D. B. Downey, Pittsburgh

FROM E. B. PARKER
ROCKDALE WORKS

TO SAFETY AND HEALTH COMMITTEE
ROCKDALE WORKS

1977-07-06

PLAINTIFF'S EXHIBIT AL-1733

RE: SAFETY AND HEALTH COMMITTEE MEETING - 1977 JUNE 30

The Rockdale Works Safety and Health Committee met 1977 June 30 in Room 138, Building 80, at 3:00 p.m. In attendance were:

Clayton?

D. D. McGregor (Co-Chairman)
J. W. Havins
W. D. Essary
H. W. Brooks
E. R. Goltra, M.D.
E. B. Parker (Secretary)
E. J. Gaas (Potrooms)
Ike Korenek (Potlining)
Thomas Williams (Carbon Plant)
Finis Black (Mechanical Maintenance)
H. P. Dick (Ingot Plant)

The following topics were discussed:

1. Alcoa 446 Regenerator Dust Problem - Dust spillage and leakage from the A-446 regenerators has recently been excessive. Money has been approved to complete certain engineering changes which are expected to improve this situation. However, the problem cannot be completely solved until the new regenerators associated with Baking Furnace 160 come onstream. In the meanwhile, if material cannot be satisfactorily handled, it will be hauled to the dump. Courtyard sweeping will be done as necessary to keep down accumulations of dust.

2. Safety statistics as of midnight, June 26:

	Minor Injuries	Serious Injuries	Disabling Injuries	All Injuries
Week Ending June 26	28	2	0	30
Year-to-Date	527	24	8	559
1977 Objective Maximum	906	30	4	940

Projected Total Injuries, 1977: 1,152 (objective maximum 940)
Projected All Injury Frequency, 1977: 349 (objective maximum 285)
Man-hours Since Last Disabling Injury: 424,000
Days Since Last Disabling Injury: 35

3. Shoe Repair Pick-Up Schedule - It was reported at the last meeting that for an additional $.60 per pair repair cost, the repair shop in Austin would make weekly instead of bi-weekly pick-up of shoes at Rockdale. The committee decided that since a weekly schedule would not affect the number of pairs of shoes a person would have to own, it would be satisfactory to stay with the bi-weekly schedule. It was reported the phase-out of the Iron Age high top shoe (Style 663) is in progress and the replacement, Hy Test Style 690 eight-inch lace up boot, have been received and are being disbursed. Thus far, feedback on the new shoe has been good.

4. Corporate Safety Policy - Mr. McGregor reported that a statement of corporate safety policy had been received and would be publicized in the near future. A copy of the statement is attached.

5. Toilet, Lunchroom and Bath House Cleaning - A mobile high pressure water jet cleaning machine has been purchased for use in cleaning these facilities. Mr. Brooks explained how it will be used. He also noted that the machine by itself will not allow us to maintain the desired degree of order in and around these areas. The help of everyone who uses them is required to achieve the level of housekeeping we all desire. Users must help by placing paper towels and other waste in waste barrels if this is to be accomplished.

6. Crucible Dump Cables on Potroom Cranes - At the last meeting, a potential electrical hazard associated with these cables was discussed. Solution to this problem involves installation of insulating blocks in the cables below the point at which the crane operator grasps the cables. This work is in progress.

7. Insect Control in Bath Houses and Lunchrooms - A program of insect extermination has begun and the first round is expected to be complete by mid-July.

8. Visibility at South Door, Line 7 East Passageway - Mr. Korenek reported that this situation was corrected by the removal of the man door and some siding. Mr. Essary will see that the finishing touches are put on the job. (See letter attached.)

9. Use of Asbestos.

✓ Pot Shell Supports - A non-asbestos material is on order to replace asbestos millboard currently being used. Asbestos millboard will be discontinued when a substitute is found.

✓ Siphon Gaskets - Asbestos millboard being used for the inspection cover gasket will be replaced when a substiture is found.

? Gloves - All asbestos gloves carried in the storeroom are lined. Instructions have been issued to dispose of all unlined gloves and to purchase only lined articles in the future (see attached letter).

10. Potroom Crane Cab Ventilation - Mr. McGregor reviewed the pros and cons of the three options available to us in this area.

    A. Radio Controls to Remove Crane Operator from Crane Cab Environment - There is a big question related to the resulting slower rate of travel and the fact that some jobs would still require people in the crane cab.

B. Crane Cab Air Conditioning - A big question related to ability to maintain this equipment adequately and to keep cab enclosure clean and free of etching and scratches so as to maintain visibility.

C. Catco Ventilating System - Installations are reportedly working in other industries with similar environments. It is planned to look into this more closely in the near future.

11. Bath House Shower Drainage - Mr. Essary will report at the next meeting.

12. Handles on Potroom 2-Way Carbon Yokes - Messrs. Sutton and Hartmann are actively working on this so that carbon setters can hook and unhook carbons without standing on butts or pot covers. This is a particularly serious problem for shorter people.

