FROM R. P. ALLEN

SAFETY ADMINISTRATOR

TO MEMORANDUM

cc: Dr. M. F. Jones
Mr. B. J. Sowders
Mr. Frank Kaspar
Mr. Gary Noska
Mr. S. W. Marshall
Mr. Lummie Peterson
Mr. Constantino Martin
Mr. Jesse DeLeon
Dr. L. F. Brennecke
Mr. F. A. Sharkey
Mr. Ralph Leist

April 29, 1975

RE: MINUTES OF OPERATIONS' SAFETY COMMITTEE MEETING

DATE OF MEETING: April 24, 1975

MEMBERS ABSENT: Dr. L. F. Brennecke
Mr. F. A. Sharkey
Mr. Ralph Leist

Mr. R. A. Alexander represented Mr. F. A. Sharkey

Minutes of the last meeting require the following correction:

Page two, second item under New Business reads: "Room 28, Between Pots 33 and 34 - Crew I reported low wires between these pots. Curtis Wofford told man safety was not his responsibility. Worker didn't want to work hot bath off the floor. Dick Alexander will handle."

Change to read: "Crew I reported low wires between pots 33 and 34, Room 28. Curtis Wofford told man that he was not responsible for Room 28. Workers did work hot bath off the floor but felt it was too hot, and this was reported to the foreman."

OLD BUSINESS

1. Jessie DeLeon and Dick Alexander discussed working hot bath blowout on floor. Dick Alexander said if it was too hot, a foreman should not and would not make a person work a blow out. If anyone thought it was too hot and were required to work, let him know and he would take care of the situation.

2. Lunch Room 18H - Air conditioner running. Still has a thermostat to be installed.

3. Safety Shower Tags - Still on order.

4. R45 Elevator - Inspection has been made. Report will be posted as soon as it is received.

5. 110# and 50# 54E Pitch Transfer - No action.

6. R148 Electric Shop Lunch Room Project - Cancelled.

ALCOA

ALCOA0000001

PLAINTIFF'S EXHIBIT AL-1662

7. R73 Starch Conveyor - Delivery schedule is June 1, 1975 and will be installed then.

8. R300 Washing Machine and Dryer - F. J. Mabry and Fred Carter are reviewing the matter. Dr. Jones will talk to Mr. Mabry about two units instead of one.

9. Sterile Sheets - Will be ordered and placed in Control Room and foreman's offices. Dr. Brennecke will get a count from Refining and submit to Dr. Jones. Dr. Jones will order the sheets.

10. Refining Parking Lot Reflectors For Trash Cans - Still on order.

11. R25 - A steam radiator will be installed on the top floor.

12. Lunch Room, 31X - Water cooled - completed.

13. R-10 D 8 - Without muffler.

14. R-148 Speaker Noise - Low priority project but is being worked on. Additional speakers will have to be added.

15. R-35 Painter Area - Eyewash fountain work order has been initiated.

16. Ladder in R-15 - Has been repaired.

17. R-16 Chain Guard - Has been repaired.

18. Missing Chain - Has been replaced.

NEW BUSINESS

1. Mercury Vapor Lights Out At R6 Tank - Power was off; lights now are working.

2. Mud Tank Cleaner - Needs light and vent. Items required are available.

3. Water Fountain - R 10 Area - Needs repairing. Sam Marshall will take care of this.

4. Constantino Martin - D-8 Operator - There is a dust problem. Cool Hood is okay in winter but not in summer. There are problems in keeping dust out of face, eyes, nose, and mouth, etc.... Safety will look into this.

5. Lummie Peterson complimented Safety class on glasses and goggles that Cliff Watson is putting on.

6. Chlor-Alkali shower house - no water pressure. (R146 shower house next to guard house). Only three showers are working. Sam Marshall will take care of this.

Meeting adjourned at 4:15 P. M.

R. P. ALLEN

RPA:mms

FROM R. P. ALLEN

SAFETY ADMINISTRATOR

TO MEMORANDUM

cc: Mr. J. W. Hood, Jr.
Dr. L. F. Brennecke
Dr. M. F. Jones
Mr. Frank Kaspar
Mr. Ron Mueller
Mr. Lummie Peterson
Mr. S. W. Marshall
Mr. T. J. Holub
Mr. Jessie DeLeon
Mr. Ralph Leist
Mr. Bobby Sowders

July 1, 1975

RE: OPERATIONS' SAFETY COMMITTEE MEETING

Members absent: Bobby Sowders, Lummie Peterson, S. W. Marshall,& Jessie DeLeon,
Date: June 26, 1975

Guest: Mr. Dick Alexander for Bill Hood

Minutes of old meeting accepted.

OLD BUSINESS

1. R-73 Starch conveyor due in June 1 - hold.
2. R-300 Washer and dryer - completed.
3. Sterile sheets - have been ordered.
4. Dozer drivers' cool hoods - still under consideration..
5. Chlor-Alkali shower room - will check with Frank Mabry.
6. Oil drums delivered on pallets to R-25 - To be delivered to individuals and furnish drum racks with wheels.
7. Cutting caustic pipe with pipe cutter - placed on hold.
8. R-60 Heater in control room - man is to be relieved to go to the cryolite plant to eat in their lunch room.
9. R-60 Control room windows will not close - on work order.
10. 5-Ton crane in R-148 used to test spikes at 14,000 - 15,000 - hold.

NEW BUSINESS

1. Loading dock area R-300 needs fan.
2. R-25 - Too much dust on top.

ALCOA0000003

Meeting adjourned at 3:30 P. M.

R. P. ALLEN

ALCOA

RPA:mms

FROM R. P. ALLEN

SAFETY ADMINISTRATOR

January 30, 1975

TO MEMORANDUM

CC: Mr. B. J. Sowders
Mr. Frank Kaspar
Mr. Gary Noska
Mr. Ralph Leist
Dr. M. J. Jones
Mr. Dick Alexander
Dr. L. F. Brennecke
Mr. S. W. Marshall
Mr. F. A. Sharkey
Mr. Lummie Peterson
Mr. Constantino Martin

RE: MINUTES OF OPERATIONS' SAFETY COMMITTEE

January 29, 1975 - Lummie Peterson - absent
Constantino Martin - absent

Members present were: S. W. Marshall, B. J. Sowders, Frank Kaspar, Gary Noska, Ralph Leist, Dr. M. F. Jones, Dick Alexander, Dr. L. F. Brennecke, Joe Trojak, Walter Rosenbrock, and Jerry Janise, Richard Allen, and Norris Neeley.

Norris Neeley called the meeting to order at 4:00 P. M.

Norris Neeley announced there will be an organizational change on the committee. Mr. Richard P. Allen, Safety Administrator, will be co-chairman with Bobby Sowders.

OLD BUSINESS

Last month the first item on agenda was the fourth step answer regarding wearing of long sleeves. The answer from International members, Frank Kramer and Joey Hughes was to refer the problem to the Operations' Safety Committee for safety resolutions. Due to administrative error, the three grievance members were not present at that meeting. They have been invited to this meeting.

A lengthy discussion on long sleeved shirts in the pot rooms followed.

Jerry Janise objected to the long sleeves in one department. He said the whole plant should be involved and not discriminate against one department. He further stated you could get your arm injured by hanging sleeve on pot or if hot metal spilled on sleeve, it could burn worse if the sleeve became soaked, and stick to the arm. He also objected to the fact that he might have to bring several shirts to the plant for changing if the long sleeve was splashed or if they were going to another department and didn't want to wear the shirt with the dirty sleeves.

Walter Rosenbrock stated he has been here 10 years, has always worn short sleeves and never got burned. If there is an open pot, it is shut off. If you are climbing on and off equipment you can get your arm hung on something if you have on long sleeves.

ALCOA

SF-4569 (REV. 11-68)

Joe Trojak stated he has been in Mechanical Maintenance 20 years and has never had a bad burn. The long sleeves are a nuisance and I have been burned wearing long sleeves. The book states "wear heavy type cotton shirt." (Welders wear short sleeves.) Stocking sleeves material will burn. Most burns come from steam. He says he thinks the only place long sleeves should be worn is the casting pit. "I can't see any reason for these rules". The medical records show not that many first aid visits. If the company wants long sleeved shirts, they should buy the shirts. Another thing, we turn in a complaint on a safety hazard and it is not taken care of. They wait until we have a lost time accident then they have it fixed. It is hard enough to protect against chlorine fumes. Took 3 days to get it fixed.

Bobby Sowders says grievance committee wants company to buy the long sleeved shirts if they want the workers to wear them. In regard to the complaint of not doing anything about the safety hazards, someone doesn't have to get hurt for the company to have it fixed. If I turn in a complaint, it gets done. If you get it in the right channels, it will get done. To turn in a complaint, get the foreman's name, and any other information you can get and turn in to the Safety Office.

Bobby Sowders - Results of this hearing: "I would like to see it worked out where they should not have to wear long sleeves."

Dick Alexander stated that it was a rule to wear long sleeves in foreign operations. I hear your arguments; it does offer some protection to minor splashes on arms and legs, against touching hot pots, being near open pot, and radiant heat. It is a requirement to wear side shields in some plants. If you don't need the long sleeves, roll them up then when you go into the potrooms, roll them down. We have to obey blanket rules for net effect of safety to the individual. This is a good rule in general and I think we should go along with it; it is hard to say when to say wear them and when not to wear them. We are trying to make this a safe plant. I would suggest maybe a light jacket to remove when long sleeves aren't necessary. Example, when working on spike pullers, wear short sleeve then put on jacket when finished.

Norris Neeley - We have had increased correspondence about long sleeves. We have OSHA to contend with and contractors going through the passageway have to wear long sleeved shirts. This is a safety rule, even if they are in the potrooms for only 1% of the time in the plant. We are supposed to be in the business of preventing accidents. In regard to safety hazards, tell your foreman. If you don't get results, call the Safety Office and something will be done about it.

Dr. Milton Jones stated there is a 1500° difference in metal temperature. Burn won't get as deep if you have stocking or long sleeve on.

Richard Allen - I think the overall effect of long sleeves is good. In the future, when you see a safety hazard, call the Safety Office and we will come down with a camera and get something done. Also, for Ralph Leist's benefit, the grating problem in Chlor Alkali has crews working on that, ~~and acid pump~~. We will make investigations of whole Chlor Alkali department. Employees should not be criticized for turning in safety problems.

Norris Neeley - We will close the item for just now. We will turn it back to a 4th step committee and let them resolve it. Since it is late, I recommend we finish meeting on Friday at 3:00 P. M.

A new time for meeting was set for the fourth Thursday of each month at 3:00 P. M.

Bobby Sowders reported lights are burned out in the east end of Line 5, Room 72. Sam Marshall said he would pass it on to Al Barton and it would be taken care of.

Meeting adjourned at 5:07 P. M.

RICHARD ALLEN

RPA:ms

FROM R. P. ALLEN

SAFETY ADMINISTRATOR

August 18, 1975

TO MEMORANDUM

cc: Mr. J. W. Hood, Jr.
Mr. H. Floyd
Dr. L. F. Brennecke
Dr. M. F. Jones
Mr. Frank Kaspar
Mr. Lummie Peterson
Mr. T. J. Holub
Mr. Jessie DeLeon
Mr. Ralph Leist
Mr. Bobby Sowders
Mr. Robert Joost

RE: OPERATIONS' SAFETY COMMITTEE MEETING

GUEST - Joe Hutchins
MEMBERS ABSENT: Dr. M. F. Jones, Messrs. Lummie Peterson, Jessie DeLeon, and Ralph Leist.
NEW MEMBER REPLACING RON MUELLER : Mr. Robert Joost

Minutes of the last meeting were accepted, not read.

OLD BUSINESS

1. R-73 Starch conveyor has not been installed yet. Was promised delivery by June 1, 1975. Dr. Brennecke will check on progress of this and report at the next meeting.

2. R-148 - 5-ton crane used to check spikes up to 15,000 pounds explained by Joe Hutchins.

3. R-35 Paint area still does not have a safety shower and eye wash fountain. Dr. Brennecke and Safety will look into this and report at the next meeting.

4. Sterile sheets - report not given. Dr. Jones will report on this at the next meeting.

5. Dust problems for dozer operators in Raw Materials, bauxite area, discussed. Dr. Brennecke and Safety will get with Refining and Raw Materials and discuss solution to this problem. Air conditioned cabs, cool hoods, etc. Will report at the next meeting.

6. Shower facilities have been enlarged for Chlor-Alkali - (complete).

7. Use of pipe cutters by Maintenance in Refining discussed. Joe Hutchins said he thought that this would not be a problem to take care of and he would see to it.

8. R-60 windows still need repairing. It was reported that windows in Refining are being worked on. Dr. Brennecke will report next time.

9. R-300 Chlorine dock area -- valve repair house needs a fan. Dr.

ALCOA

SF-4563 (REV. 1-68)

Brennecke will check this out and report.

10. R-25 top floor discussed - at times, area is too dusty. It depends on the type bauxite being used. Men want some sort of enclosure to get some relief from the dust on these occasions. Also noted that the heater had not been installed yet. Dr. Brennecke will look into this.

NEW BUSINESS

1. Department 34 - Potlining employees want split leg aprons for employees for protection against tar and pitch. Bill Hood is going to look into this. Also, we think there is already some sort of apron in Stores that might be adequate.

2. Cell floor in R-300 reported - Ralph Leist was not present so this was put off for discussion at the next meeting.

3. Cell pumps on tank 56 and 64 open and exposed - Dr. Brennecke stated that samples had been taken and there was no problem.

The meeting adjourned at 3:50 P. M.

R. P. ALLEN

RPA:mms

FROM R. P. ALLEN

SAFETY ADMINISTRATOR

May 28, 1975

TO MEMORANDUM

cc: Mr. J. W. Hood, Jr.
Dr. L. F. Brennecke
Dr. M. F . Jones
Mr. B. J. Sowders
Mr. Frank Kaspar
Mr. Gary Noska
Mr. S. W. Marshall
Mr. Lummie Peterson
Mr. Constantino Martin
Mr. Jessie DeLeon
Mr. Ralph Leist
Mr. Dick Alexander

RE: OPERATIONS' SAFETY COMMITTEE MEETING

Members absent: Messrs. Frank Kaspar, Constantino Martin, and Ralph Leist

Date: May 22, 1975 - 3:00 P. M.

Guest: Mr. Dick Alexander

Minutes of previous meeting accepted. Some members stated they did not receive their copy. It was decided to mail minutes in individual envelopes.

OLD BUSINESS

1. Safety shower tags have been received and will be installed as soon as possible.

2. 110# and 50# 54E Pitch Transfer - completed.

3. R148 Electric Shop Lunch Room - new lunch room project cancelled. Employees concerned will start eating in the Machine Shop lunch room. Sam Marshall said he would arrange a schedule.

4. R73 Starch Conveyor - Delivery date still June 1.

5. R300 Commercial Washer and Dryer - all needed parts have been ordered and it will be repaired as soon as possible.

6. Sterile Sheets - Dr. Jones is ordering sheets. They will be distributed as soon as they arrive.

7. Trash can holders have been striped with a reflective yellow tape.

8. R10 - D-8 Cats - muffler problem has been resolved.

9. R148 Speaker Noise - Sam Marshall says this problem will be fixed but is far down the list as it includes additional speakers.

ALCOA

SF-4553 (REV. 11-69)

10. Mud tank cleaners (thickener) need more light and ventilation. This has been resolved.

11. Water Fountain R10 Area - has been repaired.

12. Dozer drivers need cool hoods or some type protection from dust - this is still under consideration.

13. Chlor Alkali - Shower Room - to be enlarged by opening a door into other shower room.

NEW BUSINESS

1. R 25 - 55-gallon oil cans are delivered on a pallet. This is too hazardous for one man to remove them and place them. Dr. Brennecke said he would see about having the fork truck man that delivers them to set them off the pallet and get a drum dolly for the man that has to move them.

2. If it is possible to cut a caustic pipe with a pipe cutter, this will become the practice. Sam Marshall will look into this.

3. R60 - No heater in the control room. Dr. Brennecke will look into this.

4. R60 control room windows are stuck and will not close. Dr. Brennecke will look into this. This is a lunch eating area.

5. R16 lighting not sufficient. EWO study to provide better light has been initiated.

6. R15, 16, and 17 - Tunnels have water standing in them. EWO has been initiated to study a solution and get it corrected.

7. Safety glasses and face shields - New type manufactured by American Optical will be made available to personnel who require something more than shields now stocked by stores.

8. 5-ton crane in shop R148, used to test spikes being overloaded to pull 14-15,000 lbs. Sam Marshall to look into this.

Meeting adjourned 3:40 P. M.

Next meeting - June 26, 1975

R. P. ALLEN

RPA:mms

FROM R. P. ALLEN

SAFETY ADMINISTRATOR

May 5, 1975

TO MEMORANDUM

cc: Dr. M. F. Jones
Mr. B. J. Sowders
Mr. Frank Kaspar
Mr. Gary Noska
Mr. S. W. Marshall
Mr. Lummie Peterson
Mr. Constantino Martin
Mr. Jesse DeLeon
Mr. F. A. Sharkey
Mr. Ralph Leist
Dr. L. F. Brennecke

RE: MINUTES OF OPERATIONS' SAFETY COMMITTEE MEETING "CORRECTIONS"

Corrections to the minutes of the Operations' Safety Committee Meeting dated April 29, 1975. Date of the meeting was April 24, 1975.

Item # 1 - under Old Business - To make this item more clearly understood, change from "Jessie DeLeon and Dick Alexander said if it was too hot, a foreman should not and would not make a person work a blow out. If anyone thought it was too hot and were required to work, let him know and he would take care of the situation."

Change to read: Dick Alexander said that the foreman and men should be able to agree on what was "too" hot. If there is a case of serious disagreement, he should be contacted.

Item # 5 - "No action" in these minutes need further clarification. This item is being taken care of and is almost completed. That is why the committee took "no action" during this meeting.

R. P. ALLEN

RPA:mms

ALCOA

SF-4563 (REV 11-68)

FROM R. P. ALLEN
CO-CHAIRMAN
SAFETY ADMINISTRATOR

TO MEMORANDUM

cc: Mr. J. W. Hood, Jr.
Mr. H. Floyd
Dr. L. F. Brennecke
Dr. M. F. Jones
Mr. Frank Kaspar
Mr. Lummie Peterson
Mr. T. J. Holub
Mr. Jessie DeLeon
Mr. Ralph Leist
Mr. Bobby Sowders - Co-Chairman
Mr. Robert Joost

September 2, 1975

RE: OPERATIONS' SAFETY COMMITTEE MEETING

Members absent: Messrs. J. W. Hood, Jr., T. J. Holub, and Jessie DeLeon, and Bobby Sowders who was on vacation.
Guest: Mr. Martin Hillis for J. W. Hood, Jr.

Minutes of last meeting were accepted - were not read.

OLD BUSINESS

1. R-73 Starch conveyor - scheduled to be installed October 1, 1975.

2. R-35 Paint area safety shower and eye wash fountain - Dr. Brennecke reports that he could not find out anything in his area. H. Floyd said he knew of a shop order and would check it out.

3. Sterile sheets - Dr. Jones reports that they are in and will be distributed as soon as possible to the foremen's offices and some control rooms.

4. Dust problems with dozer operators and top of R-25 - I met with Captain Butler, Dr. Brennecke, Jack McCain, Clyde Douglas and discussed this problem. Captain Butler is going to rig a cool hood and is checking the possibilities of air conditioned cabs but there are problems. Dr. Brennecke reports Captain Butler is proceeding with having one dozer rigged with an air compressor, cooling venturi, and cool hood to see if it is a practical solution.

5. R-300 chlorine dock, valve repair shack, has a new fan.

6. Aprons for Dept. 34, pot lining - Martin Hillis reported that aprons are available in employee sales. Discussion of this subject will be continued at the next meeting.

7. Cell floor progress - Ralph Leist reports that floor construction is back under way. For some unexplained reason, work was stopped but has started again.

Dr. Brennecke reports that he will find out what causes the delays.

NEW BUSINESS

No new business was discussed at this meeting.

