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MINUTES
MEETING, INDUSTRIAL CONFERENCE
NATIONAL SAFETY COUNCIL
SHERATON HOTEL, PHILADELPHIA, PA.
JANUARY 26, 1961

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ATTENDANCE

OFFICERS

W. E. Montgomery, Chairman, Quebec Asbestos Minir. Assn., Quebec, Canada
R. P. Hamilton, Chairman Elect, St. Louis-San Francisco Railway Co., New York,
N. Y.
R. G. Benson, Secretary, Industrial Conference, National Safety Council, Chicago,
Ill.

MEMBERS

C. Ainsworth, American Standards Assn., New York, N. Y. (Board of Directors)
R. H. Albisser, Merck & Co. Inc., Rahway, N. J. (Board of Directors)
W. M. Allison, British Columbia Lumber Manufacturers Assn., Vancouver 1, B. C.,
Canada (Board of Directors)
T. J. Berk, Metropolitan Life Insurance Co., New York 10, N. Y. (Member-at-Large)
M. F. Biancardi, Allis-Chalmers Manufacturing Co., Milwaukee, Wis. (Board of
Directors)
W. F. Brown, Consolidated Edison Company of New York, New York 3, N. Y. (Member-at-
Large)
T. R. Bullard, The Budd Co., Philadelphia 32, Pa. (Vice Chairman, Power Press
and Forging Section)
T. J. Cain, The B. F. Goodrich Co., Akron 18, Ohio (Member-at-Large)
M. M. Clancy, Ryan Aeronautical Co., San Diego, Calif. (Chairman, Aerospace
Section)
J. M. Convery, National Association of Manufacturers, New York 17, N. Y. (Member-at-
Large)
W. N. Cox, Jr., Georgia Institute of Technology, Atlanta 4, Ga. (Member-at-Large)
H. C. Daulton, Louisville & Nashville Railroad Co., Louisville 1, Ky. (Vice Chairman,
Railroad Section)
J. A. Dickinson, Consultant, Bethesda 14, Md. (Member-at-Large)
P. J. Dodson, Liberty Mutual Insurance Co., Boston, Mass. (Member-at-Large)
H. H. Fawcett, General Electric Co., Schenectady, N. Y. (Vice Chairman, Chemical
Section)
P. C. Folse, International Mobil Oil Co., New York 17, N. Y. (Member-at-Large)
R. D. Gidel, Bureau of Labor Standards, Washington 25, D. C. (Member-at-Large)
W. R. Gilliland, Aluminum Company of America, Pittsburgh 19, Pa. (Chairman,
Metals Section)
H. P. Goodin, City of Minneapolis, Minneapolis 15, Minn. (Chairman, Public
Employee Section)
G. L. Corbell, Monsanto Chemical Co., St. Louis 66, Mo. (President of A.S.S.E.)
J. V. Grimaldi, General Electric Co., New York 22, N. Y. (Member-at-Large)
D. H. Grothaus, McCall Corp., Dayton, Ohio (Chairman, Printing and Publishing Section)
R. H. Hagopian, Association of Casualty & Surety Cos., New York 38, N. Y. (Member-
at-Large)
W. L. Hanau, Fidelity & Casualty Company of New York, Chicago 3, Ill. (Member-at-
Large)

PLAINTIFF'S
EXHIBIT

NSC-145

- E. S. Hannaford, American Telephone & Telegraph Co., New York, N. Y. (Chairman of Sections)
- R. M. Hartman, Bethlehem Steel Co., Bethlehem, Pa. (Member-at-Large)
- D. F. Hayes, U. S. Atomic Energy Commission, Washington 25, D. C. (Board of Directors)
- W. G. Hazard, Owens-Illinois Glass Co., Toledo, Ohio (Member-at-Large)
- C. A. Robert, Ethyl Corp., Baton Rouge, La. (Member-at-Large)
- K. S. Hedges, General Motors Corp., Detroit 2, Mich. (Member-at-Large)
- N. H. Heuer, Anheuser-Busch Inc., St. Louis, Mo. (Chairman, Food and Beverage Section)
- D. V. Hill, The Mead Corp., Kingsport, Tenn. (Chairman, Pulp and Paper Section)
- J. D. Holtzapple, Blaw-Knox Co., Pittsburgh, Pa. (Member-at-Large)
- R. L. Jenkins, U. S. Army, Washington 25, D. C. (Member-at-Large)
- L. H. Johnson, U. S. Bureau of Mines, Pittsburgh 13, Pa. (Member-at-Large)
- H. F. Johnston, Funkhouser Mills, Div. of Ruberoid Co., Hagerstown, Md. (Vice Chairman, Cement, Quarry and Mineral Aggregates Section)
- S. L. Juroff, The New York Times, Times Square, N. Y. (Vice Chairman, Printing and Publishing Section)
- A. Kolu, Pickands Mather & Co., Duluth, Minn. (Vice Chairman, Mining Section)
- T. A. Kraklow, John Deere Co., Moline, Ill. (Member-at-Large)
- F. E. Laderer, Nationwide Insurance Co., Columbus, Ohio (Member-at-Large)
- H. K. Lambie, Kaiser Aluminum & Chemical Corp., Oakland 12, Calif. (Member-at-Large)
- F. C. Lewis, The Pullman Co., Chicago, Ill. (Member-at-Large)
- J. Lloyd, Jersey Central Lines, Jersey City 2, N. J. (Member-at-Large)
- R. S. Lowe, Northwestern Bell Telephone Co., Omaha 2, Nebr. (Member-at-Large)
- G. S. Mansfield, Western Printing & Lithographing Co., Poughkeepsie, N. Y. (Board of Directors)
- Marion E. Martin, Department of Labor & Industry, Augusta, Maine (Member-at-Large)
- E. O. Mattocks, American Petroleum Institute, New York 20, N. Y. (Member-at-Large)
- R. E. McElldowney, Jr., United Fuel Gas Co., Charleston, W. Va. (Chairman, Public Utilities Section)
- H. S. McFarland, General Motors Corp., Detroit 2, Mich. (Board of Directors)
- E. G. Meiter, Ph.D., Employers Mutuals of Wausau, Milwaukee, Wis. (Chairman, Chemical Section)
- G. R. Merriman, International Paper Co., Mobile, Ala. (Member-at-Large)
- R. L. Moore, Lumbermens Mutual Casualty Co., Chicago 40, Ill. (Chairman, Construction Section)
- L. C. Nanry, The Detroit Edison Co., Detroit 26, Mich. (Member-at-Large)
- G. T. Newnam, Smith Douglass Co., Norfolk 1, Va. (Vice Chairman, Fertilizer Section)
- M. C. Pollard, National Gypsum Co., Buffalo, N. Y. (Board of Directors)
- J. S. Quener, E. I. du Pont de Nemours & Co., Inc., Wilmington, Del. (Board of Directors)
- E. D. Rahde, Westinghouse Air Brake Co., Wilkes-Barre, Pa. (Member-at-Large)
- H. Riefenstahl, Alpha Portland Cement Co., Easton, Pa. (Member-at-Large)
- A. B. Ritter, Hercules Powder Co., Wilmington, Del. (Member-at-Large)
- C. C. Riddick, Pittsburgh Plate Glass Co., Pittsburgh, Pa. (Member-at-Large)
- C. F. Schlueter, Employers Mutuals of Wausau, Wausau, Wis. (Board of Directors)
- A. L. Schmuhl, Associated General Contractors of America, Inc., Washington, D. C. (Member-at-Large)
- Clare B. Schwartz, R.N., Employers Mutuals of Wausau, River Forest, Ill. (Chairman, Occupational Health Nursing Section)
- S. E. Sharp, Tennessee Copper Co., Copperhill, Tenn. (Member-at-Large)
- H. S. Siegel, R. H. Macy Co. Inc., New York, N. Y. (Member-at-Large)

- H. S. Simpson, Caterpillar Tractor Co., Peoria, Ill. (Member-at-Large)
- W. J. Smale, Michigan Mutual Liability Co., Detroit 26, Mich. (Member-at-Large)
- J. E. Smith, Spencer Chemical Co., Pittsburg, Kans. (Member-at-Large)
- S. F. Spence, American Cyanamid Co., New York, N. Y. (Member-at-Large)
- K. L. Stebbins, AVCO Manufacturing Corp., Stratford, Conn. (Vice Chairman, Aerospace Section)
- G. H. Steel, Ralston Purina Co., St. Louis, Mo. (Board of Directors)
- J. C. Stennett, National Association of Mutual Casualty Cos., Chicago 6, Ill. (Board of Directors)
- D. W. Stitt, Continental Can Co., New York 17, N. Y. (Chairman, Power Press and Forging Section)
- F. E. Storch, Whitehall Cement Manufacturing Co., Cementon, Pa. (Chairman, Cement, Quarry and Mineral Aggregates Section)
- G. C. Stromsoe, Atlantic Coast Line Railroad Co., Jacksonville, Fla. (Chairman, Railroad Section)
- W. E. Stuffing, Carrier Corp., Syracuse 1, N. Y. (Member-at-Large)
- V. Tuma, Texaco Inc., Houston 1, Texas (Vice Chairman, Petroleum Section)
- E. J. Turton, Westinghouse Electric Corp., Buffalo 5, N. Y. (Chairman, Electrical Equipment Section)
- D. G. Vaughan, Aetna Casualty and Surety Co., Hartford, Conn. (Honorary Life Member)
- L. P. Warner, Jr., Warner Co., Philadelphia 3, Pa. (Member-at-Large)
- R. A. Wendell, Corps of Engineers, U. S. Army, Atlanta 1, Ga. (Vice Chairman, Construction Section)
- T. H. Wilkerson, U. S. Department of the Army, Washington 25, D. C. (Board of Directors)
- V. L. Womeldorff, Illinois Power Co., Decatur, Ill. (Vice Chairman, Public Utilities Section)
- E. C. Woodward, A. O. Smith Corp., Milwaukee 1, Wis. (Board of Directors)
- E. L. Wray, Ball Brothers Co. Inc., Muncie, Ind. (Chairman, Glass and Ceramics Section)

GUESTS

- F. H. Deeg, National Association of Mutual Casualty Cos., Chicago, Ill.
- R. J. Gell, Eastman Kodak Park Works, Rochester, N. Y.
- R. W. Moulton, Ball Brothers Co. Inc., Muncie, Ind.
- F. K. Heidhart, The Miehle Co., Chicago, Ill.
- J. J. Nolan, Bethlehem Steel Co., Bethlehem, Pa.
- G. R. Rummel, General Electric Co., Lynn, Mass.

COUNCIL STAFF

- A. M. Baltzer, Director, Production, Industrial Department
- Helen Bernstein, Assistant Secretary, Industrial Conference
- L. W. Dutton, Director, Special Projects Division
- J. J. Flaherty, Director, Research Division
- General E. J. Hoeffer, Assistant General Manager, National Safety Council
- A. S. Kelly, Director, Technical Publications
- E. E. Koch, Staff Representative, Industrial Department
- G. Miller, Director, Research and Statistics Department
- J. Siedlecki, Industrial Hygienist, Industrial Department
- P. E. Sheppard, Staff Representative, Industrial Department
- L. C. Smith, Director, Industrial Training Division
- R. M. Wilkins, Staff Representative, Industrial Department
- C. Wolff, Staff Representative, Industrial Department

PRESIDING: W. E. Montgomery, Chairman

I. Call to Order - Mr. W. Montgomery

II. Approval of Minutes of the October 16, 1960 Meeting

The Minutes of the October 16, 1960 Meeting were approved as mailed.

III. Industrial Department Report - Mr. R. G. Benson

Several staff changes were made to improve operations and increase emphasis on programs requiring additional attention.

Off-The-Job Safety has assumed such an important position in the industrial programs that added staff direction was advocated. Mr. Paul Sheppard was relieved of the Electrical Equipment Section staff representative duties and was appointed Director of Off-The-Job Safety Activities. He will retain his affiliation with the Public Utilities Section. In addition to working on off-the-job statistical program and publicity, Mr. Sheppard is also studying the possibilities of an off-the-job safety symposium to be conducted in Chicago during May 1961.

The Electrical Equipment Section that was handled by Mr. Sheppard had been assigned to Harry Johnson. Mr. Johnson now has two Sections:

Automotive and Machine Shop
Electrical Equipment

these having similar production-line problems.

To make the move it was necessary to transfer the Printing and Publishing Section to Mr. E. E. Koch. Mr. Koch had only one Section assignment and this plan will be continued in the future, when possible. We will try to have a new man handle one Section until he becomes acquainted with the work.

A new staff representative, Mr. J. Epperson was added to the Industrial Department staff on January 23, 1961. He will be assigned to the Petroleum Section. This move was made to relieve Len Smith, Training Director of all Sectional responsibilities, therefore this is not a new move but merely one that brings the staff assignments back into line. The Home Study Course and the training institute duties have become so demanding on Mr. Smith's time that this move was imperative.

Mr. Ray Ellis, Director of the Small Business and Associations Division has resigned from the staff effective February 20 to join the Variety Store Association as Assistant to the Executive Director. Mr. Ellis will remain a member of the Small Business and Associations Committee of the Industrial Conference.

The entire office staff of the National Safety Council has now gone more than two million man-hours without a lost-time injury. This accident prevention effort has been accomplished under the safety direction of two Industrial Department members - Mr. A. S. Kelly and Marshall Petersen. Mr. Kelly administered the program until we were eligible for our own Award of Merit and then turned the program over to Mr. Petersen.

At the recent Executive Committee meeting of the Board of Directors a new and somewhat larger budget for the Department was approved. The new budget allowed for one additional engineer and about a 10 per cent increase in travel. There was also an increase in the Industrial Conference expenses which will allow for added expense of the Vice Chairman's training sessions.

The more than 600 supervisors now enrolled in our Home Study course has presented an increasing problem in the Industrial Department. Thus far we have been able to distribute the grading load because of temporary curtailment of other activity. As the number of students approaches 1,000 we may have to hire people full time to grade papers.

Mention should be made that more than 100 of the present supervisor students are from the cement industry. The Portland Cement Association Training Committee recommended the class to the Association's Board of Directors and is now suggesting that all member companies participate. It is also suggested that other associations might give this program similar consideration.

