PLAINTIFF'S EXHIBIT

MON-798

PLANT MANAGER'S SAFETY BOARD
MINUTES OF MEETING
MAY 17, 1978

Present:

G. W. Bostick
P. E. Brubaker
J. E. Clark
G. A. Danner
J. Townsend (for Daues)
W. C. Fuller
J. A. Glass
H. Nelson (for Lane)
P. Payne (for Martini)
G. E. Small
C. M. McCullough
D. W. Metten
G. T. Ryan
H. Lacy (for Trafton)
W. H. Triplett

1. REVIEW OF STATISTICS

TEXAS CITY SAFETY PERFORMANCE SUMMARY

APRIL 1978

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TOTAL INJURY CASES

1977		1978	
MTD	YTD	MTD	YTD
29	184	19	100

RECORDABLE CASES

	1977		1978	
	MTD	YTD	MTD	YTD
(a) INJURIES WITHOUT LOST WORK-DAYS (medical treatment only)	0	3	2	8
(b) LOST WORKDAYS CASES	0	2	0	3
**B_1 RESTRICTED ACTIVITY	0	1	0	2
**B_2 DAYS AWAY FROM WORK CASES	0	1	0	1
(c) FATALITIES	0	0	0	0
*TOTAL RECORDABLE CASES	0	5	2	11

* A+B+C = TOTAL RECORDABLE INJURIES
** B_1 + B_2 = (B) TOTAL LOST WORKDAY CASES

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INJURY RATES PER 200,000 MANHOURS

	1977		1978		April YTD 1978 MCIC
	MTD	YTD	MTD	YTD	
TIR - TOTAL INJURY RATE	20.93	14.82	13.62	17.52	-
RIR - RECORDABLE INJURY RATE	0	.88	1.43	1.93	2.35
TLWR - TOTAL LOST WORKDAY CASE RATE	0	.35	0	.53	.96
DAWR-DAYS AWAY FROM WORK CASE RATE	0	.18	0	.18	.43

TLWR TARGET: 1.45 (1/2 CHEM. IND. AVG.)

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2. PLANT MANAGER'S COMMENTS

Phil Brubaker stated that he had received a memo from Earl Brasfield expressing his concern about the increasing number of incidents at our plants which are resulting in injuries, time lost from work, and other near misses. Phil said that Earl was sending Bob Flint to the major MCI plants for a one-to-two day in-depth discussion of safety performance problems, action plans and corrective actions. Bob's visit will be announced as soon as arrangements have been completed.

3. OLD BUSINESS

a. Guards for Smooth Rotating Shafts -- Ryan

The Safety Advisory Committee recommended and the Plant Manager's Safety Board approved the safety practice which states that guards should be installed over smooth rotating shafts exposed between pump bearing brackets and stuffing boxes. Pump stuffing box splash guards used on hazardous and corrosive chemicals are satisfactory under the policy as guards for smooth rotating shafts.

b. Railroad Lighting -- McCullough

Work is in progress for defining the project to provide improved lighting at railroad crossings to reduce traffic and pedestrian exposure through improved visibility of railroad switching operations.

c. Basic Safety Training for Foremen -- Glass

The initial basic safety training session has been held and follow-up additional sessions are scheduled to be resumed in June.

d. Job Safety Audits/Job Hazard Analysis -- Glass

Several training sessions of unit safety promotion teams have been trained on the job hazard analysis technique. The teams have been trained to provide training and follow-up on job safety analysis in their own operating areas.

This training will be continuing through the summer and will be utilized in the operating areas as appropriate thereafter.

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e. Critical Reviews -- Glass

A listing of critical reviews has been prepared by Materials and Mechanical Technology. Some additional manpower has been assigned to the project for defining and scheduling the critical reviews to be made. The Plant Manager requested that each member of the Board submit a memo stating the status of their inspections of tanks and rotating equipment checks.

f. Property Loss Incident Notification and Reporting -- Metten

A review of the status of this item showed that the P-Bulletin had been issued and information and training sessions were being developed between Safety and Accounting, scheduling of these meetings pending clarification of the minimum loss value to be reported. Target date for these sessions will be sometime this summer.

g. Superhazardous Fluid P-Bulletin -- Trafton

The proposed P-Bulletin has been circulated and a number of comments have been received. These are being reviewed and are expected to be resolved prior to the next meeting of the Plant Manager's Safety Board.

4. REPORT OF SAFETY ADVISORY COMMITTEE (SAC) -- G. T. Ryan

Application of Ground Fault Circuit Interrupters

The SAC Committee reviewed the recommendations of the committee assigned to study the need for use of Ground Fault Circuit Interrupters (GFCI) in various areas throughout the plant.