The meeting adjourned at 4:00 P. M.

R. P. ALLEN

RPA:mms

FROM R. P. ALLEN -
CO-CHAIRMAN
SAFETY ADMINISTRATOR

TO MEMORANDUM
cc: Mr. F. A. Sharkey
~~Mr. J. W. Hood, Jr.~~
Mr. H. Floyd
~~Dr. L. F. Brennecke~~
Dr. M. F. Jones
Mr. Frank Kaspar
Mr. Lummie Peterson
Mr. T. J. Holub
Mr. Jessie DeLeon
Mr. Ralph Leist
Mr. Bobby Sowders - Co-Chairman
Mr. Robert Joost

September 26, 1975

RE: OPERATIONS' SAFETY COMMITTEE MEETING

Members Absent: Mr. H. Floyd, Dr. M. F. Jones, Mr. Frank Kaspar, and Mr. Jessie DeLeon

Visitor: Mr. Joe Hutchins (representing Mr. H. Floyd).

The meeting was called to order at 3:05 P. M. Minutes of the last meeting were accepted as published.

OLD BUSINESS

1. R-73 - The starch conveyor completion is scheduled for October 1, 1975. Bobby Sowders points out that this has been promised for over a year and it still doesn't look like it will make the date promised. Dr. Brennecke will check this out..

2. R-35 - Paint area eye wash fountain and drench shower - Joe Hutchins reported for H. Floyd that this project had been assigned to an engineer that was no longer with us (EWO # 101) and that it was lost in the shuffle. However, a new shop order has been issued and hopefully, it will be installed in 30 days.

3. The sterile sheets have not been distributed because of the lack of containers to put them in. They will be distributed temporarily in heavy brown envelopes with instructions printed on the envelope.

4. Dust problem at the top of R-25 - Rudy Podhora's people are sampling the dust concentrations and under maximum conditions, it is approximately four times the allowable limit. Mr. Podhora's group are not through with their study but they will have some recommendations.

5. Aprons for Department 34 - Bill Hood said he would look into the availability of aprons in other departments before he makes a decision.

6. Cell floor - R-300 area - Joe Hutchins states that the personnel making the repairs are starting a new type approach. They will measure and pre-cut everything for three or four cells then when they start the work on those cells, the job will be completed

in a minimum amount of time. Ralph Leist states he can't tell any difference yet but let's hope it will work.

NEW BUSINESS

No new business.

The meeting adjourned at 3:35 P. M.

R. P. ALLEN

RPA:mms

FROM R. G. KUERNER

October 1, 1975

TO ~~MR. W. W. BROWN~~
MR. J. W. HOOD
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. MC CLAIN
MR. J. L. MINTER
MR. O. L. ROYER
MR. F. A. SHARKEY
MR. W. R. TATUM
MR. W. H. FLOYD
~~DR. L. F. BRENNECKE~~
MR. R. M. ROSE

RE: OPERATIONS SAFETY & HEALTH COMMITTEE

Effective immediately Mr. R. M. Rose will replace Mr. R. P. Allen as chairman of this committee.

Also effective immediately Mr. J. K. McClain will replace Dr. L. F. Brennecke on the committee.

This committee now consists of:

R. M. Rose, Chairman
M. F. Jones, M.D.
W. H. Floyd
J. K. McClain
F. A. Sharkey
(plus the Union representatives)

R. G. KUERNER

RGK/dw

ALCOA

ALCOA0000016

SF-4563 (REV 1-63)

FROM R. G. KUERNER

October 1, 1975

TO ~~MR. W. W. BROWNE~~
MR. J. W. HOOD
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. MC CLAIN
MR. J. L. MINTER
MR. O. L. ROYER
MR. F. A. SHARKEY
MR. W. R. TATUM
MR. W. H. FLOYD
~~DR. L. F. BRENNECKE~~
MR. R. M. ROSE

RE: OPERATIONS SAFETY & HEALTH COMMITTEE

Effective immediately Mr. R. M. Rose will replace Mr. R. P. Allen as chairman of this committee.

Also effective immediately Mr. J. K. McClain will replace Dr. L. F. Brennecke on the committee.

This committee now consists of:

R. M. Rose, Chairman
M. F. Jones, M.D.
W. H. Floyd
J. K. McClain
F. A. Sharkey
(plus the Union representatives)

R. G. KUERNER

RGK/dw

ALCOA

SP-4068 (REV. 11-68)

FROM R. M. ROSE - CO-CHAIRMAN
SAFETY ADMINISTRATOR

December 19, 1975

TO MEMORANDUM

cc: Mr. Bobby Sowders - Co-Chairman
Mr. F. A. Sharkey
Mr. H. Floyd
Mr. J. K. McClain
Dr. M. F. Jones
Mr. Frank Kaspar
Mr. Lummie Peterson
Mr. T. J. Holub
Mr. Jessie DeLeon
Mr. Ralph Leist

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - DECEMBER 18, 1975

Members Absent: Messrs. J. K. McClain, T. J. Holub, Jessie DeLeon.

Mr. Don Carlson filled in for Mr. McClain.

Mr. Rudy Podhora was present to give a special report on caustic fumes in R-35.

The meeting was called to order at 3:00 p.m..

OLD BUSINESS

1. Dust problem - top of R-25 - Dr. Jones says this is still under study and that it will take some time to resolve this problem. R. M. Rose talked with Clyde Douglas who stated the Jamacian bauxite is dustier than Bokay bauxite. It was decided to table until a later date.

2. Dozers in Building 15 - Engineering has written a Shop Order, No. 266040 to purchase and install a new 3M brand, powered air purifier for a trial installation on one D-8 Dozer. It will be used over a person and completion date is January 31, 1976.

DESIGN →

3. Aprons for Dept. 34 - This has been resolved.

4. Cell floor - R-300 - Complete.

5. Heater - top of R-25 - Has been installed.

6. Item from special meeting with Fred Carter - (rubber boots for Chlor Alkali) - We have been informed they do have a boot that the supplier guarantees to be shock resistant and will be made available soon. At present, Alcoa buys and stocks rubber shoes in all sizes.

7. Regarding the Supervisor who refused to let an employee go to First Aid - This was a mistake and no more band aids will be given out.

8. Javiel Moreno (afraid of ladder in hold of a ship) - He now states he does not want to be transferred and he was afraid only of a "bent ladder."

ALCOA

SP-4863 (REV. 11-68)

9. Stretcher basket on ambulance - Dr. Jones had Otto Schupbach demonstrate a new stretcher that is collapsible. This would be especially good for an injured employee with a suspected back injury or diabetic. However, this could not be used in the hold of a ship and R. M. Rose was directed to purchase a basket. The basket can also be used on a circular stairway.

10. Air Packs, R-300 - We have a program started; we have sent eight cylinders out, bought nine new cylinders, scrapped six cylinders, and have three spares. We are sending three more out for inspection. During the last part of January, we will have a program on how to care for cylinders. They will be color coded and ticketed.

NEW BUSINESS

1. Rudy Podhora reported on the fumes in R-35. He stated they looked into another means of analyzing caustic using fiberglass or paper filters and analyze with hydrochloric acid. He asked Leroy Wagner to investigate fume concentration.

The filter press operators are: Leo Butler, A. R. Velasquez, S. V. Villarreal with extra operators Benny Tesch and Walter Gray. They are familiar with this kind of work but they didn't recognize the fumes. There was a steam that fogged up their goggles. Mr. Podhora stated they were making headway building pipes to correct the problem and will study the problem further. It was brought up that A. A. Rambikur was concerned with the proble because of mercury being released into the air. Bobby Sowders asked if this was harmful. R. M. Rose will check into this furthe

2. Gas masks over prescription glasses - This item was presented by Bobby Sowders. He stated Frank Dudley said several people were gassed recently because the gas mask doesn't fit securely over prescription glasses. R. M. Rose stated we have ordered "half temples' with adjustable elastic headband to be worn on prescription glasses for employees working in Chlor Alkali. The question was brought up by Ralph Leist, "will the Company buy an extra pair of glasses for the person using the half temples. Mr. Sharkey answered the Company would not. It would be up to the employee to furnish his own second pair of prescription glasses. The half temp are in.

3. R-15, 16, & 17 tunnels - water standing in tunnels and floor is very slick - H. Floyd stated Engineering is working on this. They plan to bore holes in the walls but will have to be careful that walls do not collapse.

4. Potroom floors in need of repair - this will be tabled as it will take time. Bobby Sowders will talk with people about this.

5. R-146 Shower house - Bobby Sowders says we are in need of lights. It is very dark at night. R. M. Rose will check on this.

The meeting adjourned at 4:15 p.m.

R. M. ROSE

RMR:mms

FROM R. M. ROSE - CO-CHAIRMAN
SAFETY ADMINISTRATOR

December 19, 1975

TO MEMORANDUM

cc: Mr. Bobby Sowders - Co-Chairman
Mr. F. A. Sharkey
Mr. H. Floyd
Mr. J. K. McClain
Dr. M. F. Jones
Mr. Frank Kaspar
Mr. Lummie Peterson
Mr. T. J. Holub
Mr. Jessie DeLeon
Mr. Ralph Leist

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - DECEMBER 18, 1975

Members Absent: Messrs. J. K. McClain, T. J. Holub, Jessie DeLeon.

Mr. Don Carlson filled in for Mr. McClain.

Mr. Rudy Podhora was present to give a special report on caustic fumes in R-35.

The meeting was called to order at 3:00 p.m..

OLD BUSINESS

1. Dust problem - top of R-25 - Dr. Jones says this is still under study and that it will take some time to resolve this problem. R. M. Rose talked with Clyde Douglas who stated the Jamacian bauxite is dustier than Bokay bauxite. It was decided to table until a later date.

2. Dozers in Building 15 - Engineering has written a Shop Order, No. 266040 to purchase and install a new 3M brand, powered air purifier for a trial installation on one D-8 Dozer. It will be used over a person and completion date is January 31, 1976.

3. Aprons for Dept. 34 - This has been resolved.

4. Cell floor - R-300 - Complete.

5. Heater - top of R-25 - Has been installed.

6. Item from special meeting with Fred Carter - (rubber boots for Chlor Alkali) - We have been informed they do have a boot that the supplier guarantees to be shock resistant and will be made available soon. At present, Alcoa buys and stocks rubber shoes in all sizes.

7. Regarding the Supervisor who refused to let an employee go to First Aid - This was a mistake and no more band aids will be given out.

8. Javiel Moreno (afraid of ladder in hold of a ship) - He now states he does not want to be transferred and he was afraid only of a "bent ladder."

ALCOA

SP-0868 (REV. 11-68)

9. Stretcher basket on ambulance - Dr. Jones had Otto Schupbach demonstrate a new stretcher that is collapsible. This would be especially good for an injured employee with a suspected back injury or diabetic. However, this could not be used in the hold of a ship and R. M. Rose was directed to purchase a basket. The basket can also be used on a circular stairway.

10. Air Packs, R-300 - We have a program started; we have sent eight cylinders out, bought nine new cylinders, scrapped six cylinders, and have three spares. We are sending three more out for inspection. During the last part of January, we will have a program on how to care for cylinders. They will be color coded and ticketed.

NEW BUSINESS

1. Rudy Podhora reported on the fumes in R-35. He stated they looked into another means of analyzing caustic using fiberglass or paper filters and analyze with hydrochloric acid. He asked Leroy Wagner to investigate fume concentration.

   The filter press operators are: Leo Butler, A. R. Velasquez, S. V. Villarreal with extra operators Benny Tesch and Walter Gray. They are familiar with this kind of work but they didn't recognize the fumes. There was a steam that fogged up their goggles. Mr. Podhora stated they were making headway building pipes to correct the problem and will study the problem further. It was brought up that A. A. Rambikur was concerned with the proble because of mercury being released into the air. Bobby Sowders asked if this was harmful. R. M. Rose will check into this further

2. Gas masks over prescription glasses - This item was presented by Bobby Sowders. He stated Frank Dudley said several people were gassed recently because the gas mask doesn't fit securely over prescription glasses. R. M. Rose stated we have ordered "half temples' with adjustable elastic headband to be worn on prescription glasses for employees working in Chlor Alkali. The question was brought up by Ralph Leist, "will the Company buy an extra pair of glasses for the person using the half temples. Mr. Sharkey answered the Company would not. It would be up to the employee to furnish his own second pair of prescription glasses. The half templ are in.

3. R-15, 16, & 17 tunnels - water standing in tunnels and floor is very slick - H. Floyd stated Engineering is working on this. They plan to bore holes in the walls but will have to be careful that walls do not collapse.

4. Potroom floors in need of repair - this will be tabled as it will take time. Bobby Sowders will talk with people about this.

5. R-146 Shower house - Bobby Sowders says we are in need of lights. It is very dark at night. R. M. Rose will check on this.

The meeting adjourned at 4:15 p.m.

R. M. ROSE

RMR:mms

FROM R. M. ROSE - CO-CHAIRMAN
SAFETY ADMINISTRATOR

December 19, 1975

TO MEMORANDUM

cc: Mr. Bobby Sowders - Co-Chairman
Mr. F. A. Sharkey
Mr. H. Floyd
Mr. J. K. McClain
Dr. M. F. Jones
Mr. Frank Kaspar
Mr. Lummie Peterson
Mr. T. J. Holub
Mr. Jessie DeLeon
Mr. Ralph Leist

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - DECEMBER 18, 1975

Members Absent: Messrs. J. K. McClain, T. J. Holub, Jessie DeLeon.

Mr. Don Carlson filled in for Mr. McClain.

Mr. Rudy Podhora was present to give a special report on caustic fumes in R-35.

The meeting was called to order at 3:00 p.m..

OLD BUSINESS

1. Dust problem - top of R-25 - Dr. Jones says this is still under study and that it will take some time to resolve this problem. R. M. Rose talked with Clyde Douglas who stated the Jamacian bauxite is dustier than Bokay bauxite. It was decided to table until a later date.

2. Dozers in Building 15 - Engineering has written a Shop Order, No. 266040 to purchase and install a new 3M brand, powered air purifier for a trial installation on one D-8 Dozer. It will be used over a person and completion date is January 31, 1976.

3. Aprons for Dept. 34 - This has been resolved.

4. Cell floor - R-300 - Complete.

5. Heater - top of R-25 - Has been installed.

6. Item from special meeting with Fred Carter - (rubber boots for Chlor Alkali) - We have been informed they do have a boot that the supplier guarantees to be shock resistant and will be made available soon. At present, Alcoa buys and stocks rubber shoes in all sizes.

7. Regarding the Supervisor who refused to let an employee go to First Aid - This was a mistake and no more band aids will be given out.

8. Javiel Moreno (afraid of ladder in hold of a ship) - He now states he does not want to be transferred and he was afraid only of a "bent ladder."

ALCOA

SF-4563 (REV 11-83)

9. Stretcher basket on ambulance - Dr. Jones had Otto Schupbach demonstrate a new stretcher that is collapsible. This would be especially good for an injured employee with a suspected back injury or diabetic. However, this could not be used in the hold of a ship and R. M. Rose was directed to purchase a basket. The basket can also be used on a circular stairway.

10. Air Packs, R-300 - We have a program started; we have sent eight cylinders out, bought nine new cylinders, scrapped six cylinders, and have three spares. We are sending three more out for inspection. During the last part of January, we will have a program on how to care for cylinders. They will be color coded and ticketed.

NEW BUSINESS

1. Rudy Podhora reported on the fumes in R-35. He stated they looked into another means of analyzing caustic using fiberglass or paper filters and analyze with hydrochloric acid. He asked Leroy Wagner to investigate fume concentration.

   The filter press operators are: Leo Butler, A. R. Velasquez, S. V. Villarreal with extra operators Benny Tesch and Walter Gray. They are familiar with this kind of work but they didn't recognize the fumes. There was a steam that fogged up their goggles. Mr. Podhora stated they were making headway building pipes to correct the problem and will study the problem further. It was brought up that A. A. Rambikur was concerned with the proble because of mercury being released into the air. Bobby Sowders asked if this was harmful. R. M. Rose will check into this further.

2. Gas masks over prescription glasses - This item was presented by Bobby Sowders. He stated Frank Dudley said several people were gassed recently because the gas mask doesn't fit securely over prescription glasses. R. M. Rose stated we have ordered "half temples' with adjustable elastic headband to be worn on prescription glasses for employees working in Chlor Alkali. The question was brought up by Ralph Leist, "will the Company buy an extra pair of glasses for the person using the half temples. Mr. Sharkey answered the Company would not. It would be up to the employee to furnish his own second pair of prescription glasses. The half templ are in.

3. R-15, 16, & 17 tunnels - water standing in tunnels and floor is very slick - H. Floyd stated Engineering is working on this. They plan to bore holes in the walls but will have to be careful that walls do not collapse.

4. Potroom floors in need of repair - this will be tabled as it will take time. Bobby Sowders will talk with people about this.

5. R-146 Shower house - Bobby Sowders says we are in need of lights. It is very dark at night. R. M. Rose will check on this.

The meeting adjourned at 4:15 p.m.

R. M. ROSE

RMR:mms

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
DR. M. F. JONES
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. B. L. PRUITT
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON

January 14, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING

Due to the Corporate Alumina & Chemicals meeting at Point Comfort Operations during the week of January 17, 1977, the Conference Room will be occupied. Therefore, the Operations Safety Committee meeting will be postponed ~~for~~ and will be rescheduled Wednesday, January 26, 1977 in the Main Conference Room in Bldg. #1 at 3:00 PM.

R. M. ROSE

RMR:dk

ALCOA

FROM R. M. ROSE
SAFETY DEPARTMENT

TO OPERATIONS'SAFETY COMMITTEE

MR. F. A. SHARKEY
MR. W. H. FLOYD
DR. M. F. JONES
MR. J. K. McCLAIN
MR. F. J. MABRY
MR. R. E. PODHORA
MR. C. C. DOUGLAS
MR. F. W. KASPAR
MR. D. R. PIWETZ
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLeon

December 9, 1976

Info Cpoy for: MR. G. B. SCOTT

RE: OPERATIONS'SAFETY COMMITTEE MEETING

The Operations' Safety Committee will meet in the upstairs Conference Room, Wednesday, December 15, 1976, at 3:00 PM.

R. M. ROSE

dk

ALCOA

SF-4563 (REV 11-69)

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
DR. M. F. JONES
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. R. L. PRUITT
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. C. C. DOUGLAS

January 21, 1976

RE: OPERATIONS'SAFETY COMMITTEE MEETING

The above captioned committee is scheduled for the monthly meeting in the Main Conference Room in Building #1, at 3:00 PM, WEDNESDAY, JANUARY 26, 1977.

R. M. ROSE

dk

ALCOA

SF-4563 (REV 11-73)

Earline -

FROM R. M. ROSE, CO-CHAIRMAN
SAFETY ADMINISTRATOR

TO MEMORANDUM

cc: Mr. R. G. Kuerner
Mr. F. A. Sharkey
Mr. J. K. McClain
Mr. F. J. Mabry
Mr. W. H. Floyd
Mr. R. E. Podhora
Dr. M. F. Jones
Mr. N. W. Neeley
Mr. Bobby Sowders
Mr. Ralph Leist
Mr. T. J. Holub
Mr. Lummie Peterson
Mr. Frank Kasper
Mr. Jessie DeLeon

March 9, 1976

RE: AGENDA FOR OPERATIONS' JOINT SAFETY COMMITTEE MEETING SCHEDULED FOR MARCH 17, 1976

The Operations' Joint Safety Committee is scheduled to meet on March 17, 1976, at 3:00 p.m.,in the Main Conference Room, Bldg. 1. Please refer to Operations' Joint Safety Committee Meeting Minutes of February 18, 1976.

The tentative agenda is as follows:

1. Dust Problem - Top of R-25 - Mr. J. K. McClain will report status.
2. Dozers in Bldg's. 15 & 16 - Mr. W. H. Floyd will report status.
3. Rubber boots for Chlor-Alkali personnel - Mr. F. J. Mabry will report status.
4. Prescription glasses in Chlor-Alkali - Mr. R. M. Rose will report status.
5. Lunch room status - R-30, R-35, R-10, R-300 - Mr. Norris Neeley will report status of each specific lunch room problem and status.
6. Fresh air inlet to restroom in Bldg. R-300 - Mr. ~~H. Floyd~~ will report status.