The cost of the Vice Chairman's Training Session in November 1960, came well within the estimated budget. The cost per person for putting on this two-day course at the Lake Shore Club in Chicago was less than \$40.00 per person. It had been estimated that it would cost the Council between \$1,000.00 and \$1,500.00 to run this training session, but the final cost was below \$1,000.00.

The new "Safety-Wise" film series has not had enough promotion time to really know how well they will be accepted. The "Communication for Safety" series of films continues to break all supervisor training film records.

"SAFETY EVERYWHERE...all the time" has more than satisfied our expectations. Sales of material for 1960 was more than \$125,000. We had hoped that sales would reach at least one hundred thousand dollars to indicate interest in motivation campaigns. As indicated this figure was exceeded by more than 25 thousand dollars. Continued sales in 1961, indicate that we may be near 150 thousand dollars in sales of campaign materials at the present time. About 350 copies of the film are now in use by companies using the program.

It was with regret that we removed the Safety Instruction Cards from the list of available Council materials. Like the safe practices pamphlets that paved the way to the Accident Prevention Manual, these popular cards are sacrificed to the changing industrial needs. With more complete formalized training, card reminders apparently are no longer required training media. Lack of interest by our members resulted in the "kill" decision.

Two hundred sets were made up and the remainder will be destroyed. The balance may be sent to Junior Achievement for use in their safety program.

A new series of Foremen's Safety Talks are now under preparation. This series is being written by Glenn Griffin, our former training director. This new series will be an entirely new format. The talks will be shorter and the book will include suggested questions and their answers so that the foremen can conduct short classes instead of just lecturing.

The editorial staff and advertising staff of the NATIONAL SAFETY NEWS and the Industrial Department now meets monthly in order to plan improvement of this journal. The fact that the new editor and advertising manager are both former members of the Industrial Department makes this relationship highly satisfactory. All material for the forthcoming March equipment issue was reviewed by the Industrial staff to bring the equipment copy up-to-date. Authors for lead articles for each chapter were suggested by the staff and are now being prepared. For forthcoming issues, the Industrial staff has agreed to secure or furnish articles as needed in a planned schedule. We will be calling on Industrial Conference members and others for specific articles in accordance with the known abilities of the members.

In October, we prepared releases for all individuals elected to Sectional Executive Committees as well as the Industrial Conference and these were sent to local house organs and local papers as designated by the elected committee members. We have been checking to see how many releases appeared in home town papers and company magazines. Results, to date, make us believe that this idea was very satisfactory. We believe these releases give our volunteer officers well deserved publicity and helped publicize the National Safety Council all over the country.

Some months ago we stopped sending out questionnaires on the Industrial Inventory. We had felt we had enough experience to tell us that this Inventory was too complicated for our purpose. It did prove that we could get useful answers from our members, if we did not make the process too difficult. When the Member Opinion Survey Committee of the Conference was disbanded and the work referred to the staff we felt the effort to simplify should be started. A new short questionnaire has now been prepared that we think can be answered annually. This group will be asked if they will act as a member opinion group, for not only the annual survey, but to other questionnaires from time to time. The objective, to have a regular member opinion research group that can give us quick answers on specific questions. We plan to use the return post card questionnaire technique that has been so successful on the Congress Program Survey. By our next meeting we should be started and have some preliminary results on which to report.

IV. Report of the American Society of Safety Engineers - Mr. G. L. Corbell

There are now 76 chapters enrolled in the Society and 7,300 members. It is noted that this is quite an increase in the membership figures since last year.

The Society was incorporated in 1911 in New York. The Charter no longer completely reflects the Society's objectives and operations, and steps are now under way to re-incorporate in Illinois where they maintain their

headquarters to bring the Charter completely up-to-date. The Society is presently working on the revision of the Constitution and By-laws, to re-define safety engineering and also to outline the objectives and purposes of the Society.

Preparations are now under way to launch a monthly journal in October 1961, which will combine "Engineering for Safety" (monthly newsletter) and the "Journal."

The Society has also agreed to be the United States headquarters for an International Safety Abstracting Service, better known to most as CIS.

A draft will be prepared this year on an occupational monograph to be used primarily to show people the advantages of Safety Engineering as a profession.

The Safety Subject Sessions for the 1961 Safety Congress have been outlined and are now being finalized.

The Society's Off-The-Job Safety Program started last year is now being extended to our Chapters.

V. Report of the Vice President for Membership

In the absence of the Vice President for Membership, Mr. Benson presented the following report.

In spite of the turn down in the economy during the second half of the year, 1960 turned out to be a good year for both sales and membership.

Earned dues and sales income, though not yet finalized, should approximate \$4,720,000 as compared to \$4,347,000 for 1959 - an increase of nine per cent. The gain was a generalized one - each subclassification of income reaching its highest total in Council history.

Membership dues and the additional purchases of members amounted to \$3,190,000 - an increase of \$105,000 or three per cent over 1959. Sales outside of the membership classification totaled \$1,530,000 - a gain of \$269,000 or 21 per cent over 1959. Included in this group are:

Advertising and exhibit space sales	-- up 12 per cent
Purchases by Federal Government agencies	-- up 13 per cent
Non-member purchases	-- up 21 per cent

The total was further augmented by the sales of the 23 state and local safety organizations participating in the new "Sales Agreement" plan. During 1960, the first full year of experience under this arrangement, the local Councils sold \$134,000 in National Safety Council materials and received commissions totaling \$20,000.

The increasing importance of this miscellaneous classification of sales to the Council finances as well as its accident prevention influence is illustrated in the Chart which showed the history of dues and sales revenue since 1950.

While member income from dues and sales has increased 74 per cent during this period, growth in the non-member categories of sales has amounted to 295 per cent, and now provides approximately one-third of the Council's sales revenue. Although we have only just begun to aim some of our sales promotion effort beyond the membership market, the fact that substantial annual progress is being made in interesting non-members in the Council's safety services is encouraging.

Thanks to the aggressive work of the membership volunteers, 1960 membership results were the best in recent years. New memberships totaled 1,034 - the highest new member count since 1956. Cancellations, although still a major problem, numbered 745 - 12 per cent less than for the previous year, and the third consecutive year in which a reduction has been achieved.

Our sales promotion emphasis during 1960 was along two lines: (1) to increase the number of products advertised, and (2) to broaden the market to which our sales literature is mailed.

The first objective was achieved through the introduction of a monthly, six-page, full-color brochure which was used both as a National Safety News house ad and as an enclosure in all of the new posters released each month, the brochure carried a "what's new" in Council materials feature, and advertisement of one of the Council's major products, and offered sample copies of the current employee training booklets to prospective buyers.

With the introduction of this new monthly multi-product promotion piece, we were able to increase the number of products advertised in our mailing and enclosure program from an average 60 per year to 110.

The objective of increasing the number of potential customers exposed to our promotion literature was achieved by increasing our non-member and government agency mailing lists, and by increasing the number of local safety councils selling National Safety Council materials under the sales agreement plan. Each of these councils are given a supply of all new promotion material to mail or otherwise distribute to the prospects located in the areas they serve. Their sales work has greatly amplified the Council's sales program as we estimate that at least 50 per cent of their prospects are not members of the Council, or otherwise exposed to our sales efforts.

VI. Industrial Conference Standing Committee Reports

Mr. Roy P. Hamilton, as Chairman of Committees, reported that a meeting had been held on January 25 of all the Conference Standing Committees, the Chairmen of the Standing Committees had then met with Group Vice Chairman, J. S. Queener, Mr. Hamilton had attended the other group due to the absence of Mr. LeGore.

A. Audio Visual Aids Committee - W. E. Stuffing

It was reported that the film catalog scheduled for June 1961 has been started.

The Flannel Board Survey has been completed and studied, results did not indicate any further action required in the area.

Three new safetygraphs are now available for sale from the National Safety Council, the subjects are:

1. Hard Hats
2. Office Safety
3. Longshoring (set of six)

A subcommittee was appointed to study the report on the feasibility of Sections and Associations submitting 35mm slides on specific subjects. Films to then be cataloged and sold by the Council.

The committee discussed the basic point award plan for the Wm. H. Cameron Award.

B. Contests and Awards Committee - J. Lloyd

Discussion concerning the presentation of the "Distinguished Service to Safety" award revealed that some of the Sections, as well as the employing company of an approved nominee may want to make plans to hold functions in connection with presentation of this award prior to the October meeting of the Industrial Conference. A Motion was made and approved that the rules be changed to read:

The endorser of a nominee shall be notified when the nominee's application for award has been approved by the Vice President for Industry.

All recipients of awards shall be recognized at the October meeting of the Industrial Conference.

It was suggested that the chairmen of Sections be informed of the "Distinguished Service to Safety" award, with advice that application forms are available upon request.

In connection with the Wm. H. Cameron Award, a proposed point basis for evaluating Section activities relating to contests and awards was made and after some discussion, the following Motion was presented and approved, that the five points available for this activity be allocated as follows:

If Section has a Contest	1 point
Promotion of a Contest	1 "
Increase in number of contestants over previous year (any number) or if all members of Section are already participating	$\frac{1}{2}$ "

Promotion of National Safety Council Award Plan	1 point
Increase in number of annual reporters (any number)	$\frac{1}{2}$ "
Quantity and quality of award presentations	1 "

As to the actual design and style of the Wm. H. Cameron Award, this would be left to decision of the National Safety Council staff.

C. Fire Prevention Committee - Parker C. Folse

Mr. Folse, Chairman of the Committee, reported his group had discussed the inclusion of Sectional Fire Prevention activity in the Wm. H. Cameron Award, it was agreed that prior to offering any suggestions more time was needed for study.

The Safety for Fire Fighters publication project was discussed and there was considerable thought concerning the scope of the proposed material, with some Committee members feeling it should be limited to in-plant fire fighting crews. A letter would be sent to Mr. Cobb requesting progress on the project.

The Committee, along with Mr. Queener, Group Vice Chairman, discussed the name change for the Committee. Several points of view were advanced. However, the consensus was to defer further discussion to allow time to fully consider the question. The entire subject is to be placed on the October 1961, agenda.

D. Industrial Safety Training Committee - R. DeReamer

A report was made on the results of the Western Pennsylvania Safety Council Fundamentals Course, which ran the week of December 5-8, 1960, by Mr. Len Smith. The Western Pennsylvania Safety Council handled the promotion and publicity as well as securing classrooms and equipment. The Metals Section arranged for instructors. Similar courses are now being considered for Pittsburgh, Buffalo, and New York.

A Motion was passed by the Committee to have the Council explore the possibilities of producing a series of three or four cards with a safety message on each one and a place to imprint the company name. The cards would also have a place for the signature of the company president and would be sent to the home address of a new employee.

A two-day training course outline for supervisors, previously presented at the October 21 Meeting was approved. The next step is to direct this outline to all Sections with a cover letter urging the Sections to promote training of this type as a Sectional activity.

The Council is planning a course for training safety instructors. The objective of the course is to give qualified safety men the necessary training techniques to enable them to teach safety. The course would establish and maintain basic standards and would build a group of qualified instructors from which the A.S.S.E. Chapters, Local Safety Councils, Chambers of Commerce and others would be able to draw upon if they wished to conduct a course in safety. Members of the Committee will prepare standards to be met by students prior to their acceptance for this training. This will be worked on and discussed again at the next meeting to finalize the standards. The Wm. H. Cameron Award point system was discussed and a point system approved.

E. Mechanical Safeguarding Committee - T. A. Kraklow

The Committee established rules for awarding points to industrial Sections for their achievements in promoting mechanical safeguarding. These points would apply toward the Wm. H. Cameron Award.

The Committee's article on preventing Home Electrical Shocks was published in the Council's "Home Safety Review" and "Farm Safety Review." It will also appear in "Safety Education," and the "House and Garden" magazine is considering its publication.

The Council has received 177 good photographs for the Committee's proposed picture booklet on mechanical guarding. The Committee felt that some industries are still not represented. Another appeal letter will be sent to the Executive Committee of the Textile, Metals, Automotive and Machine Shop and Power Press Forging Section, asking for pictures on specific types of equipment. The introduction for this booklet has been completed.

The General Chairman of the Printing and Publishing Section, will determine progress made on a proposed Data Sheet on "Office Duplicating Equipment" and report this to the Committee.

The Committee is awaiting information on power belt conveyors, which is to be provided by Mr. Landry. The Committee will review this information and determine what further action may be necessary.

Mr. Kraklow has written to the Construction Section's General Chairman, requesting that his Section consider a data sheet on Portable Powered Telescoping Man Lifting Platforms. There are many safety hazards involved in this equipment and such a data sheet is needed.

In conclusion, some discussion was held regarding "freezing" membership on the Conference Standing Committees for a few years, or, some other means of orderly progress being established, so that work in progress will not be hampered when Committee members are changed.

F. Nuclear Energy Committee - D. F. Hayes

Reference was made to the Council's Radiation Safety Training Course which will be offered in cooperation with the Argonne National Laboratory and the Atomic Energy Commission on February 27- March 3, 1961. Good attendance is indicated as a result of wide publicity given by the Council.

The Nuclear Energy Committee reported progress by the Metals Section which has undertaken to develop a data sheet on using radiation thickness gauges. The Committee is also making good progress on the revision of "Sources of Information on Nuclear Energy" Data Sheet.

As requested at the October 1960 Meeting, the compilation of the Atomic Energy experience in accidents involving both licensees and Commission's operations has been prepared. Copies were available for the Committee to study and further publication of data will be available in February in the AEC's annual report to Congress. There will be additional publication of this information in a Technical Information Bulletin at a later date, published by the Commission's office of Health and Safety.

Mr. Fawcett, member of the Committee, offered to provide all members of the Industrial Conference with reprints of an article entitled "Citizen Atom" which appeared in the December 11, 1960 issue of the New York Times.

The Committee also wished to announce that "Living With Radiation" Part II (fire service problems) is now available from the Government Printing Office. This is a companion to Part I. Part II is currently appearing as a series of articles in the NATIONAL SAFETY NEWS.

G. Off-The-Job Safety Committee - T. J. Berk

An analysis of the quarterly reports received from the National Safety Council members on off-the-job injuries during 1960 was made by Mr. Sheppard. Copy of this summary is attached as Appendix A.

A discussion was held on methods of encouraging greater participation in the quarterly reports and an effort will be made to have the Statistical Division of the Council review the present report form and incorporate changes which should aid in preparing a better report. A post-card notice would also be sent to those companies who fail to submit the quarterly reports, but yet have volunteered to participate.