Mike McCullough reviewed the principles and applications and recommended approval of recommendations submitted by the committee. The PMSB approved the recommendation. A copy of "GFCI Recommendations" is attached. (Appendix A)

In addition Plant Engineering:
1) will review specific applications with each manufacturing area responsibility
2) will work in conjunction with CED in off-site and construction requirements
3) will develop outline of total program and review or circulate to PMSB
4) will commence orderly installations after all of the above
5) will develop "P" bulletin after program tests are underway.

5. REPORT OF SAFETY ADVISORY COMMITTEE (SHAC) -- Triplett

a. Emergency Procedure Plan Test

Emergency procedure proposed date - J. A. Martin

The SHAC Committee proposed that a test of the Emergency Procedure Plan be conducted during the month of June and an outline of the procedures to be used was submitted for PMSB review. The Board approved the plan (Appendix B) with the following suggested changes.

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1) The date of the drill has been set for June 20, 1978.

2) A notice about the drill should be placed in the local newspapers.

3) The Texas City Fire and Police Departments and local press should be notified in advance of our plans to avoid any alarm to the community.

b. 1978 Annual Housekeeping Inspection

Listed below are the committees, their duties and chairmen for the 1978 annual housekeeping inspection. SHAC will be contacting members of the PMSB for people to serve on these various committees.

Subcommittee	Duties	Chairman
Pre-inspections	1. Area Inspections 2. Personnel Involvement 3. 1977 Inspection Followup	D. R. Wise
Annual Inspection	1. Route 2. Timing 3. Tour Guides 4. Team Structure 5. Personal Needs 6. Transportation during Inspection 7. Inspection Format	J. Townsend
Inspection Brochure	1. Inspection Publicity 2. Brochures Design, Format, Content 3. Distribution 4. Inspection Booklet	J. A. Jones
Inspector Arrangements	1. Hotel Accommodations 2. Travel Arrangements 3. Gifts 4. Inspector Information for Paper 5. Information Packets	J. A. Martin
Theme	1. Plant Involvement & Promotion 2. Displays and Presentations 3. Data Research	J. A. Glass
Entertainment	1. Evening Arrangements 2. Guest List 3. Special Recognition 4. Lunch Arrangements	W. H. Triplett

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The Plant Manager requested the preparation of a report on their accomplishments and/or status of recommendations made by last year's inspection team. This report should be prepared in advance so it can be received by the inspection team members prior to their visit to the plant.

c. Hourly Safety Committee Meeting

A question was raised concerning the operation of the newly revised Hourly Safety Committee and the minutes distributed by that group. Joe Clark will meet with the management group that meets representatives to resolve the concerns of the Plant Manager's Safety Board.

d. OSHA Inspection for Contractor Asbestos Handling

We have had two visits to J. A. Jones Construction from OSHA regarding proper handling of asbestos. The members of PMSB were urged to become particularly alert to the asbestos handling requirements so that we can maintain compliance with the OSHA standard for work being done in the plant. Copies of the asbestos handling procedures developed by Plant Engineering will be distributed by LP&S to members of the PMSB. A contract employee has been terminated for failure to follow instructions necessary to comply with proper asbestos handling procedures. We are monitoring asbestos work closely with our field inspectors as an added measure to insure compliance.

6. REVIEW OF INCIDENTS

a. 4/2/78 Benzene Leaking into North Ditch -- Fuller

b. 4/14/78 Alkylation Spill -- Fuller

c. 4/19/78 Incident - Pipefitter Twisted Right Ankle -- McCullough

d. 5/4/78 Condensate Contamination Incident -- Ryan

7. PROPOSED P-BULLETIN P-0139 INSPECTION OF STEAM CONDENSATE TANKS (JAG memo May 2, 1978 to PMSB with Second Draft Attached) -- Glass

Many comments and questions were raised and these will be resolved as appropriate within the framework fo the OSHA agreement. Target date for completion is prior to next PMSB meeting.

8. EMERGENCY HEADCOUNT ACCOUNTING PROCEDURE -- Bostick

A proposal for emergency headcount accounting was described by George Bostick. The PMSB took no action pending further demonstration of justification for the development of such a computerized procedure. A test of the emergency procedure plant personnel accounting may provide some indication of need for this in the future.

9. CIVIL DEFENSE "HURRICANE HELEN" EXERCISE -- Daues

Greg Daues reviewed the results of the Gulf Coast Area Civil Defense "Hurricane Helen" preparedness test held on Friday, May 12. This was primarily a communications network test using hurricane conditions. The local IMA network was used for communications, "problem situations" were developed in the EPP Room and submitted to the City for actions they would take if these conditions truly existed. Shutdown actions and release of people were simulated and records of actions were recorded. A summary report of the test was issued to members of PMSB. An additional test may be conducted in July.

Arnold
J. A. Glass

vf

6/1/68

Attachments

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GFCI RECOMMENDATIONS

A. Operating Units and Offsites

1. Continue to maintain present grounding systems. These systems provide the primary protection from electrical shock to personnel.

