PLAINTIFF'S EXHIBIT
MON-2348

Revised 9/25/80

TESTING, LABELING, HANDLING, AND DISPOSING OF METAL SAMPLE CONTAINERS

PURPOSE

This procedure provides a means for testing, identifying, labeling, and disposing of all metal sample containers used to contain material under pressure or vacuum whether they are for samples or standards. This procedure does not include compressed gas cylinders purchased from an outside vendor.

POLICY

All metal containers used in the plant for samples or standards that are under pressure or vacuum must adhere to specified ICC (Interstate Commerce Commission), DOT (Dept. of Transportation) or other specifications, be tested at periodic intervals, be properly labeled or identified, be properly handled, and be properly disposed of when they do not meet specified criteria.

SCOPE

This procedure covers the responsibilities of the departments owning and using these containers, specifications, and requirement for safe use of the containers and general handling rules.

RESPONSIBILITY

Everyone is responsible for proper handling of these containers.

The Control Lab is responsible for testing, identifying, and disposing of all containers used for catching samples by Manufacturing, Distribution, and PTD and those used for standards within the Lab itself.

The I&E Maintenance Department is responsible for testing, identifying, and as necessary, removing from service containers used in the field for standardizing process analyzers.

All other users of metal sample containers are responsible for testing, identifying, and as necessary, removing from service containers they use which do not fall in the catagories listed above.

PROCEDURE

LAM021379

A. 300 ml and 1000 ml High Pressure Sample Containers

6113
16911

DC01448

PROCEDURE (Continued)

1. These containers must adhere to the following specifications:

   a. DOT or ICC 3E 1800 (300 ml capacity)
   b. DOT or ICC 3A 1800 (1000 ml capacity)

2. New sample containers are obtained at Stores and should be delivered to the Control Lab for necessary color coding and recording of container number.

3. These containers are color coded by the Control Lab and a record kept of the serial numbers, to which unit they have been assigned, and date tested. Identification information must not be changed without Lab approval.

4. Hydrostatic testing at 2000 psig of these containers will be performed by the Control Lab every five years with appropriate records kept. The test date will be imprinted on the container.

5. Any container failing the hydrostatic test will be disposed of immediately.

6. Containers showing any visual abnormalities from the outside will be decontaminated and disposed of immediately.

7. The Control Lab will maintain a stock of spare parts for repairing and/or replacing the valves on these containers. Stores is responsible for issuing new containers.

8. Each container must have a dip tube installed at the "out" end, (see exception in Step 9 below). The dip tube must be permanently attached to the outlet valve and must extend into the container approximately 20% of the containers length. Dip tube ends ("out"end) will be colored yellow.

9. Containers used exclusively for vapor service will not have a dip tube and willbe colored red at both ends and stenciled "Vapor Service Only".

10. The maximum working pressure for these containers will be 1300 psig.

LAM021380

6113
16912

LC01449

PROCEDURE (Continued)

11. New containers being placed in service will not be tested since they are tested by the manufacturer.

    NOTE: Special containers are used for HF service only by SAB and Control Lab. These are constructed of monel, are of 200 ml capacity, and are not color coded. Special handling instructions for these containers are in SAB and Lab operating procedures. These containers are tested and maintained by the Lab as noted above.

    These containers meet the ICC 3E 1800 specs listed above.

B. 8-liter Oxygen Cylinders

1. These cylinders are to be used only in the Control Lab and PTD Lab for gas standards. They must conform to the following standards:

   a. Type D2
   b. Spec. No. MIL-C-5887
   c. Breathing Oxygen. Low Pressure Oxygen Cylinder.
   d. Non-Shatterable. Internal Volume 500 in^3.

2. These cylinders are painted silver and numbered by the Control Lab.

3. They will be hydrostatically tested to 400 psig by the Control Lab before each recharging or once per year which ever occurs first.

4. Any cylinder failing the hydrostatic test will be disposed of immediately.

5. Cylinders showing any visual abnormalities will be decontaminated and disposed of immediately.

6. At no time will these cylinders be used for liquid samples or corrosive gases. No other foreign material will be added to cylinder, such as aluminum foil for mixing purposes.