Liaison representatives with the various Sections have been appointed to each Sectional Executive Committee and they are available for counseling and aiding in the program of Off-The-Job Safety. Liaison assignments are as follows:

D. Armstrong, R.N. Occupational Health Nursing

G. G. Fleming	Textiles, Public Employee, Construction Sections
R. S. Love	Public Utilities, Electrical Equipment, Railroad Sections
G. Merriman	Pulp and Paper, Wood Products, Printing and Publishing Sections
J. E. Smith	Chemical, Fertilizer, Glass and Ceramics Section
M. M. Clancy	Aerospace, Air Transport and Marine Sections
J. M. Smith	Mining, Coal Mining and Metals Sections
Carl Conklin	Meat Packing, Food and Beverage and Trades and Services Sections
S. Juroff	Petroleum, Automotive and Machine Shop, Power Press and Forging Sections.

Each of these Committee members having liaison assignments will prepare a written report prior to the Committee meeting, so that activities can be recorded both for inclusion in the Minutes and for recording for the Wm. H. Cameron Award.

The Chairman of the A.S.S.E. Off-The-Job Safety Committee, stated that the Society had approved the appointment of an Off-The-Job Safety Committee in each Chapter, the Committee Chairman of each Chapter would report to their Chapters on any new developments.

A report prepared by Marion Martin on a survey made on Off-The-Job Safety through the State Labor Departments is attached as Appendix B.

A proposed survey form was presented and this will be mailed to all Industrial Conference members - it was suggested that a copy of the quarterly report be sent with the questionnaires.

A basis for awarding points for the Wm. H. Cameron Award was discussed and approved.

A proposed two-day workshop conference agenda had been prepared for discussion and review. The first off-the-job safety conference was to be a regional one in the Chicago area and was to be scheduled for May 8-9, 1961. The Industrial Conference, after review and explanation of its purpose, approved this Off-The-Job Safety Conference.

Information on the proposed "Learn to Swim" campaign was studied and a decision was reached that the material would be discussed further at the May 1961 Meeting.

In conclusion, Mr. Berk reported that he had conferred with Mr. W. Montgomery, Dr. Wheatley and Mr. Ennes, Chairman of the Home Conference on how Conferences can cooperate in the prevention of Off-The-Job Accidents. Such cooperation will be welcome from any Conference or Division of the National Safety Council. It was stressed, however, that such liaison is to be made by and through the Off-The-Job Committee when industrial firms were to be involved in the promotion of off-the-job activities.

H. Research Projects Committee - S. F. Spence

Study is being given to changes in the policy that guides this Committee. Copies of these changes had been sent to all Committee members for review and recommendations that they might feel were necessary. The revised policy was accepted as written and it will be forwarded for inclusion in the Industrial Conference Manual. Copies of the revised policy would be sent to all Sectional Chairmen.

Attention was then given to the research project on Safety Shoes. Professor Cox presented a status report and indicated some of the difficulties now being encountered. Some questions were raised, such as:

1. Should the standards state only performance and not how the shoe itself is made? (The Committee agreed that this should be the case.)
2. Should there be more than one level of foot protection specified in the Standards? Shoes to be used for high and low exposures were discussed. (The Committee believed that such a suggestion for dual Standards might prove feasible.)
3. Should the study as it is now progressing, concern itself only with the shoe-cap, or with a more enlarged view of foot protection? (The Committee felt that only the cap should be the subject of study at this time and a more complete foot protection could be studied later.)

A report on a study covering approximately 1,000 companies was read, this covered some 80,000 employees in the metal-working trades. It was clearly demonstrated that the first and fifth toes were the main digits being injured.

The Research Projects Committee decided that a copy of the report should be forwarded to manufacturers of the safety toe-cap and that both the Standards Committee and A.S.S.E. should be informed of this finding. It was also decided that a note indicating interest on the part of the Research Projects Committee regarding the revision of Z41.1 should be forwarded to both groups.

Discussion on the status of activities of the revision of Standard Z41.1. (Safety Shoes) and A-64 American Standards For General Industrial Stairs revealed that the Committee for revision of Z41.1. is in process of re-organization, and when a Chairman is assigned it will be operative.

A-64, a questionnaire prepared for this Standard, is being mailed out to all Committee members for their consideration.

The Standards Committee is now apprised of the fact that the Research Projects Committee is interested in both these Standards. A point system plan for the Wm. H. Cameron Award was approved. Ways and means of achieving better liaison with other Committees and with A.S.S.E. were discussed. A letter will be sent to each Committee Chairman, enclosing a copy of the revised Research Projects Committee policy along with a request that each Committee consider needed research and research projects now being conducted. An exchange of Minutes with the Research Projects Committee and A.S.S.E. would enhance liaison and steps will be taken to establish this exchange.

I. Small Business and Associations - Frank Laderer

In discussing association dues it was felt that larger associations might pay higher dues and permit a lesser charge to the smaller associations. From time to time, smaller associations have found it necessary to drop membership because of the \$80.00 fee.

A Committee will be appointed to study membership fees and make suggestions to the Council as to the most equitable membership arrangement for all concerned.

The Council staff representatives were requested to obtain names of associations that their respective Executive Committees feel might effectively cooperate in extending safety in their industry, the Small Business and Associations Committee would then follow up. It was urged that the staff of the Committee would continue to present information on the Association program to the Sections. The monthly mailings that are now received by the Association Executive will be given a complete study. A Committee headed by Fred Deeg will make this study.

The Committee approved a point system for the Wm. H. Cameron Award.

Mr. Laderer then reported on the resignation of Ray Ellis to take a position in New York. Mr. Ellis will serve as a Member-at-Large for the New York Region Committee of the Small Business and Associations Committee.

All Sections of the Industrial Conference are requested to refer to the Small Business and Associations Committee, those Associations which they believe should be concerned with, or interested in, establishing or strengthening a safety program.

J. Standards Committee - Mr. L. C. Henry

A complete report on the survey on the Serious Injury Index has been turned over to the Secretary of the Z16 Code Committee.

Representation on A.S.A. Codes and projects sponsored by the National Safety Council will be subject to approval as follows:

1. The practice of asking the Standards Committee to recommend Council representatives on A.S.A. Code Committees will be continued. In the future, a resume of the nominee's background and qualifications will be included on the ballot sent to members of the Committee.

2. By voice-vote, the following were approved as National Safety Council representatives on the indicated Code Committees.

C. R. Neil M24 Code Committee

R. M. Gilmore Pl.1 Code Committee

3. By voice-vote, the Committee approved National Safety Council's voting for the following for approval as American Standards under the existing Standards Methods.

J.I.C. Pneumatic Standards for Industrial Use

J.I.C. Hydraulic Standards for Industrial Use

These two J.I.C. Standards were submitted by the American Society of Tool and Manufacturing Engineers.

It had been proposed that the Council accept sponsorship of A.S.A. B13-1924 Logging and Sawmill Safety Code. A poll conducted among interested parties in the Wood Products Section and the Pulp and Paper Section, resulted in a substantial majority of opinion adverse to the Council's sponsoring the B13 Code. Discussion in the meeting favored exploring the possible need for a national Logging and Sawmill Code, and the alternative if the Council does not accept sponsorship. Mr. Hill, Committee member, volunteered to discuss these questions with the Pulp and Paper Section Executive Committee, and was to request Mr. Gilmore to discuss them with the Wood Products Section Executive Committee. In the meantime, action of the Committee on National Safety Council sponsorship of this code is deferred.

Material describing the Wm. H. Cameron Award point system was distributed and discussed.

Mr. R. D. Gidel presented a report on the activities of the Bureau of Labor Standards, U. S. Department of Labor, in comparing state codes and regulations with American Standards. Copies of the brochure were distributed which contained comparison charts. The Committee then discussed possible ways to assist in promoting greater use of American Standard Safety Codes in the States.

K. Technical Publication Committee - C. Ruddick

A point system for awarding points for the Wm. H. Cameron Award was discussed.

The new Handbook for Technical Publications Development was reviewed and suggested changes were noted.

The policy for preview of data sheet projects by trade associations was reviewed, and the decision reached was that the staff representative should review all data sheets in process, whether originated prior to May 9, 1960 or not, with the objective of deciding if they warrant the necessity of preview by appropriate trade associations.

The handling of data sheets by this Committee was discussed. This discussion led to a further clarification of the routine to be followed in light of the responsibilities of this Committee:

1. Final drafts of data sheets, the letter of disposition of reviewers, suggestions and the ballot to be sent to the Chairman.
2. Chairman will turn in draft of an appropriate covering letter, including a deadline date, and mail them to his Committee with instructions to send the ballot and any comments to the staff member handling the project.
3. The staff member to then consider suggestions made by the Committee in exactly the same manner that he considered the original reviewer's suggestions.
4. This Committee will then be informed as to the disposition of the comments and if, in the opinion of the Chairman of this Committee there are any questions, the data sheet is to be held up pending a meeting of the Committee for discussion.
5. The deadline date for return of Committee ballots, provided the Committee suggestions have been handled satisfactorily, in the opinion of the Committee Chairman, has been reduced to thirty (30) days.

Mr. Ruddick concluded his report by commenting that the Committee meeting had been most satisfactory.

NOTE: At the time of the January 26 Meeting, only the highlights of some of the Standing Committee reports were given.

However, for the purpose of complete and detailed Minutes the full reports are given here.

Mr. R. P. Hamilton and Mr. E. S. Hannaford as Chairman of Committees and Chairman of Sections both presented summaries of the above reports.

VII. Reports of General Chairmen of the Industrial Sections

A. Aerospace Section

Mr. M. M. Clancy, Chairman of the above Section reported that during Congress week the newly elected Executive Committee of the Aerospace Industries Section held its initial 1960-1961 meeting in the Conrad Hilton Hotel. This meeting was held on October 18, 1960 and was attended by 14 members, which represented 70 per cent of total Committee members. The next meeting is scheduled to be held in the Council offices on May 9, 1961.

Two data sheets are being developed by the Aerospace Industries Section. The outline for Data Sheet "Beryllium" is being written and the outline for Data Sheet "Pneumatic Pressure Systems" was accepted on August 18, 1960.

The Aerospace Section has joined with the Chemical Section for a joint program on Wednesday afternoon of Congress week. The Chemical Section has agreed to furnish speakers and subjects of vital interest to both Sections. The subjects to be covered are Rockets and Missiles.

The Aerospace West Coast group will take on the program for Monday afternoon of Congress week and the Central and Eastern Section will be responsible for Thursday afternoon programs. Subjects and type of program has not been established as of this date.

The Education and Training Committee has been assigned to solicit and collate titles and subjects of safety training films, scripts, booklets, etc., from the Section members. It is felt that this collated information would be helpful to all Section members, since they would then know who to contact should they wish to borrow a training aid rather than purchase one.

During the Award year which starts September 1, 1960 and terminates August 31, 1961 the Aerospace Industries Section members have earned four Awards of Honor and Five Awards of Merit. These awards have been earned under the Award plan.

The Section obtained two new members since October 1960, which brings the total membership to 63.

No general publicity for the Section. However, one member received an Honor Award for completing a full calendar year without a lost-time injury which was publicized locally.

B. Air Transport Section

Mr. H. L. Christoffel, Chairman of the Section reported that their Section Executive Committee had met on October 19, 1960 with 18 members present and three guests.

The Section's Congress Program was on the subject of Static Electricity. Messrs. Kintz and Browne of the U. S. Bureau of Mines showed the film on "Static Electricity" which was followed by a demonstrated lecture on the subject of "Static Electricity Hazards in Handling Jet Fuels." A feature of this demonstration were several examples of the effect of inter-mixing various aircraft fuels. Attendance at this meeting was in excess of 200 people.

The Section's Executive Committee held its Winter meeting in New York on January 16-17, 1961.

It was noted that during 1960, each newsletter carried an editorial on the front page written by an airline board chairman, president or vice president. During 1961, the Air Transport Newsletter will feature front page editorials written by well-known people in fields related to air transportation. For example, guest editorials for 1961 have already been received from General Quesada, Administrator, Federal Aviation Agency; Colonel Tubbs, Assistant for Ground Safety, U. S. Air Force; Mr. Lederer, Managing Director, Flight Safety Foundation and from others of equal prominence.

The Newsletter Editor is planning to publish a minimum of four, six-page newsletters in 1961 and arrangements have been made with the National Safety Council to insert an extra sheet into the regular newsletter. At the time of the Congress Newsletter Editor's meeting, the Section's Editor proposed that all newsletter editors get together shortly after taking on their newsletter assignment. This suggestion was approved by the editors and the Council. As a result, a "get-together" to exchange ideas and experience is to be held in Philadelphia in conjunction with this present meeting of the Industrial Conference.

In the area of research and engineering during the Section's October 19, 1960 Executive Committee Meeting, it was unanimously agreed to change the name of the Engineering Division to "Research and Engineering Division." This will place additional emphasis on research work being carried on by the Section members.

One research project has been completed. This project entitled "Flushing Test for Fuel Spills on Black Top Ramp Areas" was reported in the Section at the October meeting. The purpose of the project was to reduce personnel injuries, fire hazards and damage to black-top surfacing material. An evaluation was made of various methods and products in treating and flushing away jet fuel spills. Other major research projects are being worked on by Section members.

1. An analysis of the flammable vapor area which may exist on airport ramps during aircraft fueling operations.
2. The effect of jet engine blasts on various types of glass used in airport terminal buildings.

3. Tests to validate the use of "attitude" testing to pre-determine the susceptibility of prospective employees to accidents.
4. Noise surveys at airports to determine the overall noise levels produced in various areas by jet engines under normal operating conditions to verify or disprove the adequacy of existing hearing conservation programs and personal protective equipment.

Other work being done by the Research and Engineering Division is as follows:

1. At the request of one member, an evaluation test was conducted of a commercially available anti-skid paint: Three-quarters of this project is complete.
2. A study is being made of public liability type of ground incidents and accidents to determine the need for technical publications such as data sheets to reduce potential and actual injuries in this area of ground safety.
3. Current procedures on "grounding" of aircraft during maintenance, servicing or storage operations are being reviewed. This review is being coordinated with the National Fire Protection Association's Committee on Aviation and Static Electricity.
4. The possible ingestion of personnel into the intake of operating jet engines is being investigated to determine ways and means to eliminate or reduce this possibility.
5. A review is being made of existing National Safety Council Air Transport technical material (data sheets, safetygraphs, etc.,) to determine need, if any, for revision.