2. Provide additional personnel protection for the individual at the job site through the use of portable GFCI protected extension cord sets (Hubbell-Spider type).

    a. These devices will require a fire permit for use because of the standard receptacle used in their construction. Most equipment using these GFCI devices also require fire permits.

    b. A Class I Division I GFCI portable is available for special application but not general use.

3. All circuits within an operating unit will not be protected because of the number of nuisance trips and extremely high installation costs. GFCI is for personnel protection and can best be handled through portable GFCI devices at the job site.

B. Labs, Research, Field and Analyzer Houses

1. Provide additional GFCI protection for receptacles located around sinks, metal bench tops, grounded pipes and other grounded equipment. This will provide protection for individuals who could easily be in contact with energized equipment and a ground. The electrical ground for equipment is still the primary means of protection against electrical shock.

    a. Present GFCI protection in Research meets this criteria and is being extended to the field labs and cafeteria.

    b. The control circuits and electrical power for bench units in Research can't be GFCI protected because of nuisance trips.

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c. Protected receptacles will be identified with a painted green dot.

2. Receptacles in analyzer house will be protected using the same guidelines as the labs. On-line analyzers should not be protected because of nuisance trips.

C. Office Buildings

1. Receptacles around sinks and restrooms should have individual receptacle protection.

2. Janitors using floor cleaning equipment should use portable GFCI protected extension cord sets.

3. Ordinary office machines do not need GFCI protection.

D. Maintenance Shops

1. Continue to maintain present grounding system. These systems provide the primary protection from electrical shock to personnel.

2. Provide additional protection by installing GFCI protection for receptacles in central and field maintenance shops where electrical equipment is operated in wet conditions.

3. New maintenance shops should use GFCI for all receptacles.

E. Other Recommendations

1. In addition, the group feels the 20 ma. GFCI devices should not be used for personnel protection, only the 5 ma. GFCI should be used at this location.

2. Equipment grounding should be checked as a part of a PM procedure. These items are being included as a part of the PM system for rotating equipment and electrical systems initiated in AN-5, Methanol, Acetic, and P.A. During the first quarter of this year receptacle grounding and polarity was checked plant wide as a part of an Elecrtical OSHA compliance survey of all operating departments.

Paul Saunders

SC 14081

kb/

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Monsanto

FROM (NAME & LOCATION) J. A. Martin - Texas City, Texas OA-2

DATE May 17, 1978 cc SHAC Committee

SUBJECT EMERGENCY PROCEDURES PROPOSED DRILL

REFERENCE

TO : Plant Manager's Safety Board

The attached outline proposes a plantwide drill on the "Major Unwarned Emergency" procedure to provide these desired effects:

1. Increased awareness among plant personnel of the need for emergency action planning.
2. Highlight the "Major Unwarned Emergency" procedures.
3. More communications between supervisors and their subordinates concerning emergency procedures.
4. Develop confidence in our procedures.
5. Increased knowledge of each individual about their appropriate action.
6. An up-to-date assessment of how well plant personnel understand existing procedures.
7. Discover weaknesses.
8. Communications with contractors about emergency procedures.
9. An "overall" positive result.

SC 14082

J. A. Martin
For SHAC Committee

tg
Attachment

OUTLINE FOR PROPOSED DRILL ON EMERGENCY PROCEDURES

I. PREPARATION

A. Develop and issue to all plant personnel a bulletin detailing drill activities.

1. The week that drill will occur.
2. Will use Major Unwarned section of procedures.
3. The Control Center will be activated.
4. All personnel will perform their assigned actions with majority simply reporting to instruction points and signing in.
5. Unit/Craft safety teams in the plant will observe response in their areas and provide followup inputs to their supervisors.

B. Develop and issue notice to all contractors alerting them to drill and their assigned action of reporting to the nearest instruction point.

C. Wardens and Instruction Point Leaders will be provided copies of the Emergency Procedures pamphlet to hand out as part of sign in.

D. A hypothetical situation will be developed for presentation to the Control Center Staff for analysis with directives carried out only by Wardens' group for feedback.

II. EXECUTION

A. Activiate emergency alarm.

B. Control Center activated.

C. Personnel reporting to instruction points sign in with leaders, receive pamphlet and are dismissed.

D. Control Center Staff receives hypothetical situations, decides action needed, directs Wardens to walk through evacuation routes, and feed information back.

Outline for Proposed Drill on Emergency Procedures - cont'd.

III. Followup

A. Unit/Craft Safety Teams meet and analyze drill actions in their units.

B. Instruction Point Leaders analyze response of personnel in their assigned areas.

C. Summary of above used to assess current preparedness and identify weaknesses.

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JAM:tg - 5-17-78

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