R. M. ROSE

RMR:ea

ALCOA0000044

ALCOA

SF-4563 (REV. 11-68)

D R A F T

FROM R. M. ROSE, CO-CHAIRMAN TO MEMORANDUM

SAFETY ADMINISTRATOR

March 18, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - MARCH 17, 1976

Members Present: Messrs. F. A. Sharkey, J. K. McClain, F. J. Mabry, R. M. Rose, B. Hofrichter, A. Newsome (representing C. Steele), Dr. M. F. Jones, N. W. Neeley, B. Sowders, R. Leist, F. Kasper

Members Absent: Messrs. H. Floyd, R. ~~Podhora~~, T. Holub, L. Peterson, J. DeLeon, J. Resendez

The meeting was called to order by R. M. Rose at 3:05 p.m., in the Upstairs Conference Room of Building 1.

Minutes of the last meeting require the following corrections:

Page two, Item 2, eighth line should read: February 18 or 19.

Page one, Item 1, should read: Frank Kasper instead of T. J. Holub.

~~Mr. Rose stated since all agree, he and Bobby Sowders have gone through the minutes from the last meeting.~~ After the corrections the minutes of the last meeting were approved.

OLD BUSINESS

1. Dozers in Bldg. 15

Bill Hofrichter reported that they are trying to solve the problem by going two ways--the 3M Unit (~~and that job~~ has been done) and the Vortex tube. ~~Mexhaxe~~ The 3M Unit has been operating since March 4 and had previously estimated operating March 17, so we are ahead of schedule. The 3M Unit has been installed and can't say the operators like it. ~~The second unit that we are looking at is the present compressor tank and that is on schedule~~. We have completed the drawings (only three days behind schedule) and should be able to complete this job by April 23, ~~which we talked about earlier~~. ~~We~~ Bill Hofrichter stated ~~they~~ are not too happy with the 3M brand. ~~It~~ has not been doing the job and are holding off until the Vortex tube is in operation. This ~~should be~~ the best ~~possibility~~.

Discussion followed by Bill Hofrichter and J. McClain on how it will be operated.

Dr. Jones questioned if they will get enough air. B. Hofrichter replied that what we are trying to do is put C[illegible] filter on

ALCOA

SF-4563 (REV. 1-68)

ahead of the 3M brand purifier. ~~We are not getting the volume of air to cool the guy off~~.

Mr. Sharkey questioned what the cooling effect would be and Bill Hofrichter said it would drop 70° from inlet temperature.

Mr. Rose stated that we meet April 21, ~~so maybe we will be able to get the job finished ahead of~~ time. Bill Hofrichter ~~said~~ they ~~will try for the 21st of March~~.

2. Dust Problem - Top of R-25

Mr. McClain stated that currently we don't have a dust problem. The bauxite that we are reclaiming is not dusty. He also stated that he went with Bill Butler and Clyde Douglas and looked at the Boke and it's dry and also around the tripper he observed three basic problems where the dust was coming out and had dusty material.

1. Feed off the belt at the head of the tripper and skirting show 2" of clearance across the belt shoot. We have changed this and it will confine most of the dust coming off the transfer.

2. The bauxite discharge from the tripper shoot down into the bin. This was mentioned that we should work on that. ~~We found that the [illegible] of that is for a skirting to be [illegible] about 2" on the bottom of the tripper shoot and the bin doors~~.

   All have been reworked on the side that we reclaim dry bauxite.

   Some of the transformers of the automatic doors were not closing. We have made a very big improvement.

3. Displacement where it is not a very high volume. We had small pieces of conveyor belts cut to keep them covered. At this point, my feeling is that we have dust bins where the dust is [illegible]. We can expect significant improvement. We will concentrate on solving the dust at general points and will not have a severe dust problem.

3. Rubber Boots for Chlor-Alkali

Mr. Mabry stated he has set up Model 11-51 and Model 11-49 boots and they are dielectric. They are in the Storeroom, but would like to get safety rules finalized before we go into this program, and at that time, dispense them all at once. We will have a different procedure for people who walk through than people who work there.

Mr. Rose stated that the Safety Rules Committee is meeting weekly. They have made quite some progress with cross section of people. He said they are through the plant rules into the departmental

~~rules, foot~~

rules and rest will be covered by Job Safety Analysis or Safe Practices.

Ralph Leist questioned if they are going to be required to wear these boots and Mr. Mabry answered, "Yes".

Mr. Mabry said we will supply the same type of boot on the outside as the inside. Ralph Leist asked if it would be a lace-up boot and Mr. Mabry said, "No".

Mr. Mabry hopes in the next month it will be set up.

4. Prescription Glasses - Chlor-Alkali

Mr. Rose requested that Mr. Sharkey bring the committee up to date on this project.

Mr. Sharkey stated the procedure we are looking for is to replace air with plastic band that would go around the head. We tried some, but only three poeple checked them out. Mr. Sharkey stated they didn't work. They would dig into the nose and make them uncomfortable.

Mr. Sharkey stated they went back to Stores and found a pair of light weight plastic goggles that can be fitted with plastic lenses for support all around the eye. That way they can supply these with plastic lenses. We have one on order;another test pair that is lighter. As soon as they get in, would like for someone in the Chlor-Alkali area to wear them. Ralph Leist volunteered to wear them.

5. Lunch Room - R30, R35, R10 R300

R30

Mr. Neeley stated that he got with the engineer in charge and he is in the process of putting in two wall heaters. The room does have an 18,000 1-1/2 ton air conditioner. Before next winter, we are sure that the place will have heating.

R10

Mr. Neeley stated the lunchroom has been used for five weeks.

R300

Mr. Rose asked Mr. Mabry to look into the problem since this is in his area of responsibility. Discussion followed about ovens, etc.

R35

A discussion was held about a problem between rest room and foreman's office. Norris Neeley discussed complaints in the room. One problem is not sufficient current and plenty

~~crowded in that room~~. There are usually 13 or 14 ~~guys~~ in ~~the~~ the room.

Mr. McClain stated that ~~we~~ can ~~take care of the people and problem is that the people all want to eat together. We can~~ schedule ~~them~~ where it will not be crowded. Mr. McClain stated that he would take care of the circuitry problem.

~~Norris Neeley stated that we can~~ schedule ~~them~~ so they won't be ~~in there at once~~ and will solve the ~~oven~~ problem.

~~A discussion followed on circuitry and ovens~~

Bobby Sowders wants to look at lunchroom at R50. Norris Neeley will make arrangements to go with Bobby ~~Sowders~~ Sowders. Mr. McClain thinks ~~they are supposed to tear it out~~ and it is not intended to be a lunchroom.

Norris Neeley ~~stated he and Dr. Jones went up there~~ and it is a one man's thing.

6. ~~Fresh~~ Air Inlet to Restroom in Bldg. R300

Mr. Neeley stated the problem was ~~the~~ Millwright was ~~in there and got~~ gased while in the restroom. There are two fans in the wall that are primarily coming into the hallway.

Our stand on this is the man should have a respirator with him and if he smells gas, put the respirator on and get out of the area.

Dr. Jones discussed the situation where the lines from the brine tanks evaporate into the sewer. This has been closed off. Ralph Leist stated that it has not been closed off. Dr. Jones ~~answered "This is what I was told"~~.

Mr. Rose stated that Bobby Sowders and he want to go with Fred Carter and R. Leist to ~~look at~~ this situation.

~~Allen Newsome~~
Allen Newsome stated there are two possibilities:

1. Full face gas mask in the rest room
2. Closing off vent through the door

NEW BUSINESS

1. ~~Chlorine~~

F. Kasper stated we have a lot of chlorine and nothing to ~~get~~ away from it. ~~In our Production~~. ~~One man got sick.~~

Mr. Neeley stated that C. Watson ~~has come up with a~~ respirator and we will check ~~into that~~. ~~We should have something done there~~.

Ralph Leist said we have a equalization supposed to take care of tail gas. A week ago that system went out and he discussed what happened when the syseem went out.

~~Mr. Rose stated that this is one item we want to put on priority.~~

2. Fumes R35

Dr. Jones stated they have sampled regular and oxalate presses on 1-13-76 ~~with a 0.2 Mg/M³ NAOH concentration. (TLV is 2.0).~~ and on 3-16-76 the isolated presses (Hi-temp. liquor), ~~were tested with a 0.3 Mg/M³ NAOH concentration.~~

The press washers stated that they had no problem if they washed their hands and face after each press wash. One man said he got dry skin and itching on his back and shoulders from this job. While sampling, a man noticed he would drape the dirty wash hose over his shoulder while washing and believes this is his problem. Suggests he clean the hose before he starts washing.

3. Mr. McClain stated we have had dust problems on alumina unloading. We are planning to reactivate the dust collection system. Mr. McClain discussed the procedure.

Mr. McClain also informed the committee that we are just about to ~~take off on~~ inspection system. Instead of going out on detailed inspections, we are going to be primarily looking at what people are doing. Not a situation of equipment, but how the people are working--are they following safety procedures? We will probably be asking people why are ~~you~~ not wearing goggles, etc. ~~Mr. McClain and Bobby Sowders discussed this to some extent.~~

Mr. Mabry stated he hopes people ~~won't~~ get aggrivated at them if they are told when they are seen doing something unsafe.

Mr. Rose stated that we need input for other committees such as Safety Activities Committee, Rules Committee and please feel free for any input or recommendations that we can give to these committees.

The meeting was adjourned at 4:10 p.m.

R. M. ROSE

/ea

Distribution:

Mr. R. G. Kuerner
Mr. F. A. Sharkey
Mr. J. K. McClain
Mr. F. J. Mabry
Mr. W. H. Floyd
Mr. R. E. Podhora
Mr. N. W. Neeley
Dr. M. F. Jones
Mr. Bobby Sowders
Mr. Ralph Leist
Mr. T. J. Holub
Mxxxkxmxexxxxx
Mr. Lummie Peterson
Mr. Frank Kasper
Mr. Joe Resendez
Mr. Bill Hofrichter
Mr. Allen Newsome

FROM R. M. ROSE, CO-CHAIRMAN TO MEMORANDUM

SAFETY ADMINISTRATOR

March 24, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - MARCH 17, 1976

Members Present: Messrs. F. A. Sharkey, J. K. McClain, F. J. Mabry, R. M. Rose, B. Hofrichter, A. Newsome (representing C. Steele), Dr. M. F. Jones, N. W. Neeley, B. Sowders R. Leist, F. Kasper

Members Absent: Messrs. H. Floyd, T. Holub, L. Peterson, J. DeLeon, J. Resendez

The meeting was called to order by R. M. Rose at 3:05 p.m., in the upstairs conference room of building 1.

Minutes of the last meeting require the following corrections:

Page two, item 2, eighth line should read: February 18 or 19

Page one, item 1, should read: Frank Kasper instead of T. J. Holub.

After the corrections, the minutes of the last meeting were approved.

OLD BUSINESS

1. Dozers in Bldg. 15

Bill Hofrichter reported that they are trying to solve the dust problem for dozer operators by going two ways -- the 3M Unit (which has been done) and the Vortex tube. The 3M Unit has been operating since March 4 and had previously been estimated to be operating on March 17, so we are ahead of schedule. The 3M Unit has been installed and cannot say the operators like it. We have completed the drawings on the second unit (only three days behind schedule) and should be able to complete this job by April 23. Bill Hofrichter stated the 3M brand has not been doing the job and therefore, we are holding off until the Vortex tube is in operation. It is felt this is the best approach.

Discussion followed by Bill Hofrichter and J. K.McClain on how it will be operated.

Dr. Jones questioned if they will get enough air. B. Hofrichter replied that what we are trying to do is put the Caterpillar filter on, ahead of the 3M brand purifier.

Mr. Sharkey questioned what the cooling effect would be possible with the Vortex arrangement and Bill Hofrichter said it would

drop 70° from inlet temperature.

Mr. Rose stated that we meet April 21, and request the job to be complete at that time. Bill Hofrichter complied.

2. Dust Problem - Top of R-25

Mr. McClain stated that currently we do not have a dust problem. The bauxite that we are reclaiming is not dusty. He also stated that he went with Bill Butler and Clyde Douglas and looked at the Boke' and it's dry and also around the tripper he observed three basic problems where the dust was coming out and had dusty material.

1. Feed off the belt at the head of the tripper and skirting show 2" of clearance across the belt shoot. We have changed this and it will confine most of the dust coming off the transfer.

2. The bauxite discharge from the tripper shoot down into the bin. This was mentioned that we should work on that. All have been reworked on the side that we receive dry bauxite. We have made an improvement to the automatic doors that were not closing.

3. Displacement where it is not a very high volume. We had small pieces of conveyor belts cut to keep them covered. At this point, Mr. McClain feels we can expect significant improvement. We will concentrate on solving the dust at general points and will not have a severe dust problem.

It was agreed this item will be deleted from the agenda.

3. Rubber Boots for Chlor-Alkali

Mr. Mabry stated he has set up Model 11-51 and Model 11-49 boots and they are dielectric. They are in the storeroom, but would like to get safety rules finalized before we go into this program, and at that time, dispense them all at once. We will have a different procedure for people who walk through than for people who work there.

Ralph Leist questioned if they are going to be required to wear these boots and Mr. Mabry answered, "Yes". R. Leist asked if it would be a lace-up boot, and Mr. Mabry said, "No".

Mr. Mabry hopes in the next month it will be set up.

4. Prescription Glasses - Chlor-Alkali

Mr. Rose requested that Mr. Sharkey bring the committee up to date on this project.

Mr. Sharkey stated the procedure we are looking for is to replace temples with a plastic band that would go around the head. We tried some, but only three people checked them out. After personally checking the half temples, they were found to be very uncomfortable.

Mr. Sharkey stated they went back to Purchasing and found a pair of light weight plastic goggles that can be fitted with prescription lenses for support all around the eye. We have one on order, another test pair that is lighter. As soon as they come in, would like for someone in the Chlor-Alkali area to wear them. Ralph Leist volunteered to wear them.

5. Lunch Room - R30, R35, R10, R300

R30

Mr. Neeley stated that he spoke with the engineer in charge and he is in the process of putting in two wall heaters. The room does have a 1-1/2 ton air conditioner. Before next winter the room will have heating.

R10

Mr. Neeley stated the lunchroom has been used for five weeks.

R300

Mr. Rose asked Mr. Mabry to look into the problem since this is in his area of responsibility. Discussion followed about ovens.

R35

A discussion was held about a problem of not having the proper amount of space and sufficient number of ovens for the number of people who eat lunch at the same time. There are usually 13 or 14 employees in the lunchroom.

Mr. McClain stated that he can schedule the people where it will not be crowded. Mr. McClain stated that he would take care of the circuitry problem.

Bobby Sowders wants to look at lunchroom at R50. Norris Neeley will make arrangements to go with Bobby Sowders. Mr. McClain thinks the room in question is not intended to be a lunchroom.

6. Air Inlet to Restroom in Bldg. R300

Mr. Neeley stated the problem was a millwright gassed while in the restroom. There are two fans in the wall that are primarily coming into the hallway.

Allen Newsome stated there are two possiblities:

1. Full face gas mask in the restroom
2. Closing off vent through the door

Our stand on this is, the man should have a respirator with him and if he smells gas, put the respirator on and get out of the area.

Dr. Jones discussed the situation where the lines from the brine tanks evaporate into the sewer. This has been closed off. Ralph Leist stated that it has not been closed off. Dr. Jones said he was informed that it had been closed.

Mr. Rose stated that Bobby Sowders and he want to go with Fred Carter and Ralph Leist to investigate this situation.

NEW BUSINESS

1. Available Respirators at R52

F. Kasper stated we have a lot of chlorine and nothing to protect us from it.

Mr. Neeley stated that C. Watson is presently taking inventory on respirators and we will check with him about this specific area.

Ralph Leist said we have an equalization system that is supposed to take care of tail gas. A week ago that system went out and he discussed what happened when the system went out.

Mr. Mabry will check into this matter.

2. Fumes R35

Dr. Jones stated they have sampled regular and oxalate presses on January 13, 1976, and on March 16, 1976, the isolated presses. The results in each case were found to be one-tenth of the threshold limit.

The press washers stated that they had no problem if they washed their hands and face after each press wash. One man said he got dry skin and itching on his back and shoulders from this job. While sampling, a man noticed he would drape the dirty wash hose over his shoulder while washing and believes this is his problem. Suggests he clean the hose before he starts washing.

3. Miscellaneous

Mr. McClain stated we have had dust problems on alumina unloading. We are planning to reactivate the dust collection system. Mr. McClain discussed the procedure.

Mr. McClain also informed the committee that we are just about to embark on a new safety inspection system. Instead of going out on detailed inspections, we are going to be primarily looking at what people are doing. Not a situation of equipment, but how the people are working--are they following safety procedures? We will probably be asking people why are they not wearing goggles, etc.

Mr. Rose stated that we need input for other committees such as Safety Activities Committee, Rules Committee, and please feel free for any input or recommendations that we can give to these committees.

The meeting was adjourned at 4:10 p.m.

R. M. ROSE

/ml

Distribution:

Mr. R. G. Kuerner
Mr. F. A. Sharkey
Mr. J. K. McClain
Mr. F. J. Mabry
Mr. W. H. Floyd
Mr. R. E. Podhora
Mr. N. W. Neeley
Dr. M. F. Jones
Mr. Bobby Sowders
Mr. Ralph Leist
Mr. T. J. Holub
Mr. Lummie Peterson
Mr. Frank Kasper
Mr. Joe Resendez
Mr. Bill Hofrichter
Mr. Allen Newsome
Mr. J. Resendez

R.M.R
Your Copy
M.

4-5-76

Bill Hofrichter called:

The compressor Vortex tube system for the personnel system for D-8 dozer operators was installed this morning and seems to be operating-- in good shape as far as we can tell

Earlene 12:35 p.m.

FROM R. M. ROSE, CO-CHAIRMAN TO MEMORANDUM

SAFETY ADMINISTRATOR

March 24, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - MARCH 17, 1976

Members Present: Messrs. F. A. Sharkey, J. K. McClain, F. J. Mabry, R. M. Rose, B. Hofrichter, A. Newsome (representing C. Steele), Dr. M. F. Jones, N. W. Neeley, B. Sowders, R. Leist, F. Kasper

Members Absent: Messrs. H. Floyd, T. Holub, L. Peterson, J. DeLeon, J. Resendez

The meeting was called to order by R. M. Rose at 3:05 p.m., in the upstairs conference room of building 1.

Minutes of the last meeting require the following corrections:

Page two, item 2, eighth line should read: February 18 or 19

Page one, item 1, should read: Frank Kasper instead of T. J. Holub.

After the corrections, the minutes of the last meeting were approved.

OLD BUSINESS

1. Dozers in Bldg. 15

Bill Hofrichter reported that they are trying to solve the dust problem for dozer operators by going two ways -- the 3M Unit (which has been done) and the Vortex tube. The 3M Unit has been operating since March 4 and had previously been estimated to be operating on March 17, so we are ahead of schedule. The 3M Unit has been installed and cannot say the operators like it. We have completed the drawings on the second unit (only three days behind schedule) and should be able to complete this job by April 23. Bill Hofrichter stated the 3M brand has not been doing the job and therefore, we are holding off until the Vortex tub is in operation. It is felt this is the best approach.

Discussion followed by Bill Hofrichter and J. K.McClain on how it will be operated.

Dr. Jones questioned if they will get enough air. B. Hofrichter replied that what we are trying to do is put the Caterpillar filter on, ahead of the 3M brand purifier.

Mr. Sharkey questioned what the cooling effect would be possible with the Vortex arrangement and Bill Hofrichter said it would

ALCOA

drop 70° from inlet temperature.

Mr. Rose stated that we meet April 21, and request the job to be complete at that time. Bill Hofrichter complied.