Mr. Christoffel pointed out that all National Safety Council publications of an educational and training nature pertaining to the Section have been reviewed to assure that they are both current and usable.

It was also determined that the posters are still usable, however, it was agreed that the poster artwork, layout and color left something to be desired and provisions are to be made to have the Committee review future posters before printing.

Safetygraphs #24 and 31 will have to be revised to include jet aircraft safety material. The Committee had already determined through the staff representative how this could be done and the cost of such revisions. Plans are being made to go ahead and develop the changes required to make the safetygraphs under discussion current.

The Section's membership count of 45 has remained the same since October 1960. Two airlines are being contacted as prospective members.

At the October meeting a Planning Committee was established for the purpose of developing a progressive plan for increased achievement by the Section. At the January 16-17 Meeting the Planning Committee submitted its report covering organization, By-laws and duties of Committee Chairmen, planning, scheduling, projects and so forth. The scope of the report was so great that the Executive Committee decided to concentrate at this time on two major items recommended in the report.

1. A Committee was formed to develop detailed recommendations regarding the Section's organization and structure including By-Laws and duties of Committee Chairmen.
2. The Statistical Chairman was instructed to investigate the development of a uniform system of classifying accident types, causes and factors, a system simple enough to use and sufficiently detailed to be of value. Aircraft and ground equipment damage and ground accidents to passengers and the general public are to be included along with employee injuries.

An Off-The-Job Safety Committee was established and various ways and means for determining members' experience were discussed. An investigation will be made to see how much usable data is available through insurance company, medical department and personnel department records. A copy of the Fall issue of the "Home Safety Review" was provided to all members of the Executive Committee.

Contests and Awards: During the award year from September 1, 1959 to August 31, 1960 the Air Transport Section members earned two Awards of Honor, eight Awards of Merit, 14 Commendation Awards and 47 President's Letters. From September 1, 1960 to the present date, one award of Merit has been earned.

In conclusion Mr. Christoffel reported that it was agreed that the Section's 1961 Congress Program would be built around the theme of "Do-It-Yourself Training Aids." Various ways of developing safety training aids at low cost were discussed. It is anticipated that this program will be very valuable to our own Section members as well as to all Council members.

C. Automotive and Machine Shop Section

Mr. G. Humphrey, Chairman of the Section, was unable to be present; the following written report had been submitted:

The Section held a meeting on October 18, 1960. Another meeting was held on January 18-19-20, 1961. Both enjoyed excellent attendance.

In regard to the Automotive Material Handling Devices, it was decided that this should be prepared as general rules with specifics to be developed later. The Committee will compile material on hold back devices on conveyors for both up and down travel. Safety

Interpretations J. I. C. Electrical Standards; intense disappointment was expressed because this material had been rejected for data sheets by the National Safety Council. It was decided to refer it to the Electrical Section for their consideration.

Movies and booklets on A.B.C.'s (non-power) Hand Tools will be made available. Steel Baller (Scrap Baler) to be referred to the Metals Section.

Mr. Humphrey reported that special assignments were made to develop the handbook, and completed material for this will be available for the May meeting. Swap Shop ideas will also be compiled to be ready for the May meeting. Plans for establishing a Speaker's Bureau of all members of the ATM are being made and assignments for speeches are to be made through the National Safety Council.

A manual entitled "Industrial Hygiene Manual for Safety Engineers" is also ready for publication.

Mr. Humphrey noted that membership has shown a slight decrease and definite plans are underway to reverse this trend.

The Off-The-Job Committee felt that there was a vast quantity of material that was not being used to its fullest value, and in order to start the full use of this, a questionnaire will be circulated to determine the best methods.

All Committees expressed determination to get articles in on time to the Newsletter Editor.

The suggestion was made that the past General Chairman and other inactive members be carried in a special advisory grouping.

Details and purposes of meetings were carried in leading Kansas City newspapers and in addition, the General Chairman for the entire group was presented an official key of the city.

All details for October's Congress Programs were finalized and it will be comprised of four speakers and Tradin' Post.

D. Cement, Quarry and Mineral Aggregates Section

Mr. F. Storch, Chairman of the above Section presented the following report.

The organization meeting of the 1960-1961 Executive Committee was held on October 19, 1960 with 24 members attending. Committee reports were received and Committees for the coming year were announced.

The second ballot received of the Data Sheet "Ammonium Nitrate-Fuel Blasting Agents" had been submitted to the Institute of the Makers of Explosives, the American Petroleum Institute, the Manufacturing Chemists Association, and the National Plant Food Institute.

Replies have been received from two of the organizations listed. The Ammonium Nitrate Subcommittee of National Plant Food Institute will meet on January 19, 1961. Discussion there will include this project and we should have their comments shortly thereafter.

Revision of the Data Sheet "Jackhammers in Quarries" is being undertaken. Currently, this is in the hands of the Engineering Committee of the Construction Section for additions to cover the use of jackhammers in their industry.

A review of the assignments for preparation of the Data Sheet "Conveyors Used in the Cement, Quarry and Mineral Aggregates Industries" will be made at the next meeting of the Engineering Committee. This is necessary because of changes in staff personnel and Committee make-up. Slides, photos and miscellaneous materials have already been collected.

The revision of the Detail Sheet "Bin Safety Platform" has been sent for review to the Engineering Committee and recommended changes will be reviewed at the next Committee meeting.

The Engineering Committee is also considering the preparation of a Data Sheet "Drop Ball Type of Rock Breaking."

It was reported that at the 1960 Congress Program of the Section, the audience was invited to submit suggestions for the 1961 program. From these, a list of 17 topics was presented at the Executive Committee meeting for study prior to the January meeting. In addition, a half dozen more topics were suggested by the Executive Committee members. A full listing of these suggestions has been sent to all members of the Executive Committee with the minutes of the October 1960 Meeting. It is anticipated that a firm selection of program topics will be made at the January meeting.

The Section's Visual Aids Committee is planning to meet prior to the full meeting of the Executive Committee meeting on January 24. At that time they will edit a new group of slides related to "Safeguarding New Equipment" which will be added to the existing "Safety Ideas Illustrated" series. In addition, there is material to be developed in conjunction with the extended campaign for promotion of personal protective equipment.

The Section's Training Committee having met twice prior to the Congress to formulate objectives and procedures, also met during Congress week to outline assignments. It is proposed, as an initial step, to establish a regular column in the newsletter and at the meeting in October an introductory article and the first three follow-up articles were worked out and placed in the hands of the Newsletter Editor.

With regard to the personal protective material campaign, the material for the initial phase (hard hats) of the proposed four-year program for the promotion of 100 per cent use of personal protective equipment has been prepared and is now in the hands of the National Safety

Council staff. It is hoped that this campaign will get under way during the first quarter of 1961.

The Statistics and Contests Committee is continuing to work with the Statistical Department of the Council in an effort to resolve apparent contradictions between industry information as published in "Accident Facts" and as it appears in the "Explosive Engineer" magazine. The Committee is confident that eventually this question can be resolved to the satisfaction of all concerned.

E. Chemical Section

Dr. E. G. Meiter, Chairman of the Chemical Section, reported that the Section's Executive Committee had met on October 18, at the La Salle Hotel, with 28 members and several guests present.

In the area of engineering, the Data Sheet "Arsenic and Its Organic Compounds" was approved by the Conference Technical Publications Committee the proposed Data Sheet on "Boron Hydrides" has passed through ballot review, Manufacturing Chemists Association review, and edited by the National Safety Council Publications Department. A letter is being drafted to the Technical Publications Committee in regard to the disposition of technical questions, additions or deletions submitted by the ballot reviewers.

Data Sheet on "Lithium" had been edited by the Technical Publications Committee and was in turn submitted to the Manufacturing Chemists Association for review. No further action was taken on the Data Sheet "Epoxy Resins and Curing Agents."

The Section's Health Committee plans to complete the revision of Silica Bearing Dusts (Safety Reprint #3) and Industrial Dusts (Health Practices Pamphlet #4) by the end of January 1961. The Technical Publications Committee of the Section has undertaken the review of nine data sheets as follows:

- Acetic Acid
- Acetone
- Aniline
- Antimony and Its Compounds
- Formaldehyde
- Hydrogen Sulphide
- Oxalic Acid
- Picric Acid
- Chemical Safety References

The Chemical Section did publish in the January 1961 issue of the Chemical Section Newsletter a questionnaire for use in obtaining accident prevention data on materials used in industry having hazardous properties that can result in injury or property damage (Know Your Chemicals). This questionnaire was offered to members as suggestions as to the questions member companies can ask the suppliers.

As to the 1961 Congress Program the Section will co-sponsor with the Occupational Health Nursing Section in a morning session on the psychology of chemical accidents. A joint afternoon session will be sponsored by the Rocket and Missile Sub-section of the Section and the Aerospace Section covering the subject of guided missile and rocket safety. The Laboratory and Pilot Plant Sub-section of the Chemical Section will co-sponsor with the American Society of Safety Engineers in a morning session on safety in laboratory operations. The Section will also co-sponsor with the A.S.S.E. in a morning session on Radiation Hazards.

The Section's Training Committee is preparing a critique of a poster on pipe line liquids developed by the Council. At least six posters will be prepared by the Council as a result of ideas submitted by the Chemical Section.

A direct appeal was made by letter to key contact members of the Chemical Section to establish an off-the-job safety program and report experience to the National Safety Council. A reprint of the article entitled "The Challenge to Management of Off-The Job Accidents," which appeared in the NATIONAL SAFETY NEWS for June 1960 was included with the letter.

The Chemical Section suggested in a letter to the Chairman of Off-The-Job Safety Committee of the Conference, that the Industrial Conference consider "soliciting the cooperation of the various state departments of labor and industry in fostering off-the-job safety through their field representatives or other means in such manner and degree that may be reasonable and not contrary to the authority."

Dr. Meiter concluded his report by noting that for the five-month period of July-November, 1960 the Chemical Section had gained 11 new members. There were 11 cancellations. As of November 30, 1960 there were 536 members in the Section.

F. Coal Mining Section

In the absence of the Chairman, Mr. Reilly, the following report had been presented.

The Section's Executive Committee held its October, 1960 Meeting during the annual Safety Congress in Chicago. Thirty-two members were in attendance.

The Program Committee had submitted the program for the Coal Mining Session of the 36th Annual Western Pennsylvania Safety Engineering Conference and Exhibit to be held in Pittsburgh April 25-27, 1961.

Within the area of visual aids five out of 12 posters submitted at the October Congress will be used in developing Council posters. These will be added to the Council poster selection and will be available to the industry.

The Roof Control Committee of the 1960 National Campaign to Prevent Injuries from Roof Falls in Coal Mines terminated on December 31, 1960. A final bulletin showing the results achieved by participating mines will be developed and sent to all enrollees. Awards will be issued to those mines, supervisors, local unions, and local union safety committeemen who qualify under the campaign requirements.

The Section's Publicity Committee has been active in getting Congress papers and safety articles in trade publications, magazines and other media. The Coal Mining Newsletter continues to disseminate safety information and articles pertinent to the Coal Mining Industry. It was noted, with deep regret that the Chairman of the Membership Committee lost his life in an automobile accident recently.

G. Construction Section

Mr. R. L. Moore, Chairman of the Section reported that during the 1960 Congress the Construction Section Executive Committee was in almost continual session for three and a half days. This busy schedule, unprecedented in the history of the group involved:

1. Construction Section Executive Committee meeting on Sunday evening, October 16, which was attended by 45 members.
2. Five separate Workshop sessions involving members of Building, Highway, Heavy, Specialty and Home Building Divisions, were held on mornings of October 17-18 and 19.
3. Three separate program sessions involving Building, Highway and Heavy Construction Safety were held on the afternoons of October 17-18-19 and the overflowing crowds indicated interest in three fields of safety in construction.
4. Two separate visual aid film showings of seven new Construction safety films on the mornings of October 18-19, drew good crowds of construction attendees, who normally would not be attracted to other morning sessions.

In the area of Engineering the following progress was to be noted:

1. Data Sheet "Lift Slab Concrete Construction" ballot review draft to be mailed January 13, 1961.
2. Data Sheet "Tilt-Up Concrete Construction" ballot review draft mailing to be completed by February 1, 1961.
3. Data Sheet "Temporary Electric Wiring for Construction Power and Lighting" - publication draft copy to be completed and forwarded to the editorial department by February 1, 1961.
4. Data Sheet "Material Hoists and Elevators" publication draft copy to be completed and forwarded to editorial department about February 8, 1961.

5. Data Sheet revision "Concrete Mixers and Pavers" was submitted to the Construction Section Engineering Committee for review and revision in February 1960 and again in October 1960.
6. Data Sheet revision "Motor Graders, Bulldozers and Scrapers" was submitted to the Construction Section Engineering Committee for review and revision in February 1960.
7. Construction Safety Hints. Several manuscripts for continued publication of this item at 11 per year were received.

Mr. Moore also reported that with regard to their Congress Program three divisions were involved, namely, Building, Highway, Heavy and they sent out questionnaires after both the 1959 and the 1960 Congress sessions. This procedure has proved its worth in planning for the next year's Congress Program. Each Division Chairman is responsible for his own Congress Program and plans for the 1961 Program were to get underway at the Section's Executive Committee meeting on January 18-20, 1961.

In visual aids, seven new films that the Construction Section Executive Committee sponsored in the 1960 Congress film showing were all films in which the Construction Section either had an interest in or actively engaged in the script review before production. The year 1961 will present a real challenge to come up with that many films. The Section's visual aids film listing will be revised and brought up-to-date to include all new films for use on construction jobs.

The Construction Section Executive Committee recognized one of its members, Gene Wasserman, of the Wexler Construction Company of Massachusetts for his one-man "off-the-job safety endeavor." Mr. Wasserman is a cost accountant for his firm and devotes 90 per cent of his time on on-the-job accounting. The rest is on safety for his firm. His "off-the-job" safety activities are done in his own off-hours from his job. He is reputed to have saved his company \$40,000 on one construction job alone in the area of waste of materials. It was after this that the firm he represents gave him the company safety job. His talk "SAFETY AND THE COLD WAR" was given twice during the 1960 Congress week and because of its impact on those who heard it, a condensation of it is repeated here.

