PLAINTIFF'S
EXHIBIT
DUP-2591

July 12, 1978

TO: ALL SUPERVISION - LIST "A"

FROM: S&F DIVISION

VICTORIA PLANT
CENTRAL SAFETY COMMITTEE
MINUTES OF MEETING HELD JULY 11, 1978

Members Present

A. D. Cyphers, Chairman
J. V. Woodrick
O. A. Sampson
R. E. Keith
C. M. Elwonger (for W. J. Faassen)
W. P. Ledet
D. G. Jentsch
H. W. Shahan
H. W. Anderson
C. O'Brien (for B. L. Sutphen)
B. S. Smith, III
M. A. Ervin
D. J. Logan
C. E. Bunn
J. E. Borden
J. M. Kayser
W. T. Procter
Hank Mura (Construction)
W. T. Dodson

Members Absent

A. H. Peters
C. R. Steele
R. M. Robertson
G. L. Brennan
W. L. Smith

Visitors

T. J. Feske
E. C. Zuniga
W. P. Bailey
H. A. McLaughlin
R. L. Reagan
M. D. Smith

DUP 0801410

I. Reports

The Monthly Safety and Housekeeping Audits and Injury Summary for June were reviewed.

- It is emphasized plantwide that the wiring of a limit switch, or negating any protective device, is extremely bad practice and anyone doing this is way out of order.
- The Acids group should make a recommendation on the use of smoke detectors for all ECR's.
- Concern was expressed for the number of loose items laying around.
- There were several valves noted with the packing follower pulled all the way up with no room left to stop a packing leak should one develop. All areas should be alert to this condition and get the proper repairs made.
- Area proprietary supervision is responsible for Arthur Brothers employees wearing proper safety equipment and following proper safety procedures. Follow-up with Arthur Brothers supervision on discrepancies is also needed.
- The draining of water onto a scaffold created a slipping hazard when the removal of one scaffold board would have allowed the water to drain unimpeded to the sump.
- Congratulations to the Good Housekeeping Award winners: Barge Dock, Transportation, HMD Refining, Op. 1 and 516 & 517 T/F.
- There were no minor injuries judged to have significant potential.

II. Incident Reports

Reports 78-34 through 78-38 and 78-40 were reviewed.

- 78-34 - Two recommendations are reemphasized plantwide: (1) All alarms should be investigated thoroughly and appropriate corrective action taken. The Chairman related that there was an old lesson here - When you don't believe the instruments, you are in for trouble. (2) The importance of closely monitoring changes in tank levels to assure proper functioning of level instrumentation.
- 78-37 - Dan Logan reported that six of eight heat exchangers have been repacked with Garfite Style 200 packing which should cure the leak problems here.

DUP 0801411

- 78-38 - A detailed study revealed there is no direct ground provided for the compressor, but is grounded through the condenser coils with a 3/16" screw. Air conditioners across the plant should be checked to insure proper grounding.

- 78-40 - The elimination of all gauges made with alloy steel connectors, U. S. Gauge Model 1911T, will cost less than $1,000 annually. This recommendation was accepted.

III. Safety Activities Committee - B. S. Smith

On Plant

- No lost or restricted workday cases.

- Thirty-one high potential occurrences for the first half of 1978 vs 49 for the first half of 1977. (Frequency 4.9 vs 8.2).

- Silver dollar program continues to get good response.

- Area safety committees met and discussed progress to date of the programs in their areas. All felt that the "Area Committee" concept was working well and they were seeing a lot of interest and participation from people involved. (Each area is requested to report on its individual safety program at the next Central Safety Meeting.)

Off Plant

- There were two off-the-job injuries in June that resulted in lost time.

  No. 5 - An employee was involved in an automobile accident at a major intersection in town and was hospitalized for several days.

  No. 6 - An employee lost time due to a cracked heel bone which he felt might have occurred during a softball game several days prior to lost time.

  These two bring our total to six through the first half of 1978 which is more than projected.

  The Off-Plant Committee is reviewing the program to see if changes are necessary.

- First and second mugs have been distributed.

- All employees are again reminded of their obligation to off plant safety. Each person should receive an individual safety contact by his supervision prior to going on vacation or participating in unusual activities.

DUP 0801412

IV. Stored Energy Sources - J. E. Borden

Jim reviewed a recent fatality within the Company which focuses attention on the need for additional awareness concerning sources of stored mechanical energy. The fatality occurred as the result of a sudden unexpected release of tension on a torsion spring in an overhead garage door mechanism. The Mechanical Superintendents will make a recommendation as to what stored energy sources should be looked at plantwide. Mike Ervin also discussed a program being developed to include stored energy sources in Process Hazards surveys.

V. Industrial Hygiene Committee Report - C. E. Bunn

The Industrial Hygiene Procedures Manual will be distributed to the holders of S&F Manuals. The manuals will be distributed in mid-August. Initially, they will contain only four or five procedures. Another seven or eight procedures should be issued by October 1, 1978.

VI. Victoria Plant vs Zachry Safety Rules - C. E. Bunn

- Zachry has or will adopt the plant rule of requiring the on-plant use of seat belts.
- Zachry will continue to require the use of sideshields on safety glasses.
- Zachry does not have a Fork Lift Safety Training Program, but does have interest in implementing one.
- Where Zachry has no procedure, they follow plant procedures.
- Differences between the other Plant and Zachry safety procedures are very minor and not considered to pose a problem.

VII. Key Safety Data

- The key indicators are pointing in the right direction.
- The Chairman commented that hot weather in South Texas is a high hazard time, and with three months of hot weather left, we must be doubly alert.

CEB:mgg

DUP 0801413