2. Dust Problem - Top of R-25

Mr. McClain stated that currently we do not have a dust problem. The bauxite that we are reclaiming is not dusty. He also stated that he went with Bill Butler and Clyde Douglas and looked at the Boke' and it's dry and also around the tripper he observed three basic problems where the dust was coming out and had dusty material.

1. Feed off the belt at the head of the tripper and skirting show 2" of clearance across the belt shoot. We have changed this and it will confine most of the dust coming off the transfer.

2. The bauxite discharge from the tripper shoot down into the bin. This was mentioned that we should work on that. All have been reworked on the side that we receive dry bauxite. We have made an improvement to the automatic doors that were not closing.

3. Displacement where it is not a very high volume. We had small pieces of conveyor belts cut to keep them covered. At this point, Mr. McClain feels we can expect significant improvement. We will concentrate on solving the dust at general points and will not have a severe dust problem.

It was agreed this item will be deleted from the agenda.

3. Rubber Boots for Chlor-Alkali

Mr. Mabry stated he has set up Model 11-51 and Model 11-49 boots and they are dielectric. They are in the storeroom, but would like to get safety rules finalized before we go into this program, and at that time, dispense them all at once. We will have a different procedure for people who walk through than for people who work there.

Ralph Leist questioned if they are going to be required to wear these boots and Mr. Mabry answered, "Yes". R. Leist asked if it would be a lace-up boot, and Mr. Mabry said, "No".

Mr. Mabry hopes in the next month it will be set up.

4. Prescription Glasses - Chlor-Alkali

Mr. Rose requested that Mr. Sharkey bring the committee up to date on this project.

Mr. Sharkey stated the procedure we are looking for is to replace temples with a plastic band that would go around the head. We tried some, but only three people checked them out. After personally checking the half temples, they were found to be very uncomfortable.

Mr. Sharkey stated they went back to Purchasing and found a pair of light weight plastic goggles that can be fitted with prescription lenses for support all around the eye. We have one on order, another test pair that is lighter. As soon as they come in, would like for someone in the Chlor-Alkali area to wear them. Ralph Leist volunteered to wear them.

5. Lunch Room - R30, R35, R10, R300

R30

Mr. Neeley stated that he spoke with the engineer in charge and he is in the process of putting in two wall heaters. The room does have a 1-1/2 ton air conditioner. Before next winter the room will have heating.

R10

Mr. Neeley stated the lunchroom has been used for five weeks.

R300

Mr. Rose asked Mr. Mabry to look into the problem since this is in his area of responsibility. Discussion followed about ovens.

R35

A discussion was held about a problem of not having the proper amount of space and sufficient number of ovens for the number of people who eat lunch at the same time. There are usually 13 or 14 employees in the lunchroom.

Mr. McClain stated that he can schedule the people where it will not be crowded. Mr. McClain stated that he would take care of the circuitry problem.

Bobby Sowders wants to look at lunchroom at R50. Norris Neeley will make arrangements to go with Bobby Sowders. Mr. McClain thinks the room in question is not intended to be a lunchroom.

6. Air Inlet to Restroom in Bldg. R300

Mr. Neeley stated the problem was a millwright gassed while in the restroom. There are two fans in the wall that are primarily coming into the hallway.

Allen Newsome stated there are two possiblities:

1. Full face gas mask in the restroom
2. Closing off vent through the door

Our stand on this is, the man should have a respirator with him and if he smells gas, put the respirator on and get out of the area.

Dr. Jones discussed the situation where the lines from the brine tanks evaporate into the sewer. This has been closed off. Ralph Leist stated that it has not been closed off. Dr. Jones said he was informed that it had been closed.

Mr. Rose stated that Bobby Sowders and he want to go with Fred Carter and Ralph Leist to investigate this situation.

NEW BUSINESS

1. Available Respirators at R52

F. Kasper stated we have a lot of chlorine and nothing to protect us from it.

Mr. Neeley stated that C. Watson is presently taking inventory on respirators and we will check with him about this specific area.

Ralph Leist said we have an equalization system that is supposed to take care of tail gas. A week ago that system went out and he discussed what happened when the system went out.

Mr. Mabry will check into this matter.

2. Fumes R35

Dr. Jones stated they have sampled regular and oxalate presses on January 13, 1976, and on March 16, 1976, the isolated presses. The results in each case were found to be one-tenth of the threshold limit.

The press washers stated that they had no problem if they washed their hands and face after each press wash. One man said he got dry skin and itching on his back and shoulders from this job. While sampling, a man noticed he would drape the dirty wash hose over his shoulder while washing and believes this is his problem. Suggests he clean the hose before he starts washing.

3. Miscellaneous

Mr. McClain stated we have had dust problems on alumina unloading. We are planning to reactivate the dust collection system. Mr. McClain discussed the procedure.

Mr. McClain also informed the committee that we are just about to embark on a new safety inspection system. Instead of going out on detailed inspections, we are going to be primarily looking at what people are doing. Not a situation of equipment, but how the people are working--are they following safety procedures? We will probably be asking people why are they not wearing goggles, etc.

Mr. Rose stated that we need input for other committees such as Safety Activities Committee, Rules Committee, and please feel free for any input or recommendations that we can give to these committees.

The meeting was adjourned at 4:10 p.m.

R. M. ROSE

/ml

Distribution:

Mr. R. G. Kuerner
Mr. F. A. Sharkey
Mr. J. K. McClain
Mr. F. J. Mabry
Mr. W. H. Floyd
Mr. R. E. Podhora
Mr. N. W. Neeley
Dr. M. F. Jones
Mr. Bobby Sowders
Mr. Ralph Leist
Mr. T. J. Holub
Mr. Lummie Peterson
Mr. Frank Kasper
Mr. Joe Resendez
Mr. Bill Hofrichter
Mr. Allen Newsome
Mr. J. Resendez

3-17-76

NAOH Mist at R-35 Press Floor

Sampled Regular and Oxalate Presses on 1-13-76 with a 0.2 mg/m³ NAOH Concentration. (TLV is 2.0 On 3-16-76 the Isolated Presses (Hi-Temp. Liquor, Were Tested With a 0.3 mg/m³ NAOH Concentration.

The Press Washers stated that they had no Problems if they washed their hands and face after each Press Wash. One man said he got Dry skin and itching on his back and shoulders from this job. While sampling around this man I noticed that he would drape the dirty Wash hose over his shoulder while Washing and I believe this is his Problem. I Pointed this out to him and Suggested he clean the hose befor he starts Washing.

Leroy Wagner

R-51 Ore Loading Inspection

4/23/76
9:00 AM Bobby Sowders
Norris Nulley

Mr. Sowders has received complaints from employees on the Ore loader classification.

1) Two locations, NE & SW, where the control dampers are inaccessable. Walking an I-beam and stooping on a control panel. (In my subsequent conversation w/ W.O. Holmes, Engr. in charge, he indicates that the dampers (8) should not be adjusted at all due to the necessity of having a balanced vacuum system).

2) The vacuum hoses, with attached heads, are very heavy and hard to move around. W.O. Holmes says will write on a (2) point pully system to alleviate much of this [illegible].

3. Have lost (2) safety hats in the vacuum line creating a safety hazard. W.D. Holmes will install screens over the vacuum heads

4. Small pipes are now suspending the vacuum lines. This line appears to be too small and could cut through the soft flex hoses. W.D. Holmes will substitute a wide band-type material to help protect the hose.

Conclusion:

Mr. Sowders and I are very impressed w/ the achievements. Now made in eliminating the alumina dust problem. Dusting is minimal in the loading area and with the aforementioned complaints being corrected, should satisfy all concerned.

NW Mackey

Bob Rose

April 26, 1976

UNION'S SAFETY COMMITTEEMEN

Bobby Sowders	-	Chairman
Frank Kaspar	-	62-156
Jesse DeLeon	-	5-450
Ralph Leist	-	88-003
Ted Matecha	-	28-006
Daniel Piwetz	-	26-040
Joe Resendez	-	5-223

FROM R. M. ROSE, CO-CHAIRMAN TO MEMORANDUM

OPERATIONS SAFETY MANAGER

April 27, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - APRIL 21, 1976

Members Present: Messrs. F. A. Sharkey, W. H. Floyd, M. F. Jones, M.D., Rudy Podhora, F. Carter (representing F. J. Mabry), J. Kinder (representing J. K. McClain), Bobby Sowders, F. Kasper, L. Peterson and Ted Matocha

Members Absent: Messrs. J. K. McClain, F. J. Mabry, J. Resendez, R. Leist, J. DeLeon and N. Neeley

The meeting was called to order by R. M. Rose at 3:10 p.m. in the Upstairs Conference Room, Building 1. The minutes of the last meeting were approved.

Mr. Rose stated that we will continue having the Operations' Safety Committee meeting on the third Wednesday of each month at 3:00 p.m. and notices will be sent out one week in advance.

A new member, Ted Matocha, was introduced. He is replacing T.J. Holub.

OLD BUSINESS

1. Dozers in Bldg. 15

Mr. Rose stated that the system has been in operation for two weeks. Rudy Podhora reported that they have tested the system for air and checked for carbon monoxide and oil mist. The results show no carbon monoxide and no oil mist. Mr. Podhora reported he had written a letter to Bill Hofrichter stating the results. He also said he had recommended in the letter that we check this equipment once a month during the experimental stage to see how it operates. Also, to see how frequently we should sample the air. There are two more tests they would like to do: (1) Get Bill Hofrichter to schedule the machine to test the terminal controller and (2) sample the air inside the hood to see what the temperature of the air is. Bobby Sowders questioned if the air is cool and Rudy Podhora said "yes" and no fogging up problems. Bobby Sowders mentioned that the problem the operators were having was the fogging up was bad. Mr. Rose reported they have talked to the foremen and it seems like the operators like this hood and it is working good. He is looking for more hoods to distribute to all the operators as the machines become equipped with the compressors.

It was agreed this item be left on the agenda for a follow-up report.

~~2.~~ Dust Problem - Top of R-25

It was agreed that this item be deleted from the agenda.

3. Rubber Boots for Chlor-Alkali

Mr. Rose read Ralph Leist's safety recommendation he submitted on April 11, 1976, stating that "the Company is expecting us to wear the non-shocking green type safety shoes in our department, but so far they only have even sizes. No half sizes. A half size smaller is too little and a half size too big is hurting our feet". Ralph also stated he had talked to Johnny Palmer and Leo Wilborn. They said they would check into this.

Fred Carter reported he has talked to Le High. They told him they cannot make lace-up boots that would be electrically safe because of leakage around the lace. They wouldn't certify a boot that is lace-up. They have also talked to Halliburton, Diamond and PPG. A discussion followed on what they have found out from these companies.

Fred Carter promised to have the rubber boot manufacturer send a letter that summarizes a technical report that tells why they can't make the boot that way. Sowders, Carter and Jones discussed who wears the boots, when, etc. Fred Carter stated they are still talking to other manufacturers about the boots. There may be a possibility of wearing safety shoes with rubber overshoes that would give the same electrical protection.

4. Prescription Glasses - Chlor-Alkali

Mr. Rose reported there are two types of goggles distributed for evaluation. Fred Carter reported the pair with the chain didn't work out. We are buying some that MSA makes that fits inside the gas mask. We are going to look at them and see how they would work. We have ordered them. Bob Rose questioned the length of time in receiving them and Carter didn't know. Bob Rose questioned how they work. Fred Carter stated it is a lens that fits the gas mask which uses prescription frames without the temples. Cliff Watson reported they are plain lenses that has an attachment and you take the temple off and snap in the frame. Bob Rose stated that we will check on the progress of this next month.

5. Lunchroom - R30, R35, R10, R300

R30

Bob Rose reported we will leave this item on the agenda. He is not sure if the heater had been installed.

R10

Bob Rose reported this lunchroom has been in use.

R300

Bobby Sowders said the problem is they need a bigger oven. Fred Carter said he will take care of this.

R35

Mr. Rose stated that Mr. McClain said he would take care of this the last meeting.

It was agreed that this item be left in the minutes.

5. Air Inlet to Restroom in Bldg. R300

Dr. Jones reported the problem was an overflow pipe from the brine tanks that had discharged into a trench and this discharge carried chlorine. They have closed off the line and we feel this should take care of the chlorine releases.

It was agreed that this item be deleted from the agenda.

NEW BUSINESS

1. Available Respirators at R52

Mr. Rose reported that Norris Neeley had called Clyde Douglas. He was going to put respirators over there. As far as he knows they put them back. Frank Kasper agreed they are there.

It was agreed this item be deleted from the agenda.

2. Fumes R-35

Mr. Rose reported this was the fumes on top of presses that was reported last time by Rudy Podhora. Bobby Sowders has no more comment. They have run the test and are satisfied.

It was agreed this item be deleted from the agenda.

3. Air Contaminate Samples - Top of R45

It was noted that the results be made known to the Joint Safety Committee. John Kinder reported they are running samples today and Rudy Podhora reported the results are complete and found to be well below the threshold limit. Bobby Sowders questioned if they tested for caustic and Rudy Podhora replied, "Yes". Rudy Podhora also discussed how they ran the sample.

It was agreed to delete this item from the agenda.

4. R51 Alumina Unloading

Cliff Watson reported that R51 has West and East tracks, loading out Alumina into various sizes of cars. The East track uses the smaller car; the West track uses the larger hopper cars. In addition, the West track has the low soda airslide installed in it.

They have installed four ducts--each one of these is for dust collection. The dust is drawn up into the collection system by a 12" hose with a fitting on the end that is 2-1/2' long and 1-1/2' wide.

The flexible duct is supported from the pipe with a 1/4" rope over a pulley. The operator puts the spouts in the car, places the dust collection duct over the hold. He starts unloading alumina. It captures the dust and is extremely clean.

The problem is in the moving of the ducts. The West track has higher cars and the ducts are too long. Dwaine Holmes is going down and readjust lengths on ducts. He is going to try to get them to a satisfactory length so they will work.

Another problem is that the ropes on the ducts are too small. Some didn't have pulleys on them. They are waiting on Stores to receive them. The ones they have received are installed.

A discussion followed with Cliff Watson and Bobby Sowders on how the system works.

Rudy Podhora reported that the East track has four ducts in place. Two have hats stuck in them. Bob Rose replied that a good operating procedure would be not to start up until the ducts are in place. Bob Rose asked John Kinder to check into this and see if we can set up a procedure to shut everything off before being moved.

Mr. Rose is to go with Bobby Sowders Friday and look at the situatior

5. Computer - R300

Mr. Rose read a safety grievance from Ralph Leist. What he is concerned with is the computer failed to operate properly and couldn't get it fixed.

Fred Carter reported they spent time through the weekend chasing down all the problems. It is fixed now. Bobby Sowders said "fine".

6. Center Aisle Floor - Cell Room R300

Mr. Rose read a letter from Ralph Leist regarding the center aisle floor in the cell room. It needs prompt attention on getting it replaced. Mr. Rose said he hasn't checked on this since he just received the letter.

The meeting was adjourned at 4:15 p.m.

R. M. ROSE

/ea

Distribution:

Mr. F. A. Sharkey
Mr. W. H. Floyd
Dr. M. F. Jones
Mr. F. J. Mabry
Mr. J. K. McClain
Mr. Rudy Podhora
Mr. F. D. Carter
Mr. J. Kinder
Mr. H. Cooper
Mr. C. Watson
Mr. G. B. Scott
Mr. Bobby Sowders
Mr. F. Kasper
Mr. L. Peterson
Mr. T. Matocha
Mr. J. Resendez
Mr. R. Leist
Mr. J. DeLeon
Mr. N. Neeley
Mr. D. Piwetz

FROM R. E. PODHORA
INDUSTRIAL HYGIENE DEPT.
POINT COMFORT OPERATIONS

TO MR. R. M. ROSE
SAFETY MANAGER
POINT COMFORT OPERATIONS

cc: Dr. M. F. Jones
Mr. J. K. McClain
Mr. Hiram Cooper

April 23, 1976

CONFIDENTIAL

RE: PRECIPITATION DEPT. R-45, TOP OPERATOR
BREATHING ZONE SAMPLE FOR CAUSTIC

This is to confirm the results of R-45 sampling reported verbally at the operation's Safety & Health Committee Meeting April 21, 1976.

On April 21, 1976 a personal sampling portable pump and filter were attached to Mr. L. L. Pesek, Clock No. 69-016, to determine his exposure to caustic vapors and/or mists during his normal work schedule. The result of this four hour sample was 0.04 $\frac{mgNaOH}{M3}$ (milligrams caustic per cubic meter). This compares favorably with the 2.0 TLV for caustic.

During the four hour sampling period, Mr. Pesek filled 3½ precipitator tanks and worked in the Section No. 1 area (south end) of R-45.

Should you need further information, please advise.

R. E. Podhora

R. E. PODHORA

REP:cch

ALCOA

FROM R. M. ROSE, CO-CHAIRMAN TO MEMORANDUM

OPERATIONS SAFETY MANAGER

April 27, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - APRIL 21, 1976

Members Present: Messrs. F. A. Sharkey, W. H. Floyd, M. F. Jones, M.D., Rudy Podhora, F. Carter (representing F. J. Mabry), J. Kinder (representing J. K. McClain), Bobby Sowders, F. Kasper, L. Peterson and Ted Matocha

Members Absent: Messrs. J. K. McClain, F. J. Mabry, J. Resendez, R. Leist, J. DeLeon and N. Neeley

The meeting was called to order by R. M. Rose at 3:10 p.m. in the Upstairs Conference Room, Building 1. The minutes of the last meeting were approved.

Mr. Rose stated that we will continue having the Operations' Safety Committee meeting on the third Wednesday of each month at 3:00 p.m. and notices will be sent out one week in advance.

A new member, Ted Matocha, was introduced. He is replacing T.J. Holub.

OLD BUSINESS

1. Dozers in Bldg. 15

Mr. Rose stated that the system has been in operation for two weeks. Rudy Podhora reported that they have tested the system for air and checked for carbon monoxide and oil mist. The results show no carbon monoxide and no oil mist. Mr. Podhora reported he had written a letter to Bill Hofrichter stating the results. He also said he had recommended in the letter that we check this equipment once a month during the experimental stage to see how it operates. Also, to see how frequently we should sample the air. There are two more tests they would like to do: (1) Get Bill Hofrichter to schedule the machine to test the terminal controller and (2) sample the air inside the hood to see what the temperature of the air is. Bobby Sowders questioned if the air is cool and Rudy Podhora said "yes" and no fogging up problems. Bobby Sowders mentioned that the problem the operators were having was the fogging up was bad. Mr. Rose reported they have talked to the foremen and it seems like the operators like this hood and it is working good. He is looking for more hoods to distribute to all the operators as the machines become equipped with the compressors.

It was agreed this item be left on the agenda for a follow-up report

2. Dust Problem - Top of R-25

It was agreed that this item be deleted from the agenda.

3. Rubber Boots for Chlor-Alkali

Mr. Rose read Ralph Leist's safety recommendation he submitted on April 11, 1976, stating that "the Company is expecting us to wear the non-shocking green type safety shoes in our department, but so far they only have even sizes. No half sizes. A half size smaller is too little and a half size too big is hurting our feet". Ralph also stated he had talked to Johnny Palmer and Leo Wilborn. They said they would check into this.

Fred Carter reported he has talked to Le High. They told him they cannot make lace-up boots that would be electrically safe because of leakage around the lace. They wouldn't certify a boot that is lace-up. They have also talked to Halliburton, Diamond and PPG. A discussion followed on what they have found out from these companies.

Fred Carter promised to have the rubber boot manufacturer send a letter that summarizes a technical report that tells why they can't make the boot that way. Sowders, Carter and Jones discussed who wears the boots, when, etc. Fred Carter stated they are still talking to other manufacturers about the boots. There may be a possibility of wearing safety shoes with rubber overshoes that would give the same electrical protection.