"If Paul Revere were here today, his warning to Americans would be far more urgent and complex than it was in 1775."

The danger confronting America in the 1960's is not only different but it is far greater, one requiring a far greater warning than a single call to arms.

To be effective today, our warning must include calls for greater scientific skill, more efficiency, bigger production, faster growth, and above all a very serious call about the extremely important part that the prevention of accidents at work, at home and on the highways will play in the winning of the cold war.

If this sounds fantastic or unbelievable to you, it is no more so than the fact that almost one million lives were lost and over one hundred billion dollars wasted, as a result of accidents in the past ten years. This is a needless waste at its worst. This is a threat to our national security. No nation with that kind of record of wasted lives and resources can consider itself in first-class condition to wage a life and death struggle.

We are of course, all aware that our country is engaged in a life and death struggle, and that our most vital interests are at stake. The outcome of this struggle will affect every one of us. It will affect our jobs, our businesses, our standard of living, and the well-being of our families. It is in every sense of the word a struggle for survival.

In this struggle of the sixties, we shall either prove to the world that our way of life is the most efficient, the most humane, and the best way, or we shall go down to an ignominious and dreadful defeat. The day is past when we can waste lives and resources with impunity. The day is past when we can afford to ignore our major social problems, or calmly pass off as statistics the killing of over one hundred people a day on our highways. The day is past when we can disregard the effect of our actions on world public opinion, without substantial hurt to ourselves.

If we want to prove to the world that we will not be overtaken economically by any other power, if we want to show the world we can grow as fast or faster than any other country under any other kind of system, we will have to operate at top efficiency. We can no longer afford the luxury of waste through accidents.

Make no mistake about it. In every phase of this cold war the efficient conduct of our industries, the extent to which they are kept free of accidents, and the extent to which our homes and our highways are kept free of accidents will have a major effect in determining our ability to meet our objectives.

The warning should be very clear. We dare not repeat the waste of the frightful fifties, during which we threw away the lives of almost one million Americans without batting an eyelash, and dumped over one hundred billion dollars in costs down the sewer, by the most shameful route of accidents. We can, we must, and we will do something about it if we heed this warning and understand how seriously important it is to all of us.

The prevention of accidents on the job, at home, and on the highways, has become the number one factor, where each of us can and must effectively do his part to help our country with this cold war. I appeal to you to make your own safety in the sixties one of your major contributions to your country's effort."

In continuing the report Mr. Moore pointed out that the Construction Section are also members of the Associated General Contractors of America and they, therefore, report their accident statistics to the AGC so there are no plans to duplicate this effort since the AGC also make this information available to the Council as do the Corps of Engineers of the U. S. Army. Five division chairmen constitute those who serve with the Membership Chairman of the Section. In this way the Chairman can get leads from those in five different fields of construction safety.

So important is the relationship of the Section's work to that being performed within associations that our Vice Chairman is handling this phase of the work. He is working in close cooperation with the Small Business and Associations staff representatives at Council headquarters.

The New York City Construction Section Executive Committee meeting on January 18-20, 1961 was scheduled to run during the same week and concurrently with the National Constructors' Association Safety Committee. All of the members of this Committee were invited to attend the meeting of the Section's Executive Committee. One-half of this NCA group of 20-25 people are already members of the Committee and nearly all will attend the New York meeting. This is most indicative of the close cooperation that exists.

The General Chairman, Mr. Moore gained publicity for the Council's Construction Section in the annual issue of Chicago's Construction News; published on December 21, 1960; the article read as follows:

If someone were to ask the question as to who is the spokesman for safety in construction operations it would be very difficult to name any one man. Why is this true? Well, for the simple reason that there is a recognized national safety group that concerns itself with the construction safety problems of our country in all phases of the huge construction industry. This group consists of 90 persons that represent contractors, labor, government safety engineers, association and insurance company safety engineers.

So we could say that this group could be considered as the recognized authority in the matter of construction safety because their members represent all branches of the industry; namely, building, heavy, highway, specialty and home building. During the year 1960 the Construction Section's Executive Committee held three meetings, which were all well attended. These meetings included workshops where the assembled group labored on the development and production of construction safety training aids which are produced for the industry by the National Safety Council.

High point of the work for the year 1960 was on the development of agreement by the Committee on content of basic safety programs for contractors in all of the five divisions of the industry. This is a continuing program that is being carried forward into the year 1961.

It is true that the successful safety program must be tailored to meet the specific needs of each job. Proof that contractors have been doing a good job over the years is given by citing statistics that date back to the year 1926. In that year, the frequency rate of accidents in construction was 57.70 and the severity rate was 5,440. By 1933, the frequency rate had declined to 55.66 and the severity rate was up to 5,760. In 1940 the frequency rate was 33.47 and the severity rate had dropped to 3,580. In 1959 the frequency rate was only 18.78 and the severity rate was 2,249.

Predictions as to what the rates for the construction industry will be for both 1960 and 1961 cannot be made at this time but if one can draw any conclusions from the work that is being done by contractors and labor alike, with the assistance of the insurance companies and governmental agencies, we can look forward to continued improvement for both years. It will take the efforts of all of us in the Construction Industry - let's all remember that construction can be safe!

H. Electrical Equipment Section

Mr. E. J. Turton, Chairman of the Electrical Equipment Section reported that their annual meeting took place in Chicago on October 18, with 24 members in attendance.

The first meeting of the Executive Committee in 1961 was held in Allentown, Pennsylvania on January 11-12 at the Americus Hotel. Again 24 members were present.

Data Sheets completed in 1960 were as follows:

1. Use and Maintenance of Electrical Test Equipment
2. Care and Maintenance of Explosion Proof Motors
3. Static Electricity
4. Storage Batteries.

Data Sheet scheduled for 1961:

1. Oven Safety

Studies in process to be completed in 1961:

1. Solvents in Electrical Equipment Industry
2. Safety Promotion For General Education
3. Soldering Techniques and Safety
4. Hazard, Emergency, Procedures and Rules for:
 - a. Operators of Electrical and Electronic Equipment
 - b. Maintenance Personnel
 - c. Engineers

Long Range plans include:

Electronic Laboratory Safety - Film - proposed outline completed, suggested script in work.

Films - "Current Facts" sound strip film on basic electrical safety produced by Liberty Mutual with technical assistance from J. Pekin, Raytheon Company, a member of the Executive Committee.

For the 1961 Congress Program, the following was sponsored by the Electrical Equipment Section and was approved for submitting to the National Safety Council.

Wednesday, October 18, 1961

"Safety in the Manufacture and Operation of Electronic Test Equipment" the recommended speaker from the Texas Instrument Company.

"Safety in Printed Circuit Manufacturing" the recommended speaker, from Western Electric Company, Mr. H. Weaver, Plant Engineer.

"Electrical Hazards in Industry" this to be a demonstration type presentation, Mr. R. B. Hull of General Motors Corporation.

Thursday, October 19, 1961

"The Proper Method of Selection and Use of Hand Tools," Mr. E. Woloshyn from the U. S. Steel Corporation.

"Safe Practices in Manufacturing Processes in the Semi-Conductor Industry" and in this instance the recommended speaker is as yet open.

The sound strip film "Current Facts" is to be publicized in the Section's newsletter and a further film will be reviewed for possible training use at the June Meeting in Detroit. Further plans to be discussed and reviewed at the June Meeting.

An off-the-job survey report is to be prepared, its purpose will be to learn more about the activities of the various companies in the field of off-the-job safety. Subsequently, a summary will be prepared and sent to all members who respond to the survey. It has also been decided that the newsletter will carry items on off-the-job safety in each issue.

Up-to-date listing of prospective members will be distributed to Executive Committee members for personal contact possibilities in their geographical location. The staff representative is to review Council's supplying Executive Committee members with materials which would help them do a more effective job in recruiting new members. Total membership to date is 151.

In conclusion Mr. Turton noted that 1961 stands as a year of challenge to every Section of the Industrial Conference. The Wm. H. Cameron Award can be a serious challenge to the talents of every man on every Committee of the Electrical Equipment Section, to extend their best efforts in the interests of safety.

I. Fertilizer Section

The following report had been presented by the Chairman, Mr. Raney, since he was unable to be present.

The Section's Executive Committee meets three times each year. Generally in February, June and October. Attendance at those meetings is usually 90 per cent or better.

The Section, with the assistance of the National Plant Food Institute and the National Safety Council, has prepared a Fertilizer Safety Guide Book. It will be released for distribution during January 1961. This guide represents several hundred years of experience in the fertilizer industry and will be useful to small fertilizer manufacturers who do not employ full-time safety engineers.

Special efforts in the field of membership are continuing. The Membership Chairman is systematically covering the fertilizer manufacturing areas of the U. S. with letters going out to all non-members. A follow-up procedure and a letter for cancelled members has now been established.

It is noted that the Fertilizer Section enjoys the services of a Supervisory Training Committee. This Committee is composed of five chairmen from the Executive Committee, who organize and conduct supervisory training classes in five regions within the U. S. There were 186 participants in this training program for 1960.

In conclusion, Mr. Raney referred to their Congress Program which is complete at this time and observed that the Fertilizer Section is providing the industry with a very necessary service in the prevention of accidents and injury.

J. Food and Beverage Section

Mr. N. L. Heuer, Chairman of the Food and Beverage Section, reported that as in previous years the Food and Beverage Section has been very active in carrying out all phases of sectional activity and as in past years had nine active industrial divisions. Each division has a Chairman and Secretary and in some cases a Vice Chairman. These divisions hold meetings at various times throughout the year and then report to the Section's Executive Committee.

The Executive Committee met on October 20, at the Sheraton Towers, with 29 members in attendance. Earlier during the week of Congress the outgoing Executive Committee held a meeting with 50 of their members present - at these two meetings reports were received from all Committees and divisions and progress made during the year was noted.

The Grain Handling and Processing Division is gathering material for a proposed Data Sheet on "Hazards of Men Working in Grain Bins and Food Tank Cars" and a rough draft of the Data Sheet "Unloading Bulk Grain Cars" has been submitted. However, further research is being done on this.

With regard to the 1961 Congress Program some of the Section members believe it should be streamlined by eliminating a Tuesday luncheon meeting.

All divisions of the Food and Beverage Section are again being urged to develop and carry on round-table sessions and an effort is being made to include their trade associations in these sessions.

The Bakers' Division completed a survey to determine needs for plant and fleet posters. The division is cooperating with the American Bakers' Association in an effort to develop posters.

The Soft Drinks Division has completed some art work for a proposed set of colored slides on truck backing accidents. The Brewers' Division at their last meeting in Chicago planned on developing some new visual aids for the Brewing Industry. The Dairy Products Division presented a very interesting visual aid entitled "Sputnik, the Moon and Profits" and this presentation was so well received that the Section plans to request their Visual Aids Committee to follow-up on this particular presentation by making it available in kit form for use in plants.

The Section's Off-The-Job Safety Committee has authorized headquarters to make a special mailing of a questionnaire, surveying the off-the-job activities of Section members.

Division Chairmen have outlined the scope of their groups so that a study can be made of the correctness of contest entries. The Bakers' Division is working with the Safety Committee of the American Bakers' Association in an effort to set up a jointly sponsored fleet contest similar to the one existing in the Bakery Plant Contest.

It was noted that Dr. P. Rush, Health Director of the Section's Executive Committee for almost 20 years, and Medical Director for the Corn Products Company, received the Distinguished Service to Safety Award on October 19, 1960.

The Section's Executive Committee has added members, who it is believed, can strengthen its liaison with the several associations who are influential in the nine industry divisions - co-sponsorship in sessions is one aim.

The Newsletter Editor hopes to make available interesting and beneficial newsletters to all members of the Section and is particularly interested in not only achieving wide coverage of activities from the members but also beneficial materials from other Section newsletters.

A new Training Committee was appointed and it is now considering promotion of one or two-day courses for supervisors. The First Vice Chairman of the Section attended the Council's training meetings on November 10-11, 1960 in Chicago.

Mr. Heuer added that he had referred to nine divisions. However, at their last Executive Committee meeting, the Agricultural Division was changed to a Committee so as to better represent other divisions with agricultural interests. With such a change the Sectional Divisions will total eight.

K. Glass and Ceramics Section

Mr. Wray, Chairman of the Glass and Ceramics Section, reported that there had been no meeting of his Section since the October 1960 Congress. Their next meeting was scheduled for April 10, 1961 in Detroit, Michigan to afford members the opportunity to attend meetings of the American Industrial Hygiene Association Conference.

The manuscript for the Data Sheet "Masonry Cows" has been prepared and forwarded to the Technical Publications Committee for their action.

In preparing for the next Congress meeting, efforts will be made to provide portions which will be appealing and beneficial to the newer workers in the field of safety and other portions pertaining to problems of more particular interest and value to workers of greater experience.

An effort will be made to compile statistics on off-the-job accidents in which the employees are directly involved. This information, when assembled, should be valuable to the entire Industrial Conference.

In the area of membership every effort will be made to retain the members already enrolled and to enroll new ones so that the year may show a 10 per cent gain.

Contestants of the previous year are automatically re-entered for the new contest period and the Executive Committee of the Section is most active in efforts to increase the number of participants.

L. Hospital Safety Services (No Sectional Status)

The following report was presented by Mr. Ray Ellis for the Hospital Safety Services.

During 1960 the American Hospital Association and the National Safety Council have continued their co-sponsorship of the hospital safety services and the Hospital Safety Contest.

One thousand one hundred and thirty-seven hospitals are participating in the program and 44 hospitals competed in the Hospital Safety Contest.

The National Safety Council participated in several meetings with the American Hospital Association staff, the AHA Committee on Safety, the AHA Committee on Insurance, and presented a paper and maintained a booth at the AHA Annual Convention in San Francisco during August 1960.

There has been increased emphasis on patient and visitor accident since the cost and legal implications of these two areas have demanded a concerted effort.

Greater acceptance of the importance of Hospital safety was evidenced during 1960 through invitations to the Council staff representative to appear in regional meetings and at State association conferences. Florida and Missouri are currently contemplating the feasibility of a safety survey that will provide additional information for developing effective safety programs in hospitals throughout the nation.

M. Marine Section

In the absence of the Chairman, the following report had been presented:

Annual business meeting, 1960 Congress had been held with 105 in attendance.