13. Other Environmental Projects - Mr. McGregor reported the status of the environmental improvement projects listed below:

A. Mixer Floor Fume Control - Money has been approved for work to renovate this area. It will include such things as changing the way in which mixer doors are hinged and hooding the mixer discharge area.

B. Alcoa 446 Regenerator Improvements - As mentioned above, money has been authorized and work is underway to revise the regenerator venting system so that dust spillage can be eliminated.

C. Potroom Pattern Bucket Changes - It is planned to modify an ore bucket with a flexible spout with which to direct ore onto the carbons to be covered. Hopefully, this will better control alumina and will eliminate the hazards of working with the bucket between pots.

D. Ore Bucket Filling - Additional work is planned in the area of dust control when filling ore buckets. Design of covered and vented ore buckets and an enclosed filling system for Potrooms 4, 24, and 26 is nearing completion.

14. Baking Furnace Room Ventilation - Mr. Williams noted that the addition of the Alcoa 446 units in Courtyards 60 and 62 and the construction work going on along the west side of Building 60 have resulted in side ventilators being closed. This has resulted in reduced natural ventilation in portions of these buildings. It was suggested that side ventilators might be removed during summer months and replaced when cool weather arrives. Messrs. Havins and Williams will look into this.

15. Safety Work Orders - Mr. Gaas reported a problem with completing work orders related to safety. He specifically referred to a case involving the repair of a potroom crane ladder and the correction of a problem involving inability to prevent the hook of the east Line 4 potroom

crane from lowering one to two feet while attempting to position the ore bucket in the bridge hooks. He suggested that some notation be made on work orders to indicate safety. This is done in other areas of the plant and should be done throughout.

16. Transporting Carbons Through the Potroom Center Passageway - Ike Korenek reported an incident involving a trailer of new carbons being transported through the center passageway of the Potrooms. The top of a rod hit a fluoride tank spout in the passageway ceiling, opened the spout and allowed fluoride to leak out onto the floor. Investigation revealed that the rod was not properly seated in the stub hole of the carbon, causing it to stand higher than the rest of the rods. Tight clearances between rods and the ceiling fixtures result in this happening occasionally. The committee concluded that an inspection procedure in the Rodding Room before the carbons are loaded onto trailers is required. Mr. Havins will attend to this.

17. Toilet Facilities, Mechanical Maintenance - At the last meeting, Mr. Black had noted that the number of toilet facilities in Mechanical Maintenance appeared to be marginal at best. Mr. Essary checked on this and reported that, as determined by OSHA standards, these facilities were considered to be adequate to serve the number of people who should be using them at any given time.

18. Congestion in Potroom Courtyard 7W - Mr. Black observed that this courtyard was terribly cluttered with carbon butts to the extent that access in and out of the area was hampered. These are basically burn-offs and carbons removed from burned-out pots. Recent problems in the potrooms have resulted in an excessive amount of this material. The first step is to regain control of burn-offs and tap-outs, then work this carbon material back into the system.

19. RS&S Train Horn Noise - Mr. Black reported that the train horn on the RS&S locomotives appears much louder than it needs to be when it is operating alongside Building 44. He asked that an effort be made to soften the noise or use some other kind of alarm in such areas inside the plant fence. The railroad has been approached on this before and they have explained that these devices, including the horn, are required by the regulations under which they operate. They are not permitted to muffle the sound.

20. Emergency Decent From Ore Bridge - Mr. Black asked for a report on an item in the Maintenance Safety Log Book pertaining to means of evacuating an injured person from the ore bridge. Messrs. Mueller and Davis are studying this and have indicated that basket stretcher and hoist lines will be required. They are currently engaged in determining how many will be required and where they should be located.

21. Emergency Exit From Electrical Control Rooms, Lines 7 and 8 Courtyards - Mr. Black asked for a report on progress toward resolving this item. Mr. Remaley has located some escape doors made for this type application and is making plans to order and install them in these buildings.

22. Ventilated Hard Hats - Mr. Dick asked if such safety equipment had been located subsequent to a question raised sometime ago. We know of no such head protection.

23. Hard Hat Decals for Safety Committee People - The Committee instructed Mr. Parker to locate and procure distinctive hard hat decals for Safety Committee people.

24. Safety and Health Observation Tour - Mr. Parker reported that he and Mr. Korenek had made a walk-through inspection of the Ingot Plant and Properzi areas. Generally, these areas appeared to be in good order.

There being no further business to come before the Committee, the meeting was adjourned.