4. Prescription Glasses - Chlor-Alkali

Mr. Rose reported there are two types of goggles distributed for evaluation. Fred Carter reported the pair with the chain didn't work out. We are buying some that MSA makes that fits inside the gas mask. We are going to look at them and see how they would work. We have ordered them. Bob Rose questioned the length of time in receiving them and Carter didn't know. Bob Rose questioned how they work. Fred Carter stated it is a lens that fits the gas mask which uses prescription frames without the temples. Cliff Watson reported they are plain lenses that has an attachment and you take the temple off and snap in the frame. Bob Rose stated that we will check on the progress of this next month.

5. Lunchroom - R30, R35, R10, R300

R30

Bob Rose reported we will leave this item on the agenda. He is not sure if the heater had been installed.

R10

Bob Rose reported this lunchroom has been in use.

R300

Bobby Sowders said the problem is they need a bigger oven. Fred Carter said he will take care of this.

R35

Mr. Rose stated that Mr. McClain said he would take care of this the last meeting.

It was agreed that this item be left in the minutes.

6. Air Inlet to Restroom in Bldg. R300

Dr. Jones reported the problem was an overflow pipe from the brine tanks that had discharged into a trench and this discharge carried chlorine. They have closed off the line and we feel this should take care of the chlorine releases.

It was agreed that this item be deleted from the agenda.

NEW BUSINESS

1. Available Respirators at R52

Mr. Rose reported that Norris Neeley had called Clyde Douglas. He was going to put respirators over there. As far as he knows they put them back. Frank Kasper agreed they are there.

It was agreed this item be deleted from the agenda.

2. Fumes R-35

Mr. Rose reported this was the fumes on top of presses that was reported last time by Rudy Podhora. Bobby Sowders has no more comment. They have run the test and are satisfied.

It was agreed this item be deleted from the agenda.

3. Air Contaminate Samples - Top of R45

It was noted that the results be made known to the Joint Safety Committee. John Kinder reported they are running samples today and Rudy Podhora reported the results are complete and found to be well below the threshold limit. Bobby Sowders questioned if they tested for caustic and Rudy Podhora replied, "Yes". Rudy Podhora also discussed how they ran the sample.

It was agreed to delete this item from the agenda.

4. R51 Alumina Unloading

Cliff Watson reported that R51 has West and East tracks, loading out Alumina into various sizes of cars. The East track uses the smaller car; the West track uses the larger hopper cars. In addition, the West track has the low soda airslide installed in it.

They have installed four ducts--each one of these is for dust collection. The dust is drawn up into the collection system by a 12" hose with a fitting on the end that is 2-1/2' long and 1-1/2' wide.

The flexible duct is supported from the pipe with a 1/4" rope over a pulley. The operator puts the spouts in the car, places the dust collection duct over the hold. He starts unloading alumina. It captures the dust and is extremely clean.

The problem is in the moving of the ducts. The West track has higher cars and the ducts are too long. Dwaine Holmes is going down and readjust lengths on ducts. He is going to try to get them to a satisfactory length so they will work.

Another problem is that the ropes on the ducts are too small. Some didn't have pulleys on them. They are waiting on Stores to receive them. The ones they have received are installed.

A discussion followed with Cliff Watson and Bobby Sowders on how the system works.

Rudy Podhora reported that the East track has four ducts in place. Two have hats stuck in them. Bob Rose replied that a good operating procedure would be not to start up until the ducts are in place. Bob Rose asked John Kinder to check into this and see if we can set up a procedure to shut everything off before being moved.

Mr. Rose is to go with Bobby Sowders Friday and look at the situatic

5. Computer - R300

Mr. Rose read a safety grievance from Ralph Leist. What he is concerned with is the computer failed to operate properly and couldn't get it fixed.

Fred Carter reported they spent time through the weekend chasing down all the problems. It is fixed now. Bobby Sowders said "fine".

6. Center Aisle Floor - Cell Room R300

Mr. Rose read a letter from Ralph Leist regarding the center aisle floor in the cell room. It needs prompt attention on getting it replaced. Mr. Rose said he hasn't checked on this since he just received the letter.

The meeting was adjourned at 4:15 p.m.

R. M. ROSE

/ea

Distribution:

Mr. F. A. Sharkey
Mr. W. H. Floyd
Dr. M. F. Jones
Mr. F. J. Mabry
Mr. J. K. McClain
Mr. Rudy Podhora
Mr. F. D. Carter
Mr. J. Kinder
Mr. H. Cooper
Mr. C. Watson
Mr. G. B. Scott
Mr. Bobby Sowders
Mr. F. Kasper
Mr. L. Peterson
Mr. T. Matocha
Mr. J. Resendez
Mr. R. Leist
Mr. J. DeLeon
Mr. N. Neeley
Mr. D. Piwetz

Deb Rose

Floors →	Pot No.	
Front	129	– Rounded blocks
"	127	– Low block
Back [redacted]	139	
Raised	" 136	

✓ Back - Space between Block Pots 74 & 75

✓ Back - Space [redacted]
Pot 82

✓ Block needs [redacted]

✓ Meter End Po[redacted]

✓ " " "
Rounded block
Curb Front 94
Blocks " 95

FROM R. M. ROSE

OPERATIONS SAFETY MANAGER

21May76

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. MC CLAIN
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. BOBBY SOWDERS
MR. FRANK KASPAR
MR. TED MATOCHA
MR. JOE RESENDEZ
MR. RALPH LEIST
MR. JESSE DE LEON
MR. DANIEL PIWETZ

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - MAY 19, 1976

Members Present: Messrs. R. M. Rose, F. A. Sharkey, W. H. Floyd, M. F. Jones, F. J. Mabry, J. K. McClain, N. W. Neeley, Bobby Sowders, Frank Kaspar, Ted Matocha, Joe Resendez, Daniel Piwetz, L. R. Wagner

Members Absent: Messrs. Ralph Leist, Jesse DeLeon

The meeting was called to order by Mr. R. M. Rose at 3:10 p.m. in the Upstairs Conference Room, Building 1. The minutes of the last meeting were approved.

OLD BUSINESS

1. Dozers in Bldg. 15

Mr. McClain stated he talked to Bill Butler on Wednesday, May 19, 1976, on what the general impression is. Mr. Butler felt that the particular concern was how the operators felt about it. His feeling is that the main concern is not visibility, but the hat is too heavy. He is going to be looking into purchasing a lighter hat. He feels he needs to operate the things for a period of time to see how it works. Mr. McClain stated that we will try to develop this into something acceptable. Bill Butler is trying to get back with 3M to purchase a lighter hat.

It was agreed this item be left on the agenda.

2. Rubber Boots for Chlor-Alkali

Mr. Mabry stated there are one or two manufacturers that may have boots available in half sizes that would suit us.

Fred Carter and Johnny Palmer are going to talk to these people

and look at their line--not Le High, but another kind of boot. Mr. Mabry stated that we are still trying to find an acceptable boot.

Bobby Sowders stated he had talked to Cliff Watson. They agreed that the boots rub blisters. Some foremen have gone to First Aid with blisters on their feet. Bobby Sowders said as long as you are trying to get a boot to fit, it is okay. Bobby Sowders mentioned that Ralph Leist showed him a list of 38 people who were not happy with the boot.

It was agreed to leave this item on the agenda.

3. Prescription Glasses - Chlor-Alkali

Mr. Mabry stated a MSA ~~face piece~~ has been ordered. It's not the same kind we had a month ago--snaps into the frame of the mask itself. We have ordered the frames and will try them when they come in.

Mr. Rose stated the status is the same except they have ordered the frames.

4. Lunchroom - R-30, R-300, R-35

R-30

Mr. Norris Neeley said he hasn't been down to see if the unit has been ordered. He will check on this.

It was agreed this item be left on the agenda.

R-300

Mr. Mabry stated they had a second roaster already supplied at R-300 which gives them two.

It was agreed this item be deleted from the agenda.

R-35

Mr. McClain stated he will get the power and another roaster. Norris Neeley and Jack McClain are to talk to Daughty Dunlap about the problem; also electrical outlet problem.

5. R-51 Alumina Unloading

Norris Neeley stated he had talked with Dwaine Holmes and he feels there may be some misunderstanding on draw line and vacuum line. Norris Neeley says that once the hose is adjusted, they stay on all the time. Bobby Sowders asked about the ducts. They don't have pulleys on them. Norris Neeley said the pulleys are on order and he didn't know if they were all in. Mr. Rose stated they have the screens on the vacuum inlet ducts. Jack McClain replied they have the screens on to keep hard hats from being pulled into the duct.

It was agreed this item be left on the agenda to check on the pulley system.

6. Computer - R-300

It was agreed this item be deleted from the agenda.

7. Center Aisle Floor - Cell Room R300

H. Floyd stated the project has gone back to Civil Engineering group to work on it.

It was agreed this item be left on the agenda.

8. Bldg. R15 & R16 Tunnels

Mr. Sowders requested we enter this in the minutes. He has reports the tunnels are still slick with mud.

NEW BUSINESS

1. Dust in R-87

Mr. Rose read a safety grievance from R. A. McBride. What he is concerned about is real fine dust. Possible solution suggested was suction fan. Also, no heating in building and cold in winter.

Mr. Mabry stated that the only dust that is generated comes from closing the bag after it has been filled and when the material is dumped at the end of the conveyor. This is not uncommon. Dr. Jones said the hygiene group will take some dust samples in this area during the bagging operation.

Mr. Mabry stated there have been unit heaters installed by the bagging station. This was done before this letter was written. Bobby Sowders replied that McBride was on leave and apparently didn't know they were installed.

2. Pour Concrete Slab for Railroad Cars, R-85

Mr. Rose read a safety grievance from Daniel Piwetz stating they need to pour cement slab or install suitable wash station for railroad cars at R-85.

Mr. Mabry stated we have been holding in the hopper an RFA for $67,000 which was submitted in Sept. 1974. The expenditure was placed "on hold" until 1977. Discussion followed by Bobby Sowders and Frank Mabry. This project will be completed during 1977. This was accepted by Bobby Sowders.

3. Water Cooler, R-15

Bobby Sowders said he has not talked to Clyde Douglas about the water cooler. Dr. Jones stated it is a common practice to have a water cooler in an established lunchroom.

H. Floyd said he will get a water cooler installed.

4. Air Lines for Cool Hats

Joe Resendez stated the air hose fittings are installed on certain pots. When a pot is removed that has an air connection installed on it, the electrode man has to use twice as much hose to drag around. Also, the present air connections on the pots are loose and hard to connect the rubber air hose to it. Many times the electrode man's fingers are pinched when trying to connect the rubber air hose to the connection.

Mr. Rose said he will look into this and report back to Bobby Sowders first.

5. Oil Leak from Spike Puller Crane (Potroom 66)

Joe Resendez said they are having a problem trying to get someone to fix an oil leak on evening and graveyards. Sometimes they call the Millwrights and often it takes them 2, 3 or 4 hours before coming down and they have to use the crane with dripping oil. No trouble with electricians.

Mr. Sharkey asked H. Floyd if he would follow up. H. Floyd agreed. He also said he would appreciate knowing what time, date and what

shift they are having trouble getting coverage.

6. Reporting to First Aid and Work Develops

Joe Resendez said when an employee comes to First Aid for treatment, is it proper for the nurse to release the patient being treated when the Potroom Foreman calls the nurse asking her to release the employee to return to the Potroom because of emergency work which has developed, providing it is not detrimental to the employees health.
If you report to First Aid with an original injury, the First Aid attendant will not release you, but if you come in to have a dressing changed or treatment from a previous injury they are likely to release the employee to report back to his department with the understanding for him to return later for treatment.

7. Hot Bolting Flanges

Mr. Sowders mentioned the concern of some of the pipefitters when asked to hot bolt flanges. Mr. Floyd read a draft he is writing on hot bolt flanges. This will be available for everyone within a short period of time.

8. Crane Replacement in Chlor-Alkali

Bobby Sowders stated it was his understanding there is going to be a meeting tomorrow 5/20/76. Daniel Piwetz stated the meeting woul be held at 12:30 p.m., 5-20-76, R-139 Conference Room.

Bobby Sowders said there is some feedback. The men were told that when they got ready to replace cranes and rails they were going to shut down Chlor-Alkali. H. Floyd said it was initially decided we would not take it out of service. Bobby Sowders replied that H. Glover says our guys are concerned about it being safe while it is in operation. H. Floyd said the meeting is to explain the safety precautions--it is an engineering function. Bobby Sowders asked if they would have an opportunity to ask questions and H. Floyd said "yes".

9. Dust Mask - Potrooms

Joe Resendez questioned how strict is the dust mask. Mr. Sharkey stated that it is our combined thinking along with the Union that we are furnishing three different types of masks to encourage people to wear masks anytime one is working on a pot. At this point, we don't have a rule that says you have to wear a mask. He is not in favor of prople wearing plain cotton masks. Bobby Sowders replied as far as a man's health, he should wear the mask. Dr. Jones said

they are in the process of studying the Potroom air.

Mr. Sharkey stated there is one item he would like to bring up. While on tour with the President, Vice-President, etc., they only saw one safety violation. They saw one guy riding on the hood of a fork truck. This needs to be solved. The rule states, "Should not ride on vehicle unless there is a seat for you", and we need your help in establishing this.

All of the Union safety representatives acknowledged and Bobby Sowders commented that they would help.

The meeting was adjourned at 4:15 p.m.

R. M. ROSE

/ea

FROM R. M. ROSE

OPERATIONS SAFETY MANAGER

24Jun76

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. MC CLAIN
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. J. I. BADGETT
MR. N. E. MYERS
MR. BOBBY SOWDERS
MR. FRANK KASPAR
MR. TED MATOCHA
MR. JOE RESENDEZ
MR. RALPH LEIST
MR. JESSE DE LEON
MR. DANIEL PIWETZ

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - JUNE 16, 1976

Members Present: Messrs. R. M. Rose, F. A. Sharkey, F. J. Mabry, J. K. McClain, N. E. Myers (representing W. H. Floyd), N. W. Neeley, Bobby Sowders, Frank Kaspar, Ted Matocha, Joe Resendez and Daniel Piwetz.

Members Absent: Messrs. M. F. Jones, Ralph Leist and Jesse DeLeon.

The meeting was called to order by Mr. R. M. Rose at 3:05 p.m. in the Upstairs Conference Room, Building 1. The minutes of the last meeting were approved.

OLD BUSINESS

1. Dozers in Bldg. 15

Mr. Rose said it was stated by Mr. McClain that they were looking for lighter hats. Mr. McClain questioned why they didn't have anymore in Stores (white cap). Mr. Rose said they are ordered and he had talked to Clyde Douglas and he was concerned that Stores were out of them. They were a Potroom stock item and the potrooms had a large inventory. Stores wanted to decrease inventory. The potroom people said they could delete them to "0" and if anyone wanted them to order some. It will take three to four days for delivery. He also said he talked to Bill Butler and Clyde Douglas Monday and at that time they were going to put an order in.

Mr. McClain said he thought they ought to be able to get someone to fabricate something lighter. Bobby Sowders said the controls locked the air. He would like to be able to adjust it. Mr. McClain said there may be some limits on it, but will look into it.

2. Rubber Boots for Chlor-Alkali

Mr. Mabry stated there are four pair of zip-up boots on order and due in June 28. Ralph Leist will get a pair to wear. Mr. Mabry passed around a picture of the type of boot that was ordered. He also showed the overshoe that we have. Mr. Mabry said he hopes this will be a better fit than the last one.

3. Prescription Glasses - Chlor-Alkali

Mr. Mabry stated he didn't think there were any problems with the glasses. The frames did come in and the prescriptions filled in them. He also said it is a MSA spectacle; not a face piece.

Mr. Rose said the fellows are satisfied. Bobby Sowders questioned if each man would have his own mask with prescription lens and Mr. Rose said "yes".

It was agreed this item be deleted from the agenda.

4. Lunchroom - R-30, R-300, R-35

R-30

Mr. Neeley stated he got with Chuck George and Gary Ashorn. Two 4,000 BTU heaters that were ordered have been lost in transit. They have been on order for three months. They have put a tracer on them. It will take 1-1/2 weeks to install them. As soon as they are received, they will be installed.

R-35

Mr. Neeley stated he and Mr. McClain went down to R-35 and took a look at the situation. Another roaster oven is being ordered which bring a total of two and feel that will be adequate. Also, the wall heater is being ordered. Gary Ashorn is taking care of it. The lunchroom has a refrigerator and is air conditioned. Mr. McClain questioned if the handles have been ordered. Mr. Neeley said 85% of water coolers are the same brand and parts in stock in Storeroom, but this is not a standard cooler. There is a work order to get it fixed.

It was agreed to leave this item on the agenda until complete.

R-300

Mr. Neeley stated he made a trip to the control room and there were 12 to 15 people eating there. He placed an order for a Classic Sears double oven.

It was agreed to delete this item from the agenda.

5. R-51 Alumina Unloading

Mr. Neeley said he got with Dwaine Holmes and he is continuing to work on this problem. The pulley is installed and there are no complaints. The hose ends have been covered and one hard hat was removed from a flue. The dust levels have been checked and looks like it is pretty well under control.

Mr. McClain said the gates are leaking and the main spillage is alumina. We are looking at two alternatives: (1) Try and repair them, and (2) Repair the slide gates where rotary valves can be enclosed. The big problem is whether we have enough head room and cost to change them out.

It was agreed to delete this item from the agenda.

6. Center Aisle Floor - Cell Room

Bobby Sowders and Mr. Rose agreed to check on this.

It was agreed to leave this item on the agenda.

7. Bldg. R15 & R16 Tunnels

Mr. McClain said he thought the contractors were due back in here this month to do further grouting. Norman Myers said this is what he understood.

It was agreed to leave this item on the agends.

7A. Dusting Problem in R15 & R16 Tunnels

Bobby Sowders said some engineer called to the Powerhouse and told the people they had put a skirt on the tripper. Mr. McClain said they have installed a slide plate off of the pan to try to stop the fall. Will have to take off these slide plates as soon as we get normal bauxite. He also stated he has been told that helped. Bobby Sowders agreed.

8. Dust in R-87

Mr. Mabry said he thought it was more of a heating problem. Bobby Sowders has looked at it and Mr. Rose was down there. He also believes they have enough heat with the unit heaters. They have moved a fan down there for summertime. Have also looked at the possibility of buying a portable fan that can be used with 110V and not move 440V in there. Bobby Sowders said the problem is no wind blowing. They primarily need something to move the air. Mr. Mabry said if you can't use the big fan, get a different one. Mr. Podhora said he had received complaints of the dust and has gone down, but not enough dust to run a test on. The bagging station itself may sometimes cause a dust problem.

9. Pour Concrete Slab for Railroad Cars, R-85

It was agreed this item be deleted and tickled until 1977.

10. Water Cooler, R-15

Mr. Rose said the water cooler has been installed.

It was agreed to delete this item from the agenda.

11. Air Lines for Cool Hats

Mr. Rose stated the bracket inspection is due June 20.

It was agreed to leave this item on the agenda.

12. Oil Leak from Spike Puller Crane (Potroom 66)

Mr. Rose stated the Maintenance people had overhauled the unit ten days prior to the last meeting. Mr. Resendez was correct. The oil had been leaking out of the coupling which had not been tightened. It has been fixed.

It was agreed to delete this item from the agenda.

13. Reporting to First Aid and Work Develops

It was agreed to delete this item from the agenda.

14. Hot Bolting Flanges

Daniel Piwetz asked if H. Floyd has given any guidelines or does he have the draft in writing. Norman Myers said he hasn't seen it.

It was agreed to leave on agenda until we get the procedure.

15. Crane Replacement in Chlor-Alkali

Daniel Piwetz said there were a few close calls, but nobody got hurt. Mr. Rose asked if they learned anything that could prevent it from occurring again. Daniel Piwetz said to put more men on the job. Norman Myers said he would tell H. Floyd about the problem.

It was agreed to delete this item from the agenda.

16. Dust Mask - Potrooms

Mr. Sharkey had stated that dust masks are not mandatory in the Potrooms. It was found in Sept. 1975 that the testing we did resulted in findings of high concentration. Subsequently, we required dust masks on certain jobs be made mandatory. There is some difficulty getting a small percentage of employees to wear said respiratory protection. Agreement was made to contact these employees to find a solution to the problem.