General sessions were held on Stevedoring, Shipbuilding, Inland Waterways, Tank Ships, Cargo Ships, and U. S. Coast Guard, a luncheon held jointly with the Propeller Club of the Port of Chicago.

In the area of engineering, it was reported that four maritime safety-graphs had been completed for the Bureau of Labor Standards, U. S. Department of Labor. Two additional, (completing the series of six) prepared in preliminary form and sent to the Bureau for review and approval prior to printing. These are to be completed during the first half of 1961.

A Subcommittee was appointed to line up programs for the 1961 Congress on subjects of Stevedoring, Shipbuilding, and Inland Waterways.

In off-the-job safety it was noted that the shipbuilding industry is the one branch of the Marine Section best suited to activity in this field.

With regard to Association there is cooperation with American Waterways Operators in promotion of their safety program, including Council Administration of Barge and Towing Vessel Safety Contest. Various industry trade associations cooperate actively with the Marine Section through membership of their officers on the Section's Executive Committee.

For additional publicity the American Waterways Operators are mailing contest rules, registration forms, etc., to all their members with publicity in their weekly newsletter to promote greater participation in the Barge and Towing Vessel Industry Contest. The Public Information Officer of the American Merchant Marine Institute serves as Publicity Chairman for the Marine Section, he has secured extensive publicity in New York papers for the 1960 Marine Section Congress Sessions.

N. Meat Packing, Tanning and Leather Products Section.

In the absence of the Chairman, Mr. MacKenzie, the following report had been presented.

The Section's Executive Committee held one meeting in December 1960 at the National Safety Council headquarters.

No further study has been made on studying the safety aspects of human slaughtering in the Meat Packing Industry.

The proposed schedule of Section activities for the 1961 Congress Program were submitted at the Section's December Executive Committee Meeting. The suggested theme is Material Handling, since that is one of major problems within the industry.

There are at present 25 participants in the Meat Packing Contest and 49 participants in the Leather and Tanning Products. At the last Executive Committee meeting the Section's Contest rules were reviewed and plans were made to revise the rules for next year's contest.

During the last Executive Committee meeting discussion was held regarding participation of the Council in the 1961 convention of the National Independent Meat Packers Association and the American Meat Institute. Both of these conventions will be held in Chicago this year and plans are being formulated to have a safety exhibit. The staff representatives' participation at the last convention was considered beneficial and it is hoped that this year's activities will be equally successful. The staff representative is working closely with the association and has been instrumental in promoting new interest in accident prevention activities.

In the area of publicity it was noted that the magazine, National Provisioner, had done a tremendous job in reporting and promoting the safety activities in the Meat Packing Section. A number of other safety articles have appeared in Meat Magazine and other periodicals for the industry.

At the Section's last Executive Committee meeting plans were formulated for continuing the newly developed Supervisors Accident Prevention Course. It is anticipated that the next training school will be held in New York. Additional plans will be discussed at the next Executive Committee meeting.

Plans are still underway for developing a safety manual for the meat packing industry. The Tanners Safety Manual is scheduled for revision and a report will be made at the next Executive Committee meeting.

The Section's accident figures were computed and reviewed and it was agreed to make some revisions which would give a more representative picture of the industry. A concerted effort will be made to obtain more reporters which in turn would tend to improve the accuracy of the statistics.

O. Metals Section

Mr. Gilliland, Chairman of the above Section reported that the first meeting of their Executive Committee was held on December 15, at the Council offices and that it was preceded by a planning meeting attended by officers, Committee Chairmen and several of the Section's past General Chairmen.

Subjects for two new data sheets were submitted to the Engineering Committee and one existing data sheet was prepared for revision. These are in addition to 11 new data sheets now being prepared and four that are being revised or cleared for revision. Eight Safety Instruction Cards covering the subject of Foundry Operations are being reviewed for revision.

The Training and Education Committee is considering the development of a slide film job safety analysis program of the type developed and used by Republic Steel Company. A typical program of this kind was presented to the entire Committee for their review and comment. The Training and Education Committee co-sponsored a "Fundamentals of Safety Training" course in Pittsburgh during the week of December 5-9. The program was well received and consequently future sessions are to be considered for Cleveland, Buffalo and Syracuse plus a "repeat performance" at Pittsburgh.

Off-The-Job safety continues to receive attention from all Committees in their projects and from all individuals at their plants. The Metal Section continues among the leaders in a number of companies reporting off-the-job statistics to the National Safety Council. Awards were presented at the 1960 Congress to 236 Contest Winners. One thousand one hundred and sixty-eight contestants completed the contest representing 2,516,823,000 man-hours worked. The first place in Group A was won by Gary Steel Works, U. S. Steel Corporation which established a new steel industry safety record of 17,133,124 man-hours.

The Section's Membership Committee is exploring the possibility of providing additional follow-up on each new membership as well as continued efforts to follow-up on cancellations.

Efforts are being made to retain the representative of the Steel Plate Fabricators Association as a member of the Steel Fabricating Committee. This Association contact can be helpful in reaching companies not otherwise exposed to the Council and organized safety activity.

The Newsletter Editor and the Co-Editor have again assigned particular issues to various committees. This arrangement worked out well in the past year and it is hoped to continue to improve the quality of this publication as the Section's "voice to the membership."

In conclusion, Mr. Gilliland noted that the West Coast Committee reports that they will sponsor three half-day sessions at the Western Safety Congress in late March and they have established contact with a safety group in the state of Washington. Two new members have been appointed to the Committee and it appears to be making substantial progress toward broadening the contacts and coverage of the Metals Section.

P. Mining Section

In the absence of the Chairman, Mr. J. M. Smith, the following report had been presented.

The Annual meeting of the Section's Executive Committee was held in Chicago during the week of the National Safety Congress. The mid-winter meeting is scheduled for January 23-24, in Morgantown, Pennsylvania.

The Section's Engineering Committee is preparing a Data Sheet on "Drilling with Jumbos." Forty members of the Section as well as some manufacturers have been requested to provide information on this subject.

The Program Committee has three papers scheduled at this date for the 1961 Congress. In addition, this Committee has canvassed members of the Section for suggestions on subject matters and speakers for the 1961 Congress.

The Visual Education Committee is developing a script for use with a set of slides on Underground Haulage. The visual aid "Safety in Open Pit Operations" which was produced last year has been made available to both American and Canadian Mining Operators, and the demand is such that the available copies are scheduled through April 1961. Articles on visual aids have been prepared by members of the Visual Education Committee and are being published in the Section Newsletter.

Three articles on Training are being prepared by the Training Committee and will be published in the Section's Newsletter. In the area of special programs it was reported that:

1. The Mining Section Executive Committee at the Annual meeting in October passed a motion that the Section conduct a falls-of-ground campaign in 1962 and that material be developed during 1961 for use in this campaign. While awaiting the approval of the Industrial Conference on this campaign, a Steering Committee has been set up to start work on the project. Material used in the last Mining Section campaign and the Coal Mining Section campaign on this subject is now under review.
2. A special Committee made up of three past General Chairmen has been established to draw up an "Activity Manual" to serve as a guide for future Executive Committees. Work has started on this project.

Q. Occupational Health Nursing Section

Miss Clare Schwartz, R.N., Chairman of the above Section, reported that the Section's Executive Committee held two meetings. A business meeting during the week of the National Safety Congress and a second meeting in December at the Council headquarters.

Program plans for the the 1961 Congress are well underway and a joint session is planned with the Chemical Section plus a tour of the American Medical Association headquarters.

The Section's Visual Aids Committee will sponsor a Poster Contest during the coming year and consideration is to be given to a data sheet and review of existing data sheets.

Off-The-Job safety will be an over-all Section activity rather than confined to a Committee. All Executive Committee members have been encouraged to submit items of interest or helpful ideas for publication in the newsletter. The March 1961 Newsletter will feature "The Nurse and Off-The-Job Safety."

Efforts to promote membership will be directed toward management and publicity in State Nurses Publications. Information obtained from previous surveys will be studied to see if these were beneficial. The Publicity Committee sent a questionnaire to all newsletter recipients regarding attendance at the 1960 Congress. Replies revealed that most do not attend because management does not provide budget or money for the nurse to attend the Congress.

In conclusion, Miss Schwartz reported that a Special Committee within the Executive Committee has been appointed to continue the work of formulating a Handbook on the Scope, Purpose and Organization of the Section. It will include clarification of the functions and duties of officers and Committee Chairmen.

R. Petroleum Section

In the absence of the Chairman the following report had been presented.

The first meeting of the 1961 Executive Committee was held in October 1960 at the Hilton Hotel in Chicago. One of the most important items on the agenda was the second reading of the new proposal for re-organization of the Section, as submitted by the Research and Advisory Committee, following a complete analysis of the problems of the Section. It was agreed that a final reading of this proposal would be made at the February 1961 meeting in New Orleans, with the hope that it might be submitted for approval at the May 1961 meeting.

Another important item on the agenda was the appointment of a Subcommittee to suggest a method of presenting a formal request from the Petroleum Section to the National Safety Council to acquire the services of a staff

representative on a full-time basis. The consensus of the recommendation was that the effectiveness of the Section was severely restricted by the lack of sufficient staff assistance in the solicitation of new members within the Petroleum industry, on-the-spot personnel guidance of Regional Chairmen, the assistance required to follow projects to a conclusion, etc. As a result of the action taken in this regard, our Section has been promised additional help by the employment of an additional staff representative in the Industrial Department who will be able to give more time to the Section. (A new staff man is already available. See Industrial Department report.)

Good progress has been made in the preparation of five-minute safety talks by the members of the Section, particularly Divisional Chairmen, and it is hoped that our efforts will produce additional talks in the forthcoming year.

The Contests and Statistics Committee submitted a revision of the Contest Rules for 1961. The revisions were approved and it is felt that they will evolve a set of rules that will create a stronger competitive spirit, thereby reducing accidents in the Petroleum industry.

Preliminary work was done on the Congress Program for 1961 and it is anticipated that good progress will be made at the February 1961 Meeting toward completion of this project.

The following meetings of the Petroleum Section will be held during the coming year.

New Orleans	February 2-3, 1961 Executive Committee
Detroit	May 7, 1961 Executive Committee Statler Hilton Hotel (in conjunction with the mid-year meeting of the Accident Prevention Committees of A.P.I.)
Chicago	October 16, 1961 Executive Committee
Chicago	October 19, 1961 Executive Committee

With the study of the re-organization of the Section and the addition of more staff to help, a successful year with increasing success in the years to follow is anticipated.

8. Power Press and Forging Section

Mr. D. W. Stitt, Chairman of the above Section, reported that the Section had held a two-day meeting in December 1960. The meeting was preceded by tours of one of the Reynolds Metal plants and the Home Laundry Department plant of General Electric's Appliance Park. The next meeting

will be held at the Hilton Hotel in Pittsburgh, Pennsylvania on March 9-10, 1961 and the following meeting will be in Flint, Michigan May 18-19, 1961. Both of these meetings will be preceded by a plant tour on the day before the meeting.

Excellent publicity was received by the Publicity Committee during the Section's meeting in Louisville, Kentucky. A representative was invited to appear on a 15-minute local radio program, known as the "Home Program" over station WHAS, on Thursday morning. A reporter for the Courier-Journal, Louisville's leading newspaper, requested an interview with members of the Committee and published a two-column article about the Section's activities in the December 9 morning paper.

As a summary of Committee activities, the following is a brief report:

Committee Membership: Mr. G. Johnson, Chairman of the Membership Committee submitted his resignation due to the press of company business and other local safety activities. Consideration will be given at the March meeting to a replacement for Mr. Johnson or a combination of the Membership and Public Relations Committees. We were also advised of the resignation of Mr. Daschner, Mr. Buss, Mr. Howell, Mr. Reed and Mr. Sowers as members of the Committee, for health and other reasons. Messrs. Atkinson, Campbell and Windyand were welcomed as new members of the Committee. Consideration is being given to a moderate expansion in the membership of the Committee to provide additional members to certain of the Subcommittees.

The Public Relations Committee reported on the publicity for the meeting. Also that the Program Committee for the Ohio State Safety Conference was extending an invitation to Mr. Greenough to present, for their meeting, the same paper he presented at the time of the 1960 Safety Congress Program.

This Committee was given the responsibility for handling the future hospitality activities and to welcome new or prospective members and see to their interests and needs so they will feel a part of the group. A write-up will be prepared for new and prospective members to include pertinent items of interest about our activities and procedures during the meeting.

Mr. D. Brainerd was appointed Chairman of the Section's Nominating Committee with Mr. Bullard as a member. Two more appointments will be made as needed.

Newsletters - all Committee members not attending the Board of Governors meeting were appointed ex-officio members of a Newsletter Committee and met with the Editor during the Board meeting.

Materials of previous and future "Cheaper Than You Think" and Forging Trading Post Programs will be turned over to Art Kelly who will maintain a library for future use of same.

Dr. Vurpillat, Medical Advisor, was requested and agreed to provide articles for the newsletter on Industrial Medicine, Hygiene and Nursing.

Mr. K. Hikes, President and Mr. Hack, Executive Vice President of the Louisville Safety Council were brief visitors to the meeting and expressed interest in the Section's activities.

The re-organization of the Industrial Conference and a message on the re-organization from M. F. Biancardi, the Section's Group Vice Chairman was reviewed and discussed.

Possible revisions to the Handbook of Information for the purpose of clarification were mentioned and this will be discussed at further length at the time of the Section's March 1961 Meeting.

The Engineering and Technical Publications Committee reported that they were in the final stages in the development and review of the Forging Manual. Every effort is being made to submit material to the National Safety Council for editing and publication prior to the 1961 National Safety Congress.

The Committee on Education and Training discussed the matter of Posters on Power Press and Forging Safety. Each member of the Executive Committee was requested to submit ideas for posters at the time of the March meeting.

A training program for supervisors in Power Press Safety was discussed and an outline for such a program will be completed at the time of the March meeting.

Consideration is being given by the members to the possibility of a data sheet or Training Manual on Safety for Coil Stock Line Operations.

The Committee is also to consider the need for a data sheet or Training Manual in the Safe Handling, Use and Storage of Flammable Materials used in press operations.

In conclusion, Mr. Stitt reported that subjects had been submitted for approval with regard to the 1961 Congress Program.

After some discussion regarding the use of door prizes at the Congress meetings a Motion was made and approved that the Section continue its practice of giving door prizes.

