof	Fair

General Comments

Most everyone asked were familiar with instruction points, knew who their warden was, and where to go in case of an emergency. Electrons were checked in all buildings and found to be serviceable.

In general, yard work needs attention in all areas.

Please respond to the comments in your area in writing to your superintendent with a copy to Doug Barfoot by May 24, 1985.


J. V. Cavender

/bf
Attachments

2.85.0217

SC

000318

LAM001515

2Q85 Safety and Housekeeping Inspection

Zone I Offices

Overall excellent housekeeping.
Instruction Point - No sign at location.
Extinguisher partially blocked by water bottles.
Knowledge of fire/spill/evacuation/assembly point was excellent.
Some clutter outside building on east side.

Guard House - Main Gate

Radio Station - Plastic bags on floor, broken chair.
No light in janitor's closet.
No light on safety shower near Main Gate exit.
General housekeeping good.

Locker Building #1 - Safety Supply

Very neat and clean. No litter.
Storage neat and orderly.
Dirty coverall drop is by entrance door on floor?
Needs yard work.

Personnel, Training, and Purchasing

Tripping hazard - wires to projector in Conference Room 1.
Boxes on floor in copy room.
No one assigned to safety equipment checks.
A/C drain from equipment room on ground.
Fire extinguishers (3) on floor.
Bicycle on ground on south side. No bicycle rack in area.

Fire Station

Building very clean and neat.
Utility hose inspection not current - no clip.
Nitrogen cylinders need labels.

Stores

Entire area is much improved compared to 1Q85 inspection.
Boxes piled on top of wooden cabinet in Office Supply area.
Light fixture grid is loose in Marvin Lee's office.
Telephone terminals are uncovered in several areas.
Bucket in middle of safety shower (water drip?).
Second floor conference room - Two file boxes need to be stored.

LAM001516

Main Office (Penthouse)

Chilled water leak into bucket overflowing onto floor. Plastic bag on floor.
Overturned chair blocking aisle on northwest corner.
Roof is covered with litter wooden boards, old TV antenna, discarded light bulb.
Asbestos insulated piping in poor condition.

Cafeteria

Very clean and neat.
Telephone terminal block uncovered.

Health Services

General appearance and housekeeping very good.

Office Annex

Second floor A/C room - Trash on floor and loose wiring hanging from ceiling.
Empty boxes in hallway.
Women's restroom (7129) dirty.
Vault needs paint.
Wall in shredder room needs repair.
7106 - Dirty floor.
Ceiling tile out in main north entrance.
Books stacked on top of file cabinets and shelves in several areas.
Men's restroom in southwest corner - Dirty floor, stinks.
Water bottles (4) outside Lobo's office seem excessive. Need better storage.

Zone II Office

Fire extinguisher (near main entrance) last inspected 6/12/84.
Boxes in corner near coke machine.
Women's restroom looks great.

CED Offices

Neat and mostly unoccupied.

CED Warehouse

Very well organized, neat.
Equipment and tools carefully sorted and stored.
Outstanding.

2Q85 Safety & Housekeeping Inspection
May 8, 1985
Page 3

Warehouses

- A - Neat appearance - boxes stacked high.
 - Aisles filled with large valves.
- B - Drums on north side rusty.
- C - Cart in doorway. Neat overall.
- E - Office needs janitorial services.
 - Several messy boxes.
- F - Dusty but neat.
- G - Bags of anthracite broken open.
 - Yard needs picking up.
 - Needs ID sign on door.

JVC/bf
5/8/85