NEW BUSINESS

1. Paper Mask - R-10

Frank Kaspar stated that these masks are no good. Mr. McClain said he would take care of this.

2. R-45 Eye Wash

Bobby Sowders said about three or four months ago they had a job to check refrigerated cooling. Mr. McClain said he will check on this. Mr. McClain also asked if it was an immediate problem and Mr. Sowders said, "It's a problem every summer".

3. New Air Hose - Potroom

Mr. Resendez stated that the hoses are breaking. Jim Badgett said he will take care of this.

The meeting was adjourned at 4:40 p.m.

R. M. ROSE

RMR:ea

FROM R. M. ROSE

OPERATIONS SAFETY MANAGER

24Jun76

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. MC CLAIN
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. J. I. BADGETT
MR. N. E. MYERS
MR. BOBBY SOWDERS
MR. FRANK KASPAR
MR. TED MATOCHA
MR. JOE RESENDEZ
MR. RALPH LEIST
MR. JESSE DE LEON
MR. DANIEL PIWETZ

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - JUNE 16, 1976

Members Present: Messrs. R. M. Rose, F. A. Sharkey, F. J. Mabry, J. K. McClain, N. E. Myers (representing W. H. Floyd), N. W. Neeley, Bobby Sowders, Frank Kaspar, Ted Matocha, Joe Resendez and Daniel Piwetz.

Members Absent: Messrs. M. F. Jones, Ralph Leist and Jesse DeLeon.

The meeting was called to order by Mr. R. M. Rose at 3:05 p.m. in the Upstairs Conference Room, Building 1. The minutes of the last meeting were approved.

OLD BUSINESS

1. Dozers in Bldg. 15

Mr. Rose said it was stated by Mr. McClain that they were looking for lighter hats. Mr. McClain questioned why they didn't have anymore in Stores (white cap). Mr. Rose said they are ordered and he had talked to Clyde Douglas and he was concerned that Stores were out of them. They were a Potroom stock item and the potrooms had a large inventory. Stores wanted to decrease inventory. The potroom people said they could delete them to "0" and if anyone wanted them to order some. It will take three to four days for delivery. He also said he talked to Bill Butler and Clyde Douglas Monday and at that time they were going to put an order in.

Mr. McClain said he thought they ought to be able to get someone to fabricate something lighter. Bobby Sowders said the controls locked the air. He would like to be able to adjust it. Mr. McClain said there may be some limits on it, but will look into it.

2. Rubber Boots for Chlor-Alkali

Mr. Mabry stated there are four pair of zip-up boots on order and due in June 28. Ralph Leist will get a pair to wear. Mr. Mabry passed around a picture of the type of boot that was ordered. He also showed the overshoe that we have. Mr. Mabry said he hopes this will be a better fit than the last one.

Frank Mabry

Delete

3. Prescription Glasses - Chlor-Alkali

Mr. Mabry stated he didn't think there were any problems with the glasses. The frames did come in and the prescriptions filled in them. He also said it is a MSA spectacle; not a face piece.

Mr. Rose said the fellows are satisfied. Bobby Sowders questioned if each man would have his own mask with prescription lens and Mr. Rose said "yes".

It was agreed this item be deleted from the agenda.

4. Lunchroom - R-30, R-300, R-35

R-30

Mr. Neeley stated he got with Chuck George and Gary Ashorn. Two 4,000 ~~Btu~~ W heaters that were ordered have been lost in transit. They have been on order for three months. They have put a tracer on them. It will take 1-1/2 weeks to install them. As soon as they are received, they will be installed.

R-35

Mr. Neeley stated he and Mr. McClain went down to R-35 and took a look at the situation. Another roaster oven is being ordered which bring a total of two and feel that will be adequate. Also, the wall heater is being ordered. Gary Ashorn is taking care of it. The lunchroom has a refrigerator and is air conditioned. Mr. McClain questioned if the handles have been ordered. Mr. Neeley said 85% of water coolers are the same brand and parts in stock in Storeroom, but this is not a standard cooler. There is a work order to get it fixed.

It was agreed to leave this item on the agenda until complete.

R-300

Mr. Neeley stated he made a trip to the control room and there were 12 to 15 people eating there. He placed an order for a Classic Sears double oven.

It was agreed to delete this item from the agenda.

5. R-51 Alumina Unloading

Mr. Neeley said he got with Dwaine Holmes and he is continuing to work on this problem. The pulley is installed and there are no complaints. The hose ends have been covered and one hard hat was removed from a flue. The dust levels have been checked and looks like it is pretty well under control.

Mr. McClain said the gates are leaking and the main spillage is alumina. We are looking at two alternatives: (1) Try and repair them, and (2) Repair the slide gates where rotary valves can be enclosed. The big problem is whether we have enough head room and cost to change them out.

It was agreed to delete this item from the agenda.

6. Center Aisle Floor - Cell Room

Bobby Sowders and Mr. Rose agreed to check on this.

It was agreed to leave this item on the agenda.

7. Bldg. R15 & R16 Tunnels

Mr. McClain said he thought the contractors were due back in here this month to do further grouting. Norman Myers said this is what he understood.

It was agreed to leave this item on the agends.

7A. Dusting Problem in R15 & R16 Tunnels

Bobby Sowders said some engineer called to the Powerhouse and told the people they had put a skirt on the tripper. Mr. McClain said they have installed a slide plate off of the pan to try to stop the fall. Will have to take off these slide plates as soon as we get normal bauxite. He also stated he has been told that helped. Bobby Sowders agreed.

8. Dust in R-87

Mr. Mabry said he thought it was more of a heating problem. Bobby Sowders has looked at it and Mr. Rose was down there. He also believes they have enough heat with the unit heaters. They have moved a fan down there for summertime. Have also looked at the possibility of buying a portable fan that can be used with 110V and not move 440V in there. Bobby Sowders said the problem is no wind blowing. They primarily need something to move the air. Mr. Mabry said if you can't use the big fan, get a different one. Mr. Podhora said he had received complaints of the dust and has gone down, but not enough dust to run a test on. The bagging station itself may sometimes cause a dust problem.

9. Pour Concrete Slab for Railroad Cars, R-85

It was agreed this item be deleted and tickled until 1977.

10. Water Cooler, R-15

Mr. Rose said the water cooler has been installed.

It was agreed to delete this item from the agenda.

11. Air Lines for Cool Hats

Mr. Rose stated the bracket inspection is due June 20.

It was agreed to leave this item on the agenda.

12. Oil Leak from Spike Puller Crane (Potroom 66)

Mr. Rose stated the Maintenance people had overhauled the unit ten days prior to the last meeting. Mr. Resendez was correct. The oil had been leaking out of the coupling which had not been tightened. It has been fixed.

It was agreed to delete this item from the agenda.

13. Reporting to First Aid and Work Develops

It was agreed to delete this item from the agenda.

14. Hot Bolting Flanges

Daniel Piwetz asked if H. Floyd has given any guidelines or does he have the draft in writing. Norman Myers said he hasn't seen it.

It was agreed to leave on agenda until we get the procedure.

15. Crane Replacement in Chlor-Alkali

Daniel Piwetz said there were a few close calls, but nobody got hurt. Mr. Rose asked if they learned anything that could prevent it from occurring again. Daniel Piwetz said to put more men on the job. Norman Myers said he would tell H. Floyd about the problem.

It was agreed to delete this item from the agenda.

16. Dust Mask - Potrooms

Mr. Sharkey had stated that dust masks are not mandatory in the Potrooms. It was found in Sept. 1975 that the testing we did resulted in findings of high concentration. Subsequently, we required dust masks on certain jobs be made mandatory. There is some difficulty getting a small percentage of employees to wear said respiratory protection. Agreement was made to contact these employees to find a solution to the problem.

NEW BUSINESS

1. Paper Mask - R-10

Frank Kaspar stated that these masks are no good. Mr. McClain said he would take care of this.

2. R-45 Eye Wash

Bobby Sowders said about three or four months ago they had a job to check refrigerated cooling. Mr. McClain said he will check on this. Mr. McClain also asked if it was an immediate problem and Mr. Sowders said, "It's a problem every summer".

3. New Air Hose - Potroom

Mr. Resendez stated that the hoses are breaking. Jim Badgett said he will take care of this.

The meeting was adjourned at 4:40 p.m.

R. M. ROSE

RMR:ea

FROM N. W. NEELEY

SAFETY COORDINATOR

26July76

TO MR. G. B. SCOTT
MR. R. M. ROSE
MR. F. A. SHARKEY
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. MC CLAIN
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. L. F. WAGNER
MR. BOBBY SOWDERS
MR. C. C. DOUGLAS
MR. FRANK KASPAR
MR. TED MATOCHA
MR. JOE RESENDEZ
MR. RALPH LEIST
MR. JESSE DE LEON
MR. DANIEL PIWETZ

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - JULY 21, 1976

Members Present: Messrs. N. W. Neeley, F. A. Sharkey, Dr. M. F. Jones, F. J. Mabry, W. H. Floyd, Bobby Sowders, Frank Kaspar, Joe Resendez, Jesse DeLeon, J. K. McClain, Daniel Piwetz.

Members Absent: Messrs. R. M. Rose, Ted Matocha and Ralph Leist.

The meeting was called to order by Mr. N. W. Neeley at 3:05 p.m. in the Upstairs Conference Room, Building 1. The minutes of the last meeting were approved.

Mr. Neeley mentioned that last month on the 24th of June, we had two compliance officers from MESA in for a "spot" inspection on previously cited violations in the Bayer Process Departments. All items inspected were found to be in compliance and abated. Bobby Sowders was with us on the inspection. A comment which was made in the wrap-up session was the dust problem that we have in Raw Materials. It was mentioned by Mr. Baca that when he comes in September or October, he may bring the necessary meters, etc., to take readings. We realize that we all have problems with the different bauxites. Mr. Neeley asked Bobby Sowders if he had any comments and he said "no". Bobby Sowders asked if we have done any testing and Leroy Wagner said "yes". He also said samples were sent to the Tech Center, but we have not received the results. Mr. Neeley said the free silica content doesn't seem at present a major problem. Bobby Sowders also mentioned a problem in nuisance dust.

Discussion followed with Bobby Sowders, Dr. Jones and Clyde Douglas on the dust problem.

OLD BUSINESS

1. Dozers in Bldg. 15

Clyde Douglas said we are trying to get some more hats in and they should be in within one week. We have not been able to come up with a type of different hat except the White Cap. We have not had any complaints with the White Cap helmets. One man said he felt the hat was too heavy. Clyde Douglas brought sketches of the hat. White Cap lists different types of hats. Other than what we are using, we have not been able to come up with a different hat that meets the hardhat requirements. We have one dozer operator who wants it real cold. With moist air, it fogs over and cakes with bauxite. Dr. Jones asked if defogging material would help and Clyde Douglas said "no". Bobby Sowders questioned the temperature range and Clyde Douglas said he didn't know. Mr. Douglas said he has raised the volume which gives more air. Everyone seems satisfied. We have three or four using the White Caps. We intend to give each man his own hat. Some of the fellows don't want to wear the hat when we have a normal type of Dominican bauxite.

It was agreed to leave this item on the agenda.

2. Rubber Boots for Chlor-Alkali

Mr. Mabry stated that the black zip-up boots had come in and one foreman and three cell servicemen are wearing them. Mr. Mabry said he had received the complaint that the boots were too heavy, too hot and a bad fit.

Mr. Neeley said he had talked to Cliff Watson. We have to comply with the regulations and get a boot that will meet the standards for that area. He said we have comments from several of the men who are well satisfied with the green boot. Mr. Neeley said he realizes the negative comments that have come out of Chlor-Alkali.

Bobby Sowders asked if they were rubbing blisters and Mr. Mabry said he didn't know. Bobby Sowders said he was concerned with the boot rubbing blisters. Mr. Neeley said that in the event a manufacturer comes up with 1/2 sizes, we can look into it. Bobby Sowders said all boots are heavy, just as long as they don't hurt and rub blisters.

Mr. Mabry assured him that we will keep a watch for the blisters and will continue to survey the market. Dr. Jones suggested wearing heavy socks with the boots.

It was agreed to delete this item from the agenda.

3. Lunchroom - R-30, R-35, R-300

R-30

Norris Neeley said he had talked with the engineer in charge, Gary Ashorn, who said at the last meeting the heaters were lost. They had to order two more.

R-35

Mr. Neeley stated that Gary Ashorn has ordered a 3,000 watt heater for that lunchroom and he told me that this week he would get with T. S. Lewis to work out a schedule so as to have both of these lunchrooms heated before September 15. We don't want to go another year without heat.

R-300

Mr. Neeley said the oven came in and Shop Order is being routed for the necessary electrical installation.

4. Center Aisle Floor - Cell Room

Bobby Sowders said he and Mr. Rose didn't get a chance to check on this. Mr. Mabry said they have two carpenters assigned and are still after more supervision from Mechanical personnel.

It was agreed to leave this item on the agenda.

5. Bldg. R15 & R16 Tunnels

Mr. Jack McClain stated that the contractors are finished. Clyde Douglas said they had them back two times. Some leaks have developed. The contractors are gone now and suggest that we watch the leaks. We still see water at the east end of R-15, approximately 1/2" water on the floor covering two small areas. We have had a lot of rain over the past several weeks and the grouting seems to be correcting the problem.

It was agreed to leave this item on the agenda.

5A. Dusting Problem in R15 & R16 Tunnels

Mr. Neeley stated that most of this was mentioned at the opening of the meeting. We have taken dust samples and the compliance officers will be back in September or October and most likely will take samples of their own. Dr. Jones said dust samples taken recently were well within the limits, but we need more sampling

data from different bauxites.

It was agreed to leave this item on the agenda.

6. Dust in R-87

Mr. Mabry stated that a new fan is on order and hopes that it will be here this month.

It was agreed to leave this item on the agenda.

7. Air Lines for Cool Hats

It was agreed to delete this item from the agenda.

8. Hot Bolting Flanges

H. Floyd stated that the procedure is included in the new Safety Rules book, but the procedure will be sent out prior to the issuing of the Safety Rule books.

Norris Neeley stated that hopefully we will have some of the Safety Rule books out within the next few days.

9. Dust Mask - Potrooms

Mr. Sharkey had no comment. He said Jim Badgett will deal with the individuals on this matter. Leroy Wagner is to take measurements in the Potrooms on the tapping job.

It was agreed to leave this item on the agenda.

10. Paper Mask - R10

Clyde Douglas stated that they had given Frank Kaspar a different type of mask which is available as a Storeroom item. If any of the men want to use it, it will be okay. In this type of mask, you can change the filter. Frank Kaspar replied that it works good at R-53. Mr. McClain brought up the subject of dust in the ship holes. Frank Kaspar stated that sometimes the dust is so bad in the ship holes that you can't see the men working in there.

A discussion followed with Frank Kaspar, Clyde Douglas and Jack McClain on the dust problem in the ship holes and R-16 tunnel. Mr. McClain said he has talked to Clyde Douglas about the dust problem and they will work on it. Clyde Douglas said he doesn't

want his men down there working while one is on the tractor if the dust is that bad. These problems will be communicated to the Raw Materials supervision.

11. R-45 Eye Wash

Mr. McClain stated that he hasn't had the time to go down and look at the problem. He has engineering looking at it, and is proposing to solve the problem by putting in a circulation system. He also said they do not have a final design and cannot tell you when it will be installed.

It was agreed to leave this item on the agenda.

12. New Air Hose - Potroom

Joe Resendez stated this problem has been straightened out.

It was agreed to delete this item from the agenda.

NEW BUSINESS

1. R-35 Tank Farm Control Room - Lunchroom Facilities

This item will be referred to Mr. McClain and the Lunchroom Sub-Committee.

2. Bldg. 49 Smelting Plant Lunchroom

Mr. Neeley stated the Civil Maintenance Department has four recognized eating areas: Building 13 Paint Shop, Bldg. 49 Civil Maintenance office, the Garage, and a skid lunchroom put in one year ago. The complaint in Building 49 is: Room is not sealed off, not air conditioned, is dusty, and flies get in. Dr. Jones and Norris Neeley talked about this and have also talked to Bill Browne. In those areas that are recognized eating areas, we need to get into the picture to make sure that the areas are isolated so as not to create health problems. We did get a commitment from Bill Browne that before the end of this year the problem in Building 37 Garage and the problem in Bldg. 49 Civil Maintenance will be taken care of. Enclosure to be comparable with other lunchrooms throughout the plant. Discussion followed with Bobby Sowders, Dr. Jones and Norris Neeley. Bobby Sowders, Norris Neeley and Dr. Jones, lunch and restroom sub-committee members, will inspect and review the areas and make recommendations.

The meeting was adjourned at 4:35 p.m.

N. W. NEELEY

NWN:ea

FROM N. W. NEELEY

SAFETY COORDINATOR

26July76

TO MR. G. B. SCOTT
MR. R. M. ROSE
MR. F. A. SHARKEY
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. MC CLAIN
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. L. F. WAGNER
MR. BOBBY SOWDERS
MR. C. C. DOUGLAS
MR. FRANK KASPAR
MR. TED MATOCHA
MR. JOE RESENDEZ
MR. RALPH LEIST
MR. JESSE DE LEON
MR. DANIEL PIWETZ

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - JULY 21, 1976

Members Present: Messrs. N. W. Neeley, F. A. Sharkey, Dr. M. F. Jones, F. J. Mabry, W. H. Floyd, Bobby Sowders, Frank Kaspar, Joe Resendez, Jesse DeLeon, J. K. McClain Daniel Piwetz.

Members Absent: Messrs. R. M. Rose, Ted Matocha and Ralph Leist.

The meeting was called to order by Mr. N. W. Neeley at 3:05 p.m. in the Upstairs Conference Room, Building 1. The minutes of the last meeting were approved.

Mr. Neeley mentioned that last month on the 24th of June, we had two compliance officers from MESA in for a "spot" inspection on previously cited violations in the Bayer Process Departments. All items inspected were found to be in compliance and abated. Bobby Sowders was with us on the inspection. A comment which was made in the wrap-up session was the dust problem that we have in Raw Materials. It was mentioned by Mr. Baca that when he comes in September or October, he may bring the necessary meters, etc., to take readings. We realize that we all have problems with the different bauxites. Mr. Neeley asked Bobby Sowders if he had any comments and he said "no". Bobby Sowders asked if we have done any testing and Leroy Wagner said "yes". He also said samples were sent to the Tech Center, but we have not received the results. Mr. Neeley said the free silica content doesn't seem at present a major problem. Bobby Sowders also mentioned a problem in nuisance dust.

Discussion followed with Bobby Sowders, Dr. Jones and Clyde Douglas on the dust problem.

OLD BUSINESS

1. Dozers in Bldg. 15

Clyde Douglas said we are trying to get some more hats in and they should be in within one week. We have not been able to come up with a type of different hat except the White Cap. We have not had any complaints with the White Cap helmets. One man said he felt the hat was too heavy. Clyde Douglas brought sketches of the hat. White Cap lists different types of hats. Other than what we are using, we have not been able to come up with a different hat that meets the hardhat requirements. We have one dozer operator who wants it real cold. With moist air, it fogs over and cakes with bauxite. Dr. Jones asked if defogging material would help and Clyde Douglas said "no". Bobby Sowders questioned the temperature range and Clyde Douglas said he didn't know. Mr. Douglas said he has raised the volume which gives more air. Everyone seems satisfied. We have three or four using the White Caps. We intend to give each man his own hat. Some of the fellows don't want to wear the hat when we have a normal type of Dominican bauxite.

It was agreed to leave this item on the agenda.

2. Rubber Boots for Chlor-Alkali

Mr. Mabry stated that the black zip-up boots had come in and one foreman and three cell servicemen are wearing them. Mr. Mabry said he had received the complaint that the boots were too heavy, too hot and a bad fit.

Mr. Neeley said he had talked to Cliff Watson. We have to comply with the regulations and get a boot that will meet the standards for that area. He said we have comments from several of the men who are well satisfied with the green boot. Mr. Neeley said he realizes the negative comments that have come out of Chlor-Alkali.