T. Printing and Publishing Section

Mr. Grothaus, Chairman of the Printing and Publishing Section reported that the Section's Executive Committee meeting had been held on October 17, 1960.

The Engineering Committee reported that the Data Sheet on the Three Knife Trimmer is now ready for publication.

There was a great deal of discussion at the Executive Committee meeting regarding the 1960 Congress Program, but discussion on the October 1961 program will take place on January 27 in New York.

It is the desire of the Off-The-Job Chairman of the Section to seek the support of the member companies in reporting off-the-job accident records and have them sent to the National Safety Council.

Membership activities have not been too active. The Chairman of this Section has no suggestions or new ideas on what to do in order to increase membership in this Section. It is hoped that the Membership Division of the Council is following up on cancellations and membership expirations.

In connection with the Education and Training Committee, letters will be sent to presidents and managers of affiliated associations soliciting their cooperation in our activities and to stimulate interest in safety.

The Section plans to hold a further Executive Committee meeting in May 1961, and the final meeting for the year in October at the time of Congress.

U. Public Employer Section

Mr. Goodin, Chairman of the Section reported that the Section's Executive Committee meeting had been held in October 1960. Projects in process continued from the preceding year are:

1. Preparation of a Handbook as a guide to Committee Officers and member activities.
2. Accumulation of information on "Refuse Collection and Disposal" for possible development into a data sheet.
3. Membership promotion.
4. Efforts to persuade more Governmental subdivisions to report injury experience to the Council's Statistical Department.

No new projects were initiated but several subjects were advanced for consideration and a specific subject is to be selected from these on which to start a project. These included Safety Practices and Procedures for the following:

1. Heating and Handling Cutback Asphalt.
2. Surface Patching on High Speed Highways.
3. Seal Coating Operations on Highways.
4. Surveying in Mountains and Rugged Terrain.

It was proposed that a study be made to determine operations that are peculiar to Public Employee Groups.

There is, through various members of the Executive Committee, an accumulation of information on Braces or Supports for Dump Truck Bodies while work is being done under a raised body and for information on Roll Bars for farm-type tractors that are used by various agencies for such operations as moving road shoulders and similar work. This information is being distributed through the Sectional Newsletter.

V. Public Utilities Section

Mr. McEldowney, Chairman of the Section, reported that the Executive Committee had held a meeting on December 13-14, in New York. A Spring Meeting is scheduled for June 6-7, 1961 in Montreal, Canada.

The Section's Engineering Committee reported that the Data Sheet on "Live Line Tools" has been completed and was published in the December issue of the NATIONAL SAFETY NEWS. Revision of the Industrial Safety Series Pamphlet "Lineman's Rubber Protective Equipment" has been completed. A further Data Sheet on "Safe Switching Practices" will be completed before October 1961. Safety Instruction Cards covering five hazards in the gas industry have been submitted to the Council.

The Congress Program is taking shape. There will be one general session on Wednesday afternoon designed for all public utilities; Thursday afternoon the Gas, Electric, Communications and Water Utilities will have separate meetings. Each of these programs will be developed so as to be of special interest to delegates from the separate utilities.

Twelve posters will be submitted for the electric utility industry. These posters will tie in with the E.E.I. safety program on electric shock and burns. A safetygraph on "Job Briefing" has been completed and submitted for approval. In this area of visual aids, the Section is developing a flannel board presentation on "Investigating Accidents" and this will be submitted for staff development and approval.

A five-day safety training course "Fundamentals of Employee Safety in Public Utilities" is scheduled to be conducted in Chicago on April 3-7, 1961. A two-day safety training course for electric utility foremen in Montreal on June 8-9, 1961. Training instructors for these courses will come from our Executive Committee.

The gas industry through the A.G.A. has arranged with the National Safety Council to have a separate listing made of its vehicle accident experience, and the Gas Division of the Section's Employees Safety Contest is now sponsored by the A.G.A. The Gas and Electric Industries were able to reduce their frequency rates again in 1959. Communications, as usual held their frequency to a very low figure.

All members of the Section's Executive Committee have been provided with the rules for the Wm. H. Cameron Award.

Membership in the Section is now the highest of all other sections within the Industrial Conference. About 897 companies and associations are affiliated with the Public Utilities Section as of December 1, 1960. Each member of the Executive Committee has been assigned specific duties relative to gaining new members and holding old ones.

In the area of Off-The-Job Safety several of the public utilities, including the Bell Telephone Companies and the Columbia Gas System have introduced off-the-job safety programs to their employees.

There is an excellent working agreement with the following associations: American Gas Association, Edison Electric Institute and the American Water Works Association, many of the Section's projects are completed through a cooperative effort with these groups.

In conclusion, Mr. McKelowney noted that notices of the Executive Committee meetings are sent to 12 or 15 appropriate magazines. Many of the member companies have newspaper articles published which set out the aims and results of their safety programs.

W. Pulp and Paper Section

Mr. Hill, Chairman of the Section reported that the Section's Executive Committee had held one meeting in October 1960.

The Engineering Committee of the Section reported on the following status of the data sheet projects now under way.

1. Paper Bag Manufacturing - final draft completed and submitted to the Technical Publications Committee for approval.
2. Chlorine Dioxide - third draft completed.
3. Logging Camps - this project was killed by the Pulpwood Logging Committee.
4. Axes - The Pulpwood Logging Committee is gathering data for an outline on this project.
5. Handling Liquid Sulphur - initial draft is complete.
6. Hydrapulpers - third and ballot draft is almost complete.
7. Asphalt Roofing Manufacturing - second draft is being prepared by the Roofing Committee.
8. Handling and Storage of Paper Rolls - no further progress on this project.

The following data sheets are in the process of revision with most of the Committee work completed:

1. The Acid Plant - Data Sheet.

2. Unfired Pressure Vessels and Piping in Pulp Mills - Data Sheet.
3. Pulp Mill Digesters - Data Sheet
4. Paper Machines - Data Sheet

The Pulp and Paper Section plans to hold a joint meeting during the 1961 Congress with the Printing and Publishing Section. In previous years, the Section had conducted ten Congress sessions with each Division of the Section having its own session. Since the program content of these sessions was of a general nature, it was proposed that the smaller sessions combine into larger groups. From the response from the Division Chairmen, it appears that the Section will have six sessions in 1961 instead of the usual ten.

The joint luncheon with the Wood Products Section will be continued.

The Chairman of the Section's Off-The-Job Safety Committee has developed a survey from which it is intended to determine the extent of off-the-job safety activity within the industry. This survey is to be conducted among all A-1 and C-1 Administrative Unit holders in the Pulp and Paper Section. An analysis of this survey will be made available to all members.

The special Committee established to develop a "Standard Accident Report Form by Mill Department" continues to work on this project. It is anticipated that the Committee will conclude their recommendations at the Spring Executive Committee meeting.

The Chairman had appointed a three-man Liaison Committee that met with a like Committee of the Printing and Publishing Section to exchange ideas on how the two Sections could provide a better service for their members. The outgrowth of this meeting was to hold a joint session during 1961 Congress for those firms which have printing operations whether they are members of the Pulp and Paper Section or the Printing and Publishing Section.

It was recommended by the Chairman of the Pulpwood Logging Committee that this Committee should not be dropped from the Pulp and Paper Section. Since there was no further discussion on this subject the Pulpwood Logging Committee remains intact and shall function as any other Committee within the Section.

A Committee was appointed by the Chairman of the Pulp and Paper Section to assist the official representative of the National Safety Council in the revision of the American Safety Standard for Pulp and Paper Mills PL.1-1956.

X. Railroad Section

Mr. Stromsoe, Chairman of the Section reported that their Executive Committee had met during the week of Congress and that future meetings were scheduled for February 2, 1961 and a further meeting either in May or June of 1961.

A new Committee, known as the Planning and Publication Committee has been established with one Chairman and three Vice Chairmen. The three Vice Chairmen will each head up subcommittees of Posters, Publications and Planning Committees, under direction of the Chairman.

Monthly newsletter functioning, data sheets, 5-minute safety talks, safe practices pamphlets, safety pamphlets, instruction cards, standardization of reporting forms for injuries and accidents, safety standards for locomotives, cars, auto-vehicles, on and off the track equipment, etc., are all in the mill and under consideration, but it is too early to report progress on any specific item.

In the area of visual aids, poster material is being furnished to the Council. Some new railroad safety films have been or are in process of being developed and will be reviewed by the Film and Sound Committee.

The Section's Contest and Statistical Committee, at the request of the Executive Committee at their last meeting, reviewed present rules pertaining to Contests and Awards and submitted new proposed rules for approval of the Executive Committee. Advance copies of the proposed rules have been sent to all members so that decision can be reached at the forthcoming Executive Committee meeting on February 2.

Within the Section there is a Committee appointed to maintain and approve railroad representation, which is now approximately 95 per cent of railroad mileage in the U.S.A. and Canada.

The Railroad Highway Traffic Safety Committee, the formation of a new Committee of the Council is still in the process of forming. This was established on recommendation and resolution of the Railroad Section of the Industrial Conference. The Signs of Life Program kits are being assembled and it is anticipated that distribution will be made by the Council soon.

The Association's Planning Program includes continued cooperation with and closer working relationship with other industries, City, County and State safety organizations, in the promotion of safety.

In conclusion, Mr. Stromsoe noted that the monthly newsletter, the NATIONAL SAFETY NEWS and A.A.R. Monthly Newsletter, Railway Age, company magazines, Trade Journals, etc., are all used to furnish members with information relative to outstanding safety messages, new ideas, safety meetings, safety records and accomplishments. Local television and radio stations are also informed and have been very co-operative in making announcements relative to safety awards, date and time of safety meetings, school safety programs, family safety meetings and picnics.

V. Rubber Section

In the absence of the Chairman, Mr. Dunda, the following report had been sent in.

Engineering Committee: This Committee is working on a number of data sheets. The Engineering Committee is also working on the evaluation of the British Lamin Safety Bar and further action will be taken at the next meeting.

Health Committee: The major project of the Health Committee is possible sponsorship of a research fact-finding study of rubber tread dust in the community. This study will be undertaken by the U. S. Public Health Service on a nation-wide scale and the results should determine whether or not rubber tread dust is a significant part of the overall community air pollution problem. The Health Committee will recommend action on this to the full Executive Committee meeting.

Congress Program: The Vice Chairman in charge of program has received a large number of suggestions from the Executive Committee members as a result of the survey taken last November. Action on these suggestions will be taken at the time of the Section's January meeting and a program will be crystallized.

Visual Education and Training: Ten additional safety posters are in progress and will be presented at the January meeting. The Committee is considering the part that the Rubber Section can play in the National Safety Council Training Courses for (1) departmental supervision and (2) fundamentals of industrial safety.

Off-The-Job Safety: The Chairman of this Committee has submitted a report outlining the number of projects which it would like to engage in which are (1) encouragement of off-the-job safety records within the Rubber Section (2) setting of standards for compilation of these records in the Rubber Section (3) publication of the statistical summaries of standings for each member and use of the Rubber Section Newsletter for items on off the job safety.

Rubber Laboratories: This Committee is considering a project to prepare a rubber laboratory safety manual and the use of the newsletter on a regular basis to present laboratory safety problems.

Trade Association and Publicity: This Committee has begun an active program of working closely with "India Rubber World," the trade journal, and with the Rubber Manufacturers Association where it is hoped that there can be closer coordination of safety activities between the two groups.

Long Range Planning Activity: This Committee was appointed following our October meeting because of the apparent need for more long-range planning, particularly of our Congress Programs. In addition, this Committee will evaluate the work of our various subcommittees. This Committee plans to meet in New York in January 1961, prior to the

Executive Committee meeting with the present officers to initiate the study.

This Section's report will be given in full at the next meeting of the Conference due to the fact that the Executive Committee meeting is being held after this present Conference.

2. Textile Section

In the absence of the Chairman, Mr. Connelly, the following report had been presented, the Section held its Executive Committee meeting on October 19, 1960, there followed a second meeting on March 7-8 in Atlanta, Georgia.

The Data Sheet "Wool and Worsted Cards" has been revised and submitted to the Editorial Department. The Engineering Committee is continuing to work on all other projects, including five data sheets.

In the Visual Aids and Training area the program "Textile Injury Control" continues to be the Committee's main project. Fifteen subjects have been completed or are nearing completion. The Committee also has additional projects which will be initiated during the year.

The Section is making a concerted effort to increase its membership and to re-instate cancelled members. The past General Chairmen are being requested to head up this campaign.

The Section has revised the list of specific safety materials for the textile industry, this will be published in the Section newsletter.

A Committee has been appointed to study and recommend revisions to the Section's By-Laws and Committee duties.

In conclusion, a special program to keep regional safety organizations and trade publications informed of the Section's activities is being developed. Member participation in regional safety meetings is being encouraged.

A. Trades and Services Section

In the absence of the Chairman, Mr. Gustafson, the following report had been presented.

The full Executive Committee met in October and a further meeting with special invitations to the New York and Washington Region Committees was called in conjunction with this present meeting of the Conference.

The Section's Engineering Committee proposed a draft of the Data Sheet on Escalators and this is receiving technical editing at the Council. It is hoped to have this published within the next few months.

Committee activity is continuing on development of a data sheet relating to Safe Operation of Kitchen Food Service Equipment (commercial type).

Regarding the 1961 Congress Program it has been decided to meet for three days in October 1961. Workshop sessions will be held on Monday and Tuesday so that individuals with dual responsibilities might cover food service on one day and hotel safety on the next. A full session of the Section would meet on the third day.

In the area of visual aids, individual organizations in cooperation with insurance companies continues to be the most effective source of sound filmstrips and movies. The Hot Shoppes and F. W. Woolworth are two examples of activity in this area. Copies have been made available through the National Restaurant Association and the Council in several instances. more cooperative effort in this regard is a Committee objective.

In Off-the-Job Safety the Section is currently engaged in an investigation of the seriousness and extent of injuries and fires related to the unattended, 24-hour, coin operated laundry and/or dry cleaning establishments. This critically relates to an off-the-job area that involves individuals from diverse industries and the home representatives of the worker.

A major emphasis is given to off-the-job aspects of safety since most of the trades and services deal with the individual from the industrial location when he or she is in an off-the-job role. A full issue of each of the Section's two newsletters will be devoted to off-the-job safety during 1961.