E. B. PARKER

dm 3/2 ml

Copies to:
D. D. McGregor
J. W. Havins
W. D. Essary
H. W. Brooks
E. R. Goltra, M.D.
W. G. Henson
H. P. Dick
E. J. Gaas
Thomas Williams
Ike Korenek
Finis Black

Informational copies for:
Bulletin Boards
H. E. Reagan
J. L. Roddy
T. J. Randall
J. H. Greene
E. C. Remaley
W. J. Davis
F. P. Bergeron
Carolyn Curtis
F. H. Sutton
D. J. Carney
J. R. Fry
W. T. Eckert
B. D. Dinman, M.D. (Pittsburgh Office)
J. R. Archibald (Pittsburgh Office)
T. B. Bonney (Pittsburgh Office)

FROM JAMES R. ARCHIBALD

PITTSBURGH OFFICE - 7

TO Mr. E. B. Parker 22
Rockdale Works

1977 June 13

Alcoa established an Executive Safety Committee in 1976. In the last few months, the new position of General Manager - Safety has been created and Alcoa has adopted a new Accident and Injury Prevention Policy. These are some of the signs of Alcoa's renewed determination to improve its approach to safety. We are determined to prevent accidents and injuries such as those that have taken the lives of 20 employees and seriously injured almost 1,000 others during the last five years. The hardship suffered by these Alcoans and their families is a grave concern.

We must and will find new and better ways to prevent accidents and injuries.

Our objective is to make Alcoa a safety leader, not only in the non-ferrous metals industry but also among companies who are leaders in the field of safety. A copy of the new Accident and Injury Prevention Policy is attached. Please make sure all employees at your location are aware of this policy and understand that each person must do their part each day if we are to succeed in this renewed effort to prevent accidents and injuries.

I assure you that the Safety Division in Pittsburgh is determined to provide whatever it takes to assure prompt and real progress towards the goals expressed in this policy.

JAMES R. ARCHIBALD

JRA:lel

Attachment

TO: Location Managers - Domestic
Safety Managers - Domestic
District Sales Managers
Branch Sales Managers
District Administrative Managers
Branch Administrative Managers

cc: J. C. Bates - Pittsburgh - 22
Executive Safety Committee

ALCOA

ARD 001773

1977 June 10

ALCOA'S ACCIDENT AND INJURY PREVENTION POLICY

Alcoa believes that accident and injury prevention is equal in importance to production, quality, delivery and cost control.

Each accident has a cause, and it is a fundamental responsibility of management to work to prevent accidents and injuries through the careful identification and elimination of causes and the promotion of safety consciousness among all employees. To consistently do this, it is necessary that:

All supervisory personnel understand and accept accountability for preventing personal injuries to people they supervise;

All employees accept the responsibility to work safely and to extend this concern for personal safety to fellow employees;

Equipment and processes in new and existing facilities be properly designed and maintained; and

All employees be encouraged through training and leadership to appreciate the need for safety awareness on and off the job.

Approved by the Executive Safety Committee:

Miles O. Colwell, M.D.
Vice President - Health and Environment

Albert B. Kaltwasser
Vice President - Operating, Alumina and Chemicals

Robert C. Hatfield, Jr.
Vice President - Engineering, Purchasing, Construction, and Transportation

Jack G. Morber
Vice President - Personnel

Frederick C. Irving, Jr.
Executive Vice President - Allied Products

C. Fred Fetterolf
General Manager - Operations, Mill Products

S. Alfred Jones
Vice President - Operating, Primary Metals

James R. Archibald
General Manager - Safety

FROM D. D. McGREGOR
ROCKDALE WORKS

TO MR. E. B. PARKER
ROCKDALE WORKS

1977 June 10

SAFETY AND HEALTH COMMITTEE MINUTES - 1977 JUNE 06

Mr. Ike Korenek called today to report that action taken with regard to Item 6 of subject minutes had been adequately handled.

D. D. McGREGOR

DDM:ak
Copy: Ike Korenek - Rockdale (Potlining)

ARD 001775

ALCOA

SF-4563 (REV. 11-60)

FROM J. W. Havins

TO Messrs. T. J. Randall
F. H. Sutton
J. H. Greene
J. L. Roddy
D. J. Carney
J. R. Fry

Copies:
D. D. McGregor
E. B. Parker
C. G. Shiring

1977 June 10

RE: ASBESTOS MITTENS

The problem associated with using unlined asbestos mittens has been brought to the attention of the Safety and Health Committee. Purchasing and Storeroom personnel inform me that the only asbestos mittens in stock is a lined asbestos mitten (X220-558-0011). Apparently, unlined asbestos mittens are being purchased directly.

You are requested to use only the above asbestos mitten. If a substitute is necessary, make certain that it is lined. If you are presently using unlined asbestos mittens, please dispose of them and obtain the lined asbestos mittens from the Storeroom.

With a copy of this letter to Mr. C. G. Shiring, I am requesting that all future orders of asbestos mittens, either to restock stores or direct purchase, be specified as lined mittens and nothing else be accepted.

J. W. Havins JWH

JWH/bk

ARD 001776

ALCOA