Bobby Sowders asked if they were rubbing blisters and Mr. Mabry said he didn't know. Bobby Sowders said he was concerned with the boot rubbing blisters. Mr. Neeley said that in the event a manufacturer comes up with 1/2 sizes, we can look into it. Bobby Sowders said all boots are heavy, just as long as they don't hurt and rub blisters.

Mr. Mabry assured him that we will keep a watch for the blisters and will continue to survey the market. Dr. Jones suggested wearing heavy socks with the boots.

It was agreed to delete this item from the agenda.

3. Lunchroom - R-30, R-35, R-300

R-30

Norris Neeley said he had talked with the engineer in charge, Gary Ashorn, who said at the last meeting the heaters were lost. They had to order two more.

R-35

Mr. Neeley stated that Gary Ashorn has ordered a 3,000 watt heater for that lunchroom and he told me that this week he would get with T. S. Lewis to work out a schedule so as to have both of these lunchrooms heated before September 15. We don't want to go another year without heat.

R-300

Mr. Neeley said the oven came in and Shop Order is being routed for the necessary electrical installation.

4. Center Aisle Floor - Cell Room

Bobby Sowders said he and Mr. Rose didn't get a chance to check on this. Mr. Mabry said they have two carpenters assigned and are still after more supervision from Mechanical personnel.

It was agreed to leave this item on the agenda.

5. Bldg. R15 & R16 Tunnels

Mr. Jack McClain stated that the contractors are finished. Clyde Douglas said they had them back two times. Some leaks have developed. The contractors are gone now and suggest that we watch the leaks. We still see water at the east end of R-15, approximatel 1/2" water on the floor covering two small areas. We have had a lot of rain over the past several weeks and the grouting seems to be correcting the problem.

It was agreed to leave this item on the agenda.

5A. Dusting Problem in R15 & R16 Tunnels

Mr. Neeley stated that most of this was mentioned at the opening of the meeting. We have taken dust samples and the compliance officers will be back in September or October and most likely will take samples of their own. Dr. Jones said dust samples taken recently were well within the limits, but we need more sampling

data from different bauxites.

It was agreed to leave this item on the agenda.

6. Dust in R-87

Mr. Mabry stated that a new fan is on order and hopes that it will be here this month.

It was agreed to leave this item on the agenda.

7. Air Lines for Cool Hats

It was agreed to delete this item from the agenda.

8. Hot Bolting Flanges

H. Floyd stated that the procedure is included in the new Safety Rules book, but the procedure will be sent out prior to the issuing of the Safety Rule books.

Norris Neeley stated that hopefully we will have some of the Safety Rule books out within the next few days.

9. Dust Mask - Potrooms

Mr. Sharkey had no comment. He said Jim Badgett will deal with the individuals on this matter. Leroy Wagner is to take measurements in the Potrooms on the tapping job.

It was agreed to leave this item on the agenda.

10. Paper Mask - R10

Clyde Douglas stated that they had given Frank Kaspar a different type of mask which is available as a Storeroom item. If any of the men want to use it, it will be okay. In this type of mask, you can change the filter. Frank Kaspar replied that it works good at R-53. Mr. McClain brought up the subject of dust in the ship holes. Frank Kaspar stated that sometimes the dust is so bad in the ship holes that you can't see the men working in there.

A discussion followed with Frank Kaspar, Clyde Douglas and Jack McClain on the dust problem in the ship holes and R-16 tunnel. Mr. McClain said he has talked to Clyde Douglas about the dust problem and they will work on it. Clyde Douglas said he doesn't

want his men down there working while one is on the tractor if the dust is that bad. These problems will be communicated to the Raw Materials supervision.

11. R-45 Eye Wash

Mr. McClain stated that he hasn't had the time to go down and look at the problem. He has engineering looking at it, and is proposing to solve the problem by putting in a circulation system. He also said they do not have a final design and cannot tell you when it will be installed.

It was agreed to leave this item on the agenda.

12. New Air Hose - Potroom

Joe Resendez stated this problem has been straightened out.

It was agreed to delete this item from the agenda.

NEW BUSINESS

1. R-35 Tank Farm Control Room - Lunchroom Facilities

This item will be referred to Mr. McClain and the Lunchroom Sub-Committee.

2. Bldg. 49 Smelting Plant Lunchroom

Mr. Neeley stated the Civil Maintenance Department has four recognized eating areas: Building 13 Paint Shop, Bldg. 49 Civil Maintenance office, the Garage, and a skid lunchroom put in one year ago. The complaint in Building 49 is: Room is not sealed off, not air conditioned, is dusty, and flies get in. Dr. Jones and Norris Neeley talked about this and have also talked to Bill Browne. In those areas that are recognized eating areas, we need to get into the picture to make sure that the areas are isolated so as not to create health problems. We did get a commitment from Bill Browne that before the end of this year the problem in Building 37 Garage and the problem in Bldg. 49 Civil Maintenance will be taken care of. Enclosure to be comparable with other lunchrooms throughout the plant. Discussion followed with Bobby Sowders, Dr. Jones and Norris Neeley. Bobby Sowders, Norris Neeley and Dr. Jones, lunch and restroom sub-committee members, will inspect and review the areas and make recommendations.

The meeting was adjourned at 4:35 p.m.

N. W. NEELEY

NWN:ea

The meeting was adjourned at 4:35 p.m.

N. W. NEELEY

NWN:ea

FROM N. W. NEELEY

SAFETY COORDINATOR

26July76

TO MR. G. B. SCOTT
MR. R. M. ROSE
MR. F. A. SHARKEY
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. MC CLAIN
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. L. F. WAGNER
MR. BOBBY SOWDERS
MR. C. C. DOUGLAS
MR. FRANK KASPAR
MR. TED MATOCHA
MR. JOE RESENDEZ
MR. RALPH LEIST
MR. JESSE DE LEON
MR. DANIEL PIWETZ

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - JULY 21, 1976

Members Present: Messrs. N. W. Neeley, F. A. Sharkey, Dr. M. F. Jones, F. J. Mabry, W. H. Floyd, Bobby Sowders, Frank Kaspar, Joe Resendez, Jesse DeLeon, J. K. McClai Daniel Piwetz.

Members Absent: Messrs. R. M. Rose, Ted Matocha and Ralph Leist.

The meeting was called to order by Mr. N. W. Neeley at 3:05 p.m. in the Upstairs Conference Room, Building 1. The minutes of the last meeting were approved.

Mr. Neeley mentioned that last month on the 24th of June, we had two compliance officers from MESA in for a "spot" inspection on previously cited violations in the Bayer Process Departments. All items inspected were found to be in compliance and abated. Bobby Sowders was with us on the inspection. A comment which was made in the wrap-up session was the dust problem that we have in Raw Materials. It was mentioned by Mr. Baca that when he comes in September or October, he may bring the necessary meters, etc., to take readings. We realize that we all have problems with the different bauxites. Mr. Neeley asked Bobby Sowders if he had any comments and he said "no". Bobby Sowders asked if we have done any testing and Leroy Wagner said "yes". He also said samples were sent to the Tech Center, but we have not received the results. Mr. Neeley said the free silica content doesn't seem at present a major problem. Bobby Sowders also mentioned a problem in nuisance dust.

Discussion followed with Bobby Sowders, Dr. Jones and Clyde Douglas on the dust problem.

ALCOA

OLD BUSINESS

(1) Dozers in Bldg. 15 ✓

Clyde Douglas said we are trying to get some more hats in and they should be in within one week. We have not been able to come up with a type of different hat except the White Cap. We have not had any complaints with the White Cap helmets. One man said he felt the hat was too heavy. Clyde Douglas brought sketches of the hat. White Cap lists different types of hats. Other than what we are using, we have not been able to come up with a different hat that meets the hardhat requirements. We have one dozer operator who wants it real cold. With moist air, it fogs over and cakes with bauxite. Dr. Jones asked if defogging material would help and Clyde Douglas said "no". Bobby Sowders questioned the temperature range and Clyde Douglas said he didn't know. Mr. Douglas said he has raised the volume which gives more air. Everyone seems satisfied. We have three or four using the White Caps. We intend to give each man his own hat. Some of the fellows don't want to wear the hat when we have a normal type of Dominican bauxite.

It was agreed to leave this item on the agenda. DELETE

(2.) Rubber Boots for Chlor-Alkali

Mr. Mabry stated that the black zip-up boots had come in and one foreman and three cell servicemen are wearing them. Mr. Mabry said he had received the complaint that the boots were too heavy, too hot and a bad fit.

Mr. Neeley said he had talked to Cliff Watson. We have to comply with the regulations and get a boot that will meet the standards for that area. He said we have comments from several of the men who are well satisfied with the green boot. Mr. Neeley said he realizes the negative comments that have come out of Chlor-Alkali.

Bobby Sowders asked if they were rubbing blisters and Mr. Mabry said he didn't know. Bobby Sowders said he was concerned with the boot rubbing blisters. Mr. Neeley said that in the event a manufacturer comes up with 1/2 sizes, we can look into it. Bobby Sowders said all boots are heavy, just as long as they don't hurt and rub blisters.

Mr. Mabry assured him that we will keep a watch for the blisters and will continue to survey the market. Dr. Jones suggested wearing heavy socks with the boots.

It was agreed to delete this item from the agenda.

3. Lunchroom - R-30, R-35, R-300

R-30

Norris Neeley said he had talked with the engineer in charge, Gary Ashorn, who said at the last meeting the heaters were lost. They had to order two more. Comp date - Sept 15, 1976

R-35

Mr. Neeley stated that Gary Ashorn has ordered a 3,000 watt heater for that lunchroom and he told me that this week he would get with T. S. Lewis to work out a schedule so as to have both of these lunchrooms heated before September 15. We don't want to go another year without heat. →

R-300

Mr. Neeley said the oven came in and Shop Order is being routed for the necessary electrical installation. Comp. Sept. 20, 1976 wiring to control Rm.

4. Center Aisle Floor - Cell Room

Bobby Sowders said he and Mr. Rose didn't get a chance to check on this. Mr. Mabry said they have two carpenters assigned and are still after more supervision from Mechanical personnel.

It was agreed to leave this item on the agenda. DELETE

5. Bldg. R15 & R16 Tunnels

Mr. Jack McClain stated that the contractors are finished. Clyde Douglas said they had them back two times. Some leaks have developed. The contractors are gone now and suggest that we watch the leaks. We still see water at the east end of R-15, approximately 1/2" water on the floor covering two small areas. We have had a lot of rain over the past several weeks and the grouting seems to be correcting the problem.

It was agreed to leave this item on the agenda. DELETE

5A. Dusting Problem in R15 & R16 Tunnels

Mr. Neeley stated that most of this was mentioned at the opening of the meeting. We have taken dust samples and the compliance officers will be back in September or October and most likely will take samples of their own. Dr. Jones said dust samples taken recently were well within the limits, but we need more sampling

MESA Std's. ASK for S

data from different bauxites.

It was agreed to leave this item on the agenda.

6. Dust in R-87

Mr. Mabry stated that a new fan is on order and hopes that it will be here this month.

It was agreed to leave this item on the agenda.

7. Air Lines for Cool Hats

It was agreed to delete this item from the agenda.

8. Hot Bolting Flanges

H. Floyd stated that the procedure is included in the new Safety Rules book, but the procedure will be sent out prior to the issuing of the Safety Rule books.

Norris Neeley stated that hopefully we will have some of the Safety Rule books out within the next few days.

9. Dust Mask - Potrooms

Mr. Sharkey ~~had no comment. He~~ said Jim Badgett will deal with the individuals on this matter. Leroy Wagner is to take measurements in the Potrooms on the tapping job.

It was agreed to leave this item on the agenda.

10. Paper Mask - R10

Clyde Douglas stated that they had given Frank Kaspar a different type of mask which is available as a Storeroom item. If any of the men want to use it, it will be okay. In this type of mask, you can change the filter. Frank Kaspar replied that it works good at R-53. Mr. McClain brought up the subject of dust in the ship holes. Frank Kaspar stated that sometimes the dust is so bad in the ship holes that you can't see the men working in there.

A discussion followed with Frank Kaspar, Clyde Douglas and Jack McClain on the dust problem in the ship holes and R-16 tunnel. Mr. McClain said he has talked to Clyde Douglas about the dust problem and they will work on it. Clyde Douglas said he doesn't

want his men down there working while one is on the tractor if the dust is that bad. These problems will be communicated to the Raw Materials supervision.

11. R-45 Eye Wash

Mr. McClain stated that he hasn't had the time to go down and look at the problem. He has engineering looking at it, and is proposing to solve the problem by putting in a circulation system. He also said they do not have a final design and cannot tell you when it will be installed.

It was agreed to leave this item on the agenda.

12. New Air Hose - Potroom

Joe Resendez stated this problem has been straightened out.

It was agreed to delete this item from the agenda.

NEW BUSINESS

1. R-35 Tank Farm Control Room - Lunchroom Facilities

This item will be referred to Mr. McClain and the Lunchroom Sub-Committee.

2. Bldg. 49 Smelting Plant Lunchroom

Mr. Neeley stated the Civil Maintenance Department has four recognized eating areas: Building 13 Paint Shop, Bldg. 49 Civil Maintenance office, the Garage, and a skid lunchroom put in one year ago. The complaint in Building 49 is: Room is not sealed off, not air conditioned, is dusty, and flies get in. Dr. Jones and Norris Neeley talked about this and have also talked to Bill Browne. In those areas that are recognized eating areas, we need to get into the picture to make sure that the areas are isolated so as not to create health problems. We did get a commitment from Bill Browne that before the end of this year the problem in Building 37 Garage and the problem in Bldg. 49 Civil Maintenance will be taken care of. Enclosure to be comparable with other lunchrooms throughout the plant. Discussion followed with Bobby Sowders, Dr. Jones and Norris Neeley. Bobby Sowders, Norris Neeley and Dr. Jones, lunch and restroom sub-committee members, will inspect and review the areas and make recommendations.

ROBERT M. ROSE

TO:

8-23-76

Precip. #136 R45 —
Grading Damaged. — Ck.
Bombed. missed ~~Mon Area~~ CHICAN

Trays — overflow pipe
plugged & tank overflows.

VIC R139-R45 — welding
on overhead pipe —
Barricade tape — Barricades

ALCOA Precip. - SAFETY MEETING!

POINT COMFORT OPERATIONS

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. L. F. WAGNER
MR. B. J. SOWDERS
MR. C. C. DOUGLAS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. D. R. PIWETZ

AUGUST 26, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - AUGUST 25, 1976

PRESENT: Messrs. F. A. Sharkey, Leroy Wagner, Bobby Sowders , Dr. M. F. Jones, Frank Kaspar, Daniel Piwetz, F. J. Mabry, H. Floyd, J. K. McClain, Ted Matocha, Norris Neeley, Victor Mendoza, and the writer.

ABSENT: Messrs. Joe Resendez, Ralph Leist, and Jesse DeLeon

The meeting was called to order by Mr. R. M. Rose at 3:00 PM in the upstairs Conference Room, Building 1. The minutes of the last meeting were approved.

Mr. Rose stated that he had talked with Bobby Sowders and they had agreed that since this is a Safety Committee, he would like to bring the members up to date on Injury Frequencies. He stated that at the end of the meeting, he would present these statistics and explain what they mean. He also stated that the members input would be valuable.

Norris Neeley and Bobby Sowders conducted the last meeting of this Committee and there was some discussion about the nuisance of dust in certain areas in the Alumina Plant, primarily in the Raw Materials Department. It was agreed that this would be discussed again further on in the meeting.

OLD BUSINESS

1. Dozers in Bldg. 15

The White Cap helmets are being cooled by the use of Vortex tube. Bobby Sowders thought they worked fine - he said the guy wearing it was cool. As long as they work as good as they presently are, they are good. He didn't think we have any problem except that the men don't necessarily want to wear them. He says some of the guys say they are in the way.

Mr. McClain stated that if we were still under the jurisdiction of OSHA, in regards to Industrial Hygiene, you would be required to wear it when in the area, but under MESA, we may have an option now. At the present time, we don't have a legal restraint with regard to MESA.

ALCOA

SF-4563 (REV 11-68)

Jack McClain inquired if the men generally accepted wearing them. Bobby Sowders stated he thought it was the best thing that we have come up with as air conditioned cabs are too unsafe.

Mr. McClain stated that he understood MESA inspectors were to send us some Nuisance Dust Standards. Both Norris Neeley and Bobby Sowders stated that they had not received these.

It was agreed to delete this item from the agenda.

2. Rubber Boots for Chlor-Alkali

Bobby Sowders stated that he was of the opinion the Company is continuing to try to find boots in half sizes.

Daniel Piwetz wanted to know what was wrong with the lace-up boots handled in Stores. Bob Rose informed him that they are not electric proof boots; therefore, from a safety standpoint they did not meet the requirements.

It was agreed to delete this item for the time being and tickle it for January, 1977.

3. Lunchrooms - R-30, R-35, R-300

R-30

Heaters are to be installed in R-30 by September 15, 1976.

R-300

The completion date for electrical installation will be September 20.

Dr. Jones stated that they should have a wash-up sink or wash basin installed in the lunchroom also.

R-35

Norris Neeley stated that on August 4th, he, Dr. Jones, and Bobby Sowders went out to make a general lunchroom inspection. He stated that they came across some renewed problems in that area. He further stated that Jack McClain will take care of the problem.

Norris Neeley stated that we're going to stand pat about R-35-X-2 not to be used as a lunchroom.

4. Center Aisle Floor - Cell Room

Bobby Sowders reported that this is where a wooden beam had sunk or dropped down 4". He and Bob Rose had checked it out and repairs have been made.

This item is to be deleted from the agenda.

5. Bldg. R-15 & R-16 Tunnels

Bobby Sowders said the water leaks have been stopped and they were completely satisfied.

Delete this from the agenda.

5A. Dusting Problem in R-15 & R-16 Tunnels

Leroy Wagner reported that dust samples have been taken and were within the limits.

Dr. Jones replied that we have to sample over a period of time and also different types of bauxite. He said that we never are going to be 13 millimeters per minute - it depends upon the type of bauxite.

Frank Kaspar inquired if Rob Rose and Bobby Sowders were able to see while making a tour through the area recently. Both agreed that it was quite dusty but that they were able to see. Bob Rose said that the work had just stopped before they entered and had settled some.

Jack McClain stated that Clyde Douglas was more familiar with the problem and was trying to keep on top of it. He requested that Clyde be invited to all future meetings for input on this problem.

It was agreed that Clyde would be notified to attend the next meeting and to leave this item on the agenda.

6. Cooling in R-87

Mr. Mabry brought along a picture of the fan that had been ordered and stated that it would be shipped within 2 days. He stated that it was a portable fan and will move air. The end of September has been set for the completion date on this project; however, he felt that it would be much sooner as the fan was to be shipped from Houston.

It was decided to leave this item in the minutes.

7. Air Lines For Cool Hats - DELETED IN PREVIOUS MEETING

8. Hot Bolting Flanges

Procedures are in the new Safety Rules Booklets that have been distributed.

The item will be deleted from the minutes.

9. Dust Mask - Potrooms

Bob Rose reported that he and Bobby Sowders had a long discussion on this and we both agreed to delete this from the minutes.

10. Paper Mask - R-10

Problems have been solved. Item to be deleted from the minutes.

11. R-45 Eye Wash

Victor Mendoza gave a report on this. Status of this project is as follows: they will increase the pump capacity and have also proposed to insulate the lines that go across the precipitators. An RFA in the amount of $10,000 has been prepared and Mr. Cooper is presently preparing Page 2. The Shop Order will be written this week, the purchase

of materials is scheduled for October 15th, installation of piping should be completed by October 22nd, and insulation of the pipe by November 12th.

This item will be left on the agenda.

12. Building 49 Smelting Plant Lunchroom

All lunchroom areas mentioned in the previous minutes were inspected by Dr. Jones, Bobby Sowders, and Norris Neeley. All lunchroom facilities should be completed by January, 1977.

Delete and Tickle January, 1977.