The Greater Chicago Hotel Association and the Hotel Association of New York City continues to conduct an annual safety contest for their members. The association executive responsible for operation of the contest serves on the Executive Committee, although the program is not directly related to the Council.

The Section's Vice Chairman has been designated as Membership Chairman. Special articles are appearing in the two Trades and Services Safety Newsletters to acquaint the large number of complimentary mailings with the services available through a membership. Sixty-six organizations hold full Section memberships as of November 30, 1960.

The Section's Executive Committee continues to have an excellent representation of associations on its roster. In addition, a number of the Executive Committee members serve in a safety capacity with the association.

The staff and several members of the Executive Committee will serve on programs and in safety booths during annual meetings of various trades and services associations.

The Section and many of its activities continues to receive coverage in the appropriate association or trade journal.

BB. Wood Products Section

In the absence of the Chairman, Mr. Reinwart, the following report had been presented.

The Section's Executive Committee held a meeting during the week of the October Congress.

One Data Sheet "Wood Jointers" was extensively revised and turned over to the Council editors for printing.

The third draft of the new Data Sheet on "Sawmill Edgers" is complete and is being prepared for ballot review.

The second draft of the new Data Sheet on "Veneer Clippers" is in the hands of the author.

There are two new data sheet projects that have been accepted by the Sawmill Committee and the Furniture and Millwork Committees respectively: (1) Handling and Storage of Hoggad Fuel and (2) Tilting Arbor Table Saws.

The Section's 1961 Congress Program is now in outline form with some prospective speakers secured. The Section will co-sponsor a joint session with the Pulp and Paper Section with emphasis on logging operations. The Section has been assured that every effort has been made to see that more satisfactory meeting room accommodations, preferably in the Congress Hotel, will be secured for the Section's 1961 Congress Program. In the area of off-the-job safety the Section will agree to survey all Administrative Unit holders within the Section with the Council's OTJ survey form.

There are 464 participants in the 1960 Wood Products Section Contest. The current frequency rate of 21.32 is 14 per cent greater than a like period in 1959.

The Section Membership Committee has contacted all prospective new members and cancellations. Due to the decreased output and sales in the Wood Products industry, it is anticipated that the Section will experience further difficulty in retaining an increasing membership in the Section.

It was noted that at the last Executive Committee meeting it was voted to create a new position on the Executive Committee to be known as Second Vice Chairman. The prime responsibility of this new office would be to handle the Congress Program. The First Vice Chairman's sole duty is to assist the Chairman in all duties.

The Section regrets to announce that its Newsletter Editor was forced to resign from the Executive Committee due to the fact that changes in his corporation's structure eliminated his position with the company. The Section is fortunate to secure the services of C. Zaskey, as the new Newsletter Editor.

Finally, the Logging Committee of the Section conducted an informal survey with respect to the 1954-1956 Logging and Sawmill Safety Code. The purpose of this survey is to determine what recommendations the Section should make to the Standards Committee of the Industrial Conference regarding the sponsorship of the revision of this code. Based on the results of this survey, the Section recommends to the Standards Committee that the National Safety Council decline any and all invitations to serve as a sponsor for this code.

VIII. Report of Vice Chairmen's Meeting - Mr. Walter Montgomery

The Vice Chairmen met on the morning of January 25. This meeting had been requested by the Vice Chairmen themselves at the time of the November 10-11, 1960 training course.

A number of provocative questions that had been developed at previous meetings for Vice Chairmen were discussed by those attending.

The discussion proved of real interest to the group. The active enthusiasm of the Vice Chairmen in these training sessions has been very encouraging. Such a series will be continued in future years for incoming Vice Chairmen.

A couple of times the question of attendance of the Second Vice Chairmen at these meetings was broached. This series is in no sense a "closed meeting." However, it was pointed out that in the natural course of succession the Section's Second Vice Chairmen will be attending the meetings next year.

The next meeting will be held on May 10, 1961.

IX. Report of the Executive Committee - Mr. Walter Montgomery

Mr. Montgomery reported that the Industrial Conference's Executive Committee had met on the evening of January 25. At that time attention was called to the changes now necessary in the Industrial Conference Organization Chart, as discussed these changes will be as follows:

Roy P. Hamilton - Chairman of Committees will now assume the duties and responsibilities of Chairman-Elect and retain his position as Chairman of Committees.

E. S. Hannaford - Immediate Past Chairman consented to assume the duties and responsibilities of Chairman of Sections.

The vacancies now existing on the Council's Board of Directors were also named as follows:

Parker C. Folse - To serve on Board of Directors for a three-year term of office to fill the unexpired term of Henry Duffus.

Frank Laderer - To serve on the Board of Directors for a one-year term of office to fill the unexpired term of W. O. Wilson.

The above names were approved by the members of the Executive Committee for presentation to the Board of Directors.

To serve on the Conference Executive Committee, the Chairman made the following appointments:

Parker C. Folse

D. F. Hayes

Mr. Hamilton reported on the status of the Congress Program Survey, now in progress. Post card questionnaires are being sent to 1,024 full-time safety personnel who attended the 1960 October Congress and a full report on this survey will be available at the May 1961 Meeting.

Mr. Benson had discussed the Wm. H. Cameron Award for which the American Iron and Steel Institute has approved a donation of \$1,000.00. Progress on this Award would be reported on at the May 1961 Meeting. In the meantime, plans for developing the Award design was under way.

X. Resume of Group Vice Chairman Reports

The Industrial Conference was operating under the new organizational setup for the first time, and Chairmen under the new setup made the following statements on the proceedings:

Roy P. Hamilton, Chairman of Committees
E. S. Hannaford, Chairman of Sections
J. S. Queener, Vice Chairman Group A (Committees)
R. H. Albisser, Vice Chairman Group A (Sections)
M. F. Biancardi, Vice Chairman Group B (Sections)
M.C.M. Pollard, Vice Chairman Group C (Sections)
C. F. Schluter, Vice Chairman Group D (Sections)

It was felt that more time should be allotted for the meeting of the Group Vice Chairmen of Sections and Committees.

The meeting held with the Chairmen of Standing Committees was most productive. Committee members seemed interested in what the other Committees had to report.

The Conference re-organization is a great improvement and should serve to direct the Conference through the '60's in good fashion. It was felt that there was insufficient time allotted for all of the business at hand but that this could be corrected at the next meeting.

More time and better planning is required to make these meetings with the Sectional General Chairmen more effective.

A tremendous number of projects are being carried in the total Sections; however, some are carrying extremely heavy loads others lighter. Biggest administration problems in the group are:

1. Determining realistic work loads
2. Establishing deadline dates

Since more than one Section is carrying projects in the following fields, coordination may be needed.

1. Exchange of off-the-job program materials
2. Exchange and codifying of safety education materials
3. Development of fire prevention standards

All Sections are actively engaged in Congress Programs, membership considerations, etc. Other specific areas of activity are referred to in the individual reports.

The Occupational Health Nursing Section, since they do not represent an industry, but a service, wondered if they were being used to best advantage within the Conference. Each Section might explore the possibility of a project for this Section. Any suggestions or ideas along these lines should be sent in to the General Chairman of the Occupational Health Nursing Section.

There followed some discussion regarding the Off-The-Job Safety Committee and its liaison with Off-The-Job Safety Committees of each Section.

MEMORIAM

Mr. Montgomery, Chairman of the Conference requested a moment of silence be observed in memory of Mr. Henry Duffus and Mr. William Wilson.

At the time of the Conference Executive Committee, it had been suggested and approved that a letter be prepared for Mrs. H. B. Duffus and Mrs. W. O. Wilson. The letter was to read as follows:

"With all the affection, esteem and appreciation that only personal association can give, his friends of the Industrial Conference of the National Safety Council, bowed their heads in silent, reverent prayer commending our departed and beloved to Almighty and Merciful God. His many fruitful deeds, works and labor for his fellow man commend him far more vividly than mere words can ever do.

This resolution was adopted on behalf of and at the direction of, the Industrial Conference at their meeting in Philadelphia on January 26, 1961."

This letter would be signed by the Chairman and the Secretary of the Industrial Conference and was to be suitably prepared and taken in person to Mrs. Duffus and Mrs. Wilson on behalf of all Industrial Conference members.

XI. Next Business

Mr. M. F. Biancardi made the following Motion:

MOTION: Industrial Conference programs for National Safety Council meetings are to receive advance publicity only through official National Safety Council publications, such as:

1. Newsletters
2. Printed programs
3. Official letters to the group for whom the program is being planned (Section programs for the specific Sections involved.)

Any incentives, gimmicks or special attractions are to be confined to the room in which the meeting, presentation, discussion or other programming takes place and to the time allotted for such programming.

No service or product advertising is to be permitted at National Safety Council meetings, except through means specifically outlined by the National Safety Council.

This was discussed at length and due to the pressure of time, the MOTION was tabled.

Mr. Montgomery made the following Motion:

MOTION: It is hereby moved that all of the meetings of the Industrial Conference are to be held in Chicago thereby permitting better use of the facilities of the National Safety Council and staff.

The Motion was passed.

XII. Time and Place of Next Meeting

The next meeting of the Industrial Conference will be held on

May 10-11, 1961
Lake Shore Club
Chicago, Illinois

Letters of invitation will be sent out in ample time.

XIII. ADJOURNMENT

The meeting adjourned at 3:30 p.m.

Mail One Copy To:
Industrial Dept.
National Safety Council
425 N. Michigan Ave.
Chicago 11, Ill.

End PRELIMINARY FINAL (FULL YEAR) 1960

Appendix A

QUARTERLY SUMMARY OFF-THE-JOB INJURIES

COMPANY NAME AND ADDRESS SUMMARY OF 519 REPORTS.

QUARTER ENDING DECEMBER 31, SEPT 30, JUNE 30, MARCH 31. YEAR 1960

AVERAGE NUMBER OF EMPLOYEES DURING QUARTER 4,925,678 - Total 4 quarters
1,321,479 - Average per quarter

INJURIES (Indicate Fatalities by Superscripts)

1. Transportation	<u>9,791</u>	(178)
Unknown	<u>299</u>	(7)
2. Home	<u>15,613</u>	(74)
3. Public	<u>9,559</u>	(37)
4. Total	<u>35,262</u>	(296)

TOTAL MAN-DAYS LOST 633,950

DESCRIBE FATALITIES BRIEFLY: _____

REMARKS: * 57 reports no injuries
432 reports injuries only
60 reports injuries and fatalities

35,262 X 1,000,000

936 X 4,925,678

• 7.65 Inj.
• .06 Fat.
Total 7.71

Date _____ Name of Individual Reporting _____

(See Reverse Side for Instructions)

January 16, 1961

Analysis of "Off the Job Safety" questionnaire submitted by
Marion E. Martin, Commissioner, Dept. of Labor and Industry,
State of Maine

(Total replies--42 jurisdictions--see item 1)

1. Is Industrial Safety under your Department Jurisdiction?

- No (4) Delaware, Montana, Nevada, New Mexico
- Yes (7) Hawaii, Illinois, Iowa, Massachusetts, Ohio, Virginia, Wyoming
No Inspectors or Not Reported
- (15) Arizona, Arkansas, Colorado, D. C., Idaho, Kansas, Kentucky, Louisiana, Maine, Nebraska, New Hampshire, Oklahoma, Texas, Utah, Vermont
One to 10 Inspectors
- (13) Florida, Indiana, Maryland, Michigan, Minnesota, New Jersey, North Carolina, Puerto Rico, Rhode Island, South Carolina, Tennessee, Washington, Wisconsin
11 to 50 Inspectors
- (3) California, New York, Pennsylvania
Over 100 Inspector

2. Does your Department have authority re off-the-job safety?

- Yes (7) Arkansas, Colorado, Illinois, Ohio, Puerto Rico, Virginia, Wisconsin
- No
Reply (2) Nevada, Washington
- No (33) Arizona, California, Delaware, D. C., Florida, Hawaii, Idaho, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Montana, Nebraska, New Hampshire, New Jersey, New Mexico, New York, North Carolina, Oklahoma, Pennsylvania, Rhode Island, South Carolina, Tennessee, Texas, Utah, Vermont, Wyoming

3. Does your Department sponsor or conduct a state safety conference?

- Yes (12) Arkansas, Colorado, Idaho, Kansas, Maine, Maryland, North Carolina, Ohio, Puerto Rico, Utah, Virginia, Wisconsin
Off the job included or to be included
- Yes (11) Arizona, California, D. C., Iowa, New Jersey, New York, Pennsylvania, Rhode Island, Tennessee, Washington, Wyoming
Off the job not covered
- No or not answered (19) Delaware, Florida, Hawaii, Illinois, Indiana, Kentucky, Louisiana, Massachusetts, Michigan, Minnesota, Montana, Nebraska, Nevada, New Hampshire, New Mexico, Oklahoma, South Carolina, Texas, Vermont

(over)

4. Would you cooperate with NSC?

Yes (26) Arizona, California, Colorado, Delaware, Florida, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Maine, Massachusetts, Nebraska, New Hampshire, New Jersey, New Mexico, New York, Pennsylvania, Rhode Island, South Carolina, Tennessee, Vermont, Washington, Wyoming

No or No (16) Arkansas, D.C., Louisiana, Maryland, Michigan, Minnesota, Montana, Nevada, North Carolina, Ohio, Oklahoma, Reply Puerto Rico, Texas, Utah, Virginia, Wisconsin

5. Do you have data on number of off-job disabling injuries?

Yes Pennsylvania (a "one-shot" survey)
All others "NO"

No (41) Arizona, Arkansas, California, Colorado, Delaware, D.C., Florida, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, Ohio, Oklahoma, Puerto Rico, Rhode Island, South Carolina, Tennessee, Texas, Utah, Vermont, Virginia, Washington, Wisconsin, Wyoming

6. State employee safety program?

Yes (21) Arkansas, California, Colorado, D.C., Florida, Hawaii, Indiana, Iowa, Kansas, Maryland, Massachusetts, Minnesota, Montana, New Jersey, Oklahoma, Pennsylvania, Puerto Rico, Virginia, Washington, Wisconsin, Wyoming

Question-able (2) New York, Ohio

No or Not (19) Arizona, Delaware, Idaho, Illinois, Kentucky, Louisiana, Answered Maine, Michigan, Nebraska, Nevada, New Hampshire, New Mexico, North Carolina, Rhode Island, South Carolina, Tennessee, Texas, Utah, Vermont