7. The maximum working pressure on these cylinders will be 180 psig. The cylinders will be so labeled.

LAM021381 E001450

C. 5 and 25 Gallon Butane Cylinders

1. These cylinders are generally used by the I&E Department for standards used in the field.

2. These cylinders must adhere to the following specifications:

   a. DOT or ICC 4BA 240

3. Cylinders in gas use will not require a safety valve. Cylinders in liquid use must have safety valves.

4. These cylinders will be painted yellow and their serial numbers recorded by I&E.

5. I&E will tag the cylinders showing the analyzer they are for and the composition of the standard contained there in.

6. The Control Lab will prepare the standards for these cylinders as needed and analyze the standards.

7. The use of an outside vendor is recommended for hydrostatic testing of these cylinders at 480 psig since the Control Lab's equpiment will not handle them. It will be I&E Department's responsibility to have these cylinders tested at least once every five (5) years.

8. The maximum working pressure on these cylinders will be 190 psig. The cylinders will be so labeled.

9. Any cylinders being returned to the Lab for cleaning or refilling must be properly labeled as to what was last in the container and where it came from.

LAM021382

D. 5 Gallon Surplus O_2 Bottles

1. These cylinders are generally used by the I&E Department for the standard sample in the total carbon analyzer at Utilities.

2. These cylinders will not be used for corrosive gasses or liquids.

3. These cylinders will be painted yellow and their serial numbers recorded by I&E.

4. One end will be labeled "out" and will contain a valve with a dip tube at least three inches long.

5. I&E will tag these cylinders showing the analyzer they are for and the composition of the standard contained

6113
16914

E001451

D. 5 Gallon Surplus O_2 Bottles (Continued)

there in.

6. The use of an outside vendor is recommended for hydrostatic testing of these cylinders at 50 psig since the Control Laboratory's equipment will not handle them. It will be I&E Department's responsibility to have these cylinders tested at least once every five (5) years.

7. The maximum working pressure on these cylinders will be 25 psig. The cylinders will be so labeled.

8. Any cylinders being returned to the Lab for cleaning or refilling must be properly labeled as to what was last in the container and where it came from.

E. PTD Special Cylinders

1. Cylinders used by PTD which do not fall in one of the above catagories must be properly tested, labeled, and data recorded by PTD.

2. Any cylinders being returned to the Lab for cleaning or refilling must be properly labeled as to what was last in the container and where it came from.

F. General Rules for Care and Handling of Metal Sample Containers

1. The above cylinders are restricted to the uses as outlined above.

2. The working pressure of any sample container should never exceed 2/3 of its test pressure.

3. Identification marks on the sample container must not be obliterated or modified.

4. No unlabeled cylinder containing a sample or standard will be transported about the plant by any employee. Upon discovery of such unlabeled cylinder the employee shall notify the owning department or user to provide proper labeling for the cylinder.

5. Any sample container containing an unknown substance should be labeled "Contents Unknown Handle With Care" before being sent to the Lab for cleaning, disposal, etc.

6. Sample containers with leaking valves and fittings must not be used. They should be so labeled and returned to

LAM021383

EC01452

F. General Rules for Care and Handling of Metal Sample Containers (Continued)

the Lab for repairs.

7. Any high pressure container that rattles should be immediately emptied, be labeled and returned to the Lab for cleaning and inspection. This may indicate a loose dip tube.

8. Wrenches and pliers must never be used to close valves on sample containers.

9. General department procedures must be followed when taking samples. Sample containers filled with liquid samples must be filled from the inlet valve on the container, i.e., not the dip tube end. All containers used for liquid samples must contain a dip tube.

10. Sample containers containing samples must be kept away from abnormal sources of heat.

11. Sample containers requiring repairs must first be decontaminated by steam cleaning.

12. Sample containers must not be thrown off or on trucks, racks, benches, etc.

G. Proper Disposal of Metal Containers

1. All sample containers to be disposed of will be sent to the Lab for proper disposal or proper instructions for disposing of the container.

AUTHOR: W. W. Klemme — W. R. Stone

APPROVED BY: S. I. Proctor — W. H. Collier

APPROVED BY: G. E. Davenport

REVIEWED BY: Safety Department
Distribution
PT
Ethylene
Hydrocarbons

LAM021384

6113
16916

DC01453