NEW BUSINESS

1. Unsafe Condition at R-50

Bob Rose reported that he had received a report from Daniel Piwetz on 8/13/76 as follows:

"An unsafe condition exists at R-50 over the kilns. A roof extends the length of each kiln. There is scale and other debris on top of these roofs which slides each time a shower occurs, or when vibration loosens it. These roofs should be cleaned and efforts made to keep it that way."

Norris Neeley, Paz Morales and Fred Bates have discussed this problem and have recommended the following procedures to be considered:

(a) Take off a 30' section of roofing.
(b) A study to devise a SAFE procedure to mount and clean the kiln roofs.
(c) A weekly cleaning of the roofs from the walkway so as to prevent the alumina build-up.

Dan Piwetz stated that they started cleaning the roof on a schedule once before but then stopped. He also said that he had talked with Gene Sampson about this on 8/6/76.

Dan felt that the department should do something about items of this nature during regular departmental safety meetings and that he should not have to bring these items to the Operations Safety Committee.

Norris Neeley said that we will have an engineering study made before this can be done in a safe manner.

Mr. McClain asked Norris to get together with Hiram Cooper to solve this problem. It was agreed.

Management members of the committee departed and Bob Rose then explained the Injury Frequency rates to the other members.

The meeting adjourned at 4:30 PM.

R. M. ROSE

RMR:dk

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. L. F. WAGNER
MR. B. J. SOWDERS
MR. C. C. DOUGLAS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. D. R. PIWETZ

AUGUST 26, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - AUGUST 25, 1976

PRESENT: Messrs. F. A. Sharkey, Leroy Wagner, Bobby Sowders , Dr. M. F. Jones, Frank Kaspar, Daniel Piwetz, F. J. Mabry, H. Floyd, J. K. McClain, Ted Matocha, Norris Neeley, Victor Mendoza, and the writer.

ABSENT: Messrs. Joe Resendez, Ralph Leist, and Jesse DeLeon

The meeting was called to order by Mr. R. M. Rose at 3:00 PM in the upstairs Conference Room, Building 1. The minutes of the last meeting were approved.

Mr. Rose stated that he had talked with Bobby Sowders and they had agreed that since this is a Safety Committee, he would like to bring the members up to date on Injury Frequencies. He stated that at the end of the meeting, he would present these statistics and explain what they mean. He also stated that the members input would be valuable.

Norris Neeley and Bobby Sowders conducted the last meeting of this Committee and there was some discussion about the nuisance of dust in certain areas in the Alumina Plant, primarily in the Raw Materials Department. It was agreed that this would be discussed again further on in the meeting.

OLD BUSINESS

1. Dozers in Bldg. 15

The White Cap helmets are being cooled by the use of Vortex tube. Bobby Sowders thought they worked fine - he said the guy wearing it was cool. As long as they work as good as they presently are, they are good. He didn't think we have any problem except that the men don't necessarily want to wear them. He says some of the guys say they are in the way.

Mr. McClain stated that if we were still under the jurisdiction of OSHA, in regards to Industrial Hygiene, you would be required to wear it when in the area, but under MESA, we may have an option now. At the present time, we don't have a legal restraint with regard to MESA.

Jack McClain inquired if the men generally accepted wearing them. Bobby Sowders stated he thought it was the best thing that we have come up with as air conditioned cabs are too unsafe.

Mr. McClain stated that he understood MESA inspectors were to send us some Nuisance Dust Standards. Both Norris Neeley and Bobby Sowders stated that they had not received these.

It was agreed to delete this item from the agenda.

2. Rubber Boots for Chlor-Alkali

Bobby Sowders stated that he was of the opinion the Company is continuing to try to find boots in half sizes.

Daniel Piwetz wanted to know what was wrong with the lace-up boots handled in Stores. Bob Rose informed him that they are not electric proof boots; therefore, from a safety standpoint they did not meet the requirements.

It was agreed to delete this item for the time being and tickle it for January, 1977.

3. Lunchrooms - R-30, R-35, R-300

R-30

Heaters are to be installed in R-30 by September 15, 1976.

~~R-300~~

The completion date for electrical installation will be September 20.

Dr. Jones stated that they should have a wash-up sink or wash basin installed in the lunchroom also.

R-35

Norris Neeley stated that on August 4th, he, Dr. Jones, and Bobby Sowders went out to make a general lunchroom inspection. He stated that they came across some renewed problems in that area. He further stated that Jack McClain will take care of the problem.

Norris Neeley stated that we're going to stand pat about R-35-X-2 not to be used as a lunchroom.

4. Center Aisle Floor - Cell Room

Bobby Sowders reported that this is where a wooden beam had sunk or dropped down 4". He and Bob Rose had checked it out and repairs have been made.

This item is to be deleted from the agenda.

5. Bldg. R-15 & R-16 Tunnels

Bobby Sowders said the water leaks have been stopped and they were completely satisfied.

Delete this from the agenda.

~~6~~ 3. Dusting Problem in R-15 & R-16 Tunnels — DUST PROBLEMS

Leroy Wagner reported that dust samples have been taken and were within the limits.

Dr. Jones replied that we have to sample over a period of time and also different types of bauxite. He said that we never are going to be 13 millimeters per minute - it depends upon the type of bauxite.

DUST LEVELS

Frank Kaspar inquired if Rob Rose and Bobby Sowders were able to see while making a tour through the area recently. Both agreed that it was quite dusty but that they were able to see. Bob Rose said that the work had just stopped before they entered and had settled some.

Jack McClain stated that Clyde Douglas was more familiar with the problem and was trying to keep on top of it. He requested that Clyde be invited to all future meetings for input on this problem.

It was agreed that Clyde would be notified to attend the next meeting and to leave this item on the agenda.

DELETE

~~8~~ 4. Cooling in R-87

MABRY

Mr. Mabry brought along a picture of the fan that had been ordered and stated that it would be shipped within 2 days. He stated that it was a portable fan and will move air. The end of September has been set for the completion date on this project; however, he felt that it would be much sooner as the fan was to be shipped from Houston.

delete — SEC. 9/10th

It was decided to leave this item in the minutes.

7. Air Lines For Cool Hats - DELETED IN PREVIOUS MEETING ✓

8. Hot Bolting Flanges

DELETED

Procedures are in the new Safety Rules Booklets that have been distributed.

The item will be deleted from the minutes.

9. Dust Mask - Potrooms

deleted

Bob Rose reported that he and Bobby Sowders had a long discussion on this and we both agreed to delete this from the minutes.

10. Paper Mask - R-10

Problems have been solved. Item to be deleted from the minutes.

~~11~~ 5. R-45 Eye Wash

Victor Mendoza gave a report on this. Status of this project is as follows: they will increase the pump capacity and have also proposed to insulate the lines that go across the precipitators. An RFA in the amount of $10,000 has been prepared and Mr. Cooper is presently preparing Page 2. The Shop Order will be written this week, the purchase

of materials is scheduled for October 15th, installation of piping should be completed by October 22nd, and insulation of the pipe by November 12th.

This item will be left on the agenda.

(12) Building 49 Smelting Plant Lunchroom

All lunchroom areas mentioned in the previous minutes were inspected by Dr. Jones, Bobby Sowders, and Norris Neeley. All lunchroom facilities should be completed by January, 1977.

Delete and Tickle January, 1977.

NEW BUSINESS

Unsafe Condition at R-50

Bob Rose reported that he had received a report from Daniel Piwetz on 8/13/76 as follows:

"An unsafe condition exists at R-50 over the kilns. A roof extends the length of each kiln. There is scale and other debris on top of these roofs which slides each time a shower occurs, or when vibration loosens it. These roofs should be cleaned and efforts made to keep it that way."

Norris Neeley, Paz Morales and Fred Bates have discussed this problem and have recommended the following procedures to be considered:

(a) Take off a 30' section of roofing.
(b) A study to devise a SAFE procedure to mount and clean the kiln roofs.
(c) A weekly cleaning of the roofs from the walkway so as to prevent the alumina build-up.
(d) Piwetz - asked about the pressure water hose -

Dan Piwetz stated that they started cleaning the roof on a schedule once before but then stopped. He also said that he had talked with Gene Sampson about this on 8/6/76.

Dan felt that the department should do something about items of this nature during regular departmental safety meetings and that he should not have to bring these items to the Operations Safety Committee.

Norris Neeley said that we will have an engineering study made before this can be done in a safe manner.

Mr. McClain asked Norris to get together with Hiram Cooper to solve this problem. It was agreed.

Management members of the committee departed and Bob Rose then explained the Injury Frequency rates to the other members.

The meeting adjourned at 4:30 PM.

R. M. ROSE

RMR:dk

FROM R. M. ROSE

OPERATIONS SAFETY MANAGER

TO OPERATIONS SAFETY COMMITTEE

Mr. Bobby J. Sowders-Co-Chairman
Mr. F. A. Sharkey
Mr. W. H. Floyd
Mr. J. K. McClain
Dr. M. F. Jones
Mr. F. J. Mabry
Mr. Clyde Douglas
Mr. Rudy Podhora
Mr. Frank Kaspar
Mr. Jesse DeLeon
Mr. Ralph Leist
Mr. Ted Matocha
Mr. Daniel Piwetz
Mr. Joe Resendez

September 9, 1976

RE: OPERATIONS SAFETY COMMITTEE MEETING

The Operations Safety Committee will meet in the upstairs Conference room, Wednesday, September 15, 1976, at 3:00 PM.

R. M. ROSE

/dk

ALCOA

FROM R. M. ROSE
OPERATIONS SAFETY MANAGER

TO OPERATIONS SAFETY COMMITTEE

cc: Mr. Bobby Sowders - Co-Chairman
Mr. F. A. Sharkey
Mr. W. H. Floyd
Mr. J. K. McClain
Dr. M. F. Jones
Mr. F. J. Mabry
Mr. Frank Kaspar
Mr. Jesse DeLeon
Mr. Ralph Leist
Mr. Ted Matocha
Mr. Daniel Piwetz
Mr. Joe Resendez
Mr. Rudy Podhora

August 11, 1976

RE: OPERATIONS SAFETY COMMITTEE MEETING

The Operations Safety Committee will meet in the Upstairs Conference Room, Wednesday, August 18, 1976, at 3:00 PM.

R. M. ROSE

/dk

ALCOA

FROM N. W. NEELEY

SAFETY COORDINATOR

TO OPERATIONS' SAFETY COMMITTEE

cc: Mr. Bobby Sowders - Co-Chairman
Mr. F. A. Sharkey
Mr. W. H. Floyd
Mr. J. K. McClain
Mr. Rudy Podhora
Dr. M. F. Jones
Mr. F. J. Mabry
Mr. Frank Kaspar
Mr. Jesse DeLeon
Mr. Ralph Leist
Mr. Ted Matocha
Mr. Daniel Piwetz
Mr. Joe Resendez

July 14, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING

The Operations' Safety Committee will meet in the Upstairs Conference Room, Wednesday, July 21, 1976, at 3:00 p.m.

N. W. NEELEY

NWN:ea

ALCOA

FROM R. M. ROSE

OPERATIONS SAFETY MANAGER

17Jun76

TO MR. F. A. SHARKEY
MR. F. J. MABRY
DR. M. F. JONES
MR. J. K. MC CLAIN
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. BOBBY SOWDERS
MR. FRANK KASPAR
MR. TED MATOCHA
MR. JOE RESENDEZ
MR. RALPH LEIST
MR. JESSE DE LEON
MR. DANIEL PIWETZ

RE: OPERATIONS' SAFETY COMMITTEE MEETING

The Operations' Safety Committee will continue to meet the third Wednesday of each month in the Upstairs Conference Room, Building 1, at 3:00 p.m.

R. M. ROSE

RMR:ea

ALCOA

FROM R. M. ROSE - CO-CHAIRMAN

OPERATIONS SAFETY MANAGER

TO OPERATIONS' SAFETY COMMITTEE

cc: Mr. Bobby Sowders - Co-Chairman
Mr. F. A. Sharkey
Mr. W. H. Floyd
Mr. J. K. McClain
Mr. Rudy Podhora
Dr. M. F. Jones
Mr. N. W. Neeley
Mr. F. J. Mabry
Mr. Frank Kaspar
Mr. Jesse DeLeon
Mr. Ralph Leist
Mr. Ted Matocha
Mr. Daniel Piwetz
Mr. Joe Resendez

June 9, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING

The Operations' Safety Committee will meet in the Upstairs Conference Room, Wednesday, June 16, 1976, at 3:00 p.m.

R. M. ROSE

RMR:ea

ALCOA

FROM R. M. ROSE - CO-CHAIRMAN
OPERATIONS SAFETY MANAGER

TO OPERATIONS' SAFETY COMMITTEE

cc: Mr. Bobby Sowders - Co-Chairman
Mr. F. A. Sharkey
Mr. W. H. Floyd
Mr. J. K. McClain
Dr. M. F. Jones
Mr. Rudy Podhora
Mr. F. J. Mabry
Mr. Frank Kaspar
Mr. Jesse DeLeon
Mr. Ralph Leist
Mr. Ted Matocha
Mr. Daniel Piwetz
Mr. Joe Resendez
Mr. N. W. Neeley

12May76

RE: OPERATIONS' SAFETY COMMITTEE MEETING

The Operations' Safety Committee will meet in the Upstairs Conference Room, Wednesday, May 19, 1976, at 3:00 p.m.

R. M. ROSE

RMR:ea

ALCOA

FROM R. M. ROSE - CO-CHAIRMAN

OPERATIONS SAFETY MANAGER

TO OPERATIONS' SAFETY COMMITTEE

cc: Mr. Bobby Sowders - Co-Chairman
Mr. F. A. Sharkey
Mr. W. H. Floyd
Mr. J. K. McClain
Dr. M. F. Jones
Mr. Frank Kasper
Mr. Lummie Peterson
Mr. T. J. Holub
Mr. J. Resendez
Mr. Ralph Leist
Mr. F.J. Mabry
Mr. Rudy Podhora
Mr. Jessie DeLeon
H. Cooper
J. Carter

20Apr76

RE: OPERATIONS' SAFETY COMMITTEE MEETING

The Operations' Safety Committee will meet in the Upstairs Conference Room, Wednesday, April 21, 1976, at 3:00 p.m.

R. M. ROSE

RMR:ea

ALCOA

FROM R. M. ROSE - CO-CHAIRMAN
SAFETY ADMINISTRATOR

Call these people after the meeting 2/4/76.

February 3, 1976

TO OPERATIONS' SAFETY COMMITTEE

cc: Mr. Bobby Sowders - Co-Chairman
~~Mr. F. A. Shankey~~
yes ~~Mr. H. Floyd~~
yes ~~Mr. D. K. McLain~~
yes ~~Dr. M. F. Jones~~
yes ~~Mr. Buck Harper~~ C. Boughton - 2192
yes ~~Mr. Dennis Peterson~~ #10 Low-Bldg
~~Mr. T. J. Reid~~ Paints Stringham Welding
yes ~~Mr. Ralph Tolar~~
yes ~~Mr. Rudy Podhora~~
Jesse DeLeon

RE: OPERATIONS' SAFETY COMMITTEE MEETING

The Operations' Safety Committee will meet in the upstairs Conference Room, ~~Thursday~~ Wed, February ~~12~~ 11, 1976, at 3:00 p.m..

R. M. ROSE

RMR:cp

Ok ~~with~~ the mat'l

Earlene - pls ck with all recipients of this letter and ask if they can attend this meeting if we change the date to Feb. 11, 1976 — 3 PM

R

ALCOA

PHONE 987-2841

P. O. BOX 498

UNITED STEEL WORKERS OF AMERICA

A.F.L.-C.I.O.

LOCAL 4370

POINT COMFORT, TEXAS 77978

April 26, 1976

Earlene -
Pls document
then file

Mr. Bob Rose
Aluminum Company of America
Point Comfort, Texas 77978

Dear Mr. Rose:

Enclosed is an up to date list of the union's safety committee.

Thank you,

Bobby Sowders, Chairman
Safety & Health Committee
Local 4370, U.S.W.A.

BS:jc

encl:

April 26, 1976

UNION'S SAFETY COMMITTEEMEN

Bobby Sowders	-	Chairman
Frank Kaspar	-	62-156
Jesse DeLeon	-	~~5-450~~ 67-092
Ralph Leist	-	88-003
Ted Matocha	-	28-006
Daniel Piwetz	-	26-040
Joe Resendez	-	5-223

FROM R. M. ROSE

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. C. C. DOUGLAS
MR. W. L. POU
MR. R. E. PODHORA
MR. W. H. FLOYD
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. D. R. PIWETZ
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. N. W. NEELEY

file

October 14, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - SEPTEMBER 15, 1976

PRESENT: Walter Pou (for W. H. Floyd), B. J. Sowders, Clyde Douglas, Frank Kaspar, D. R. Piwetz, J. K. McClain, F. J. Mabry, Rudy Podhora, R. O. Leist, Joe Resendez, Ted Matocha, Jesse DeLeon, Norris Neeley, Dr. M. F. Jones, R. M. Rose, F. A. Sharkey

ABSENT: W. H. Floyd

The meeting was called to order by Bob Rose who welcomed Mr. R. O. Leist back.

He then asked if there were any corrections to the minutes of the last meeting. Paragraph 1, Page 2, which read as follows:

> "Jack McClain inquired if the men generally accepted wearing them (White Cap helmets). Bobby Sowders stated he though it was the best thing that we have come up with as air conditioned cabs are too unsafe."
>
> It should have read as follows:
>
> "Jack McClain inquired if the men generally accepted wearing them. Bobby Sowders stated he thought it was the best thing that we have come up with. Clyde Douglas informed him that in his opinion the air conditioned cabs are unsafe."

Also, on Page 3, No. 5-A, first paragraph which read as follows:

> "Leroy Wagner reported that dust samples have been taken and were within the limits."
>
> It should have read:

ALCOA

"Leroy Wagner reported that dust samples have been taken and that some were within the limits and some were not, depending on the type of bauxite, wind conditions, and operating practices of individuals.

OLD BUSINESS

1. Dozers in Bldg. 15

Bobby Sowders and R. M. Rose will investigate the problem. It was agreed to leave this item on the agenda for the next meeting. Bobby Sowders said that he had found some minor thing. Clyde Douglas stated that he had talked with the "Cat" people (B. D. Holt) and they feel that it can cause some down time and excessive wear. Bobby Sowders stated that the White Cap helmets do fog up at time and suggested that we try to find some fog-free visors.

2. Rubber Boots for Chlor-Alkali

Mr. Mabry reported that we are still trying to get the boots in half sizes; that is, those that are electrically safe to wear.

Ralph Leist said that if he gets blisters on his feet, he will bring it up and raise heck.

It was agreed to tickle this item for 1/1/77.

3. Lunchrooms - R-30, R-35, R-300

R-30X - Norris Neeley contacted the engineer in charge and found that the heater lines were being installed and the project would be completed the week of September 20th.

R-300 - Mr. Mabry stated that the electrical installation has been completed. It was agreed to delete this from the agenda.

Mr. Mabry stated that they do not have the wash basin installed yet - engineering work on it is not finished but it is in "the mill:.

It was agreed to leave this paragraph in the Agenda.

R-35-X-2 and the lunch room next to the supervisor's office - Jack McClain said he had inspected it and he doesn't think they have any problem. He called Spencer Lewis and the heaters will be in prior to the next meeting or Spencer will be here to give a progress report. Instrument people are being notified. Jack McClain will

check this out. No time estimate was given but it will probably be 2 or 3 months before project is completed.

Bobby Sowders stated they need an ice box in the lunch room; however, he was informed that there was one located in the lunch-room next to the supervisor's office and readily accessible. J. K. McClain is to follow up on removing the panel and make adequate room for eating area, and give a date for completion before the next meeting.

Need to get a heater and power in the lunch room next to the supervisor's office, and that is to be done before the next meeting.

4. Dust Problems in R-15 and R-16 Tunnels

Frank Kaspar reported that the dust problems are not as bad now as they have been. Have had some problems with Jamaican bauxite but it is not giving as much trouble as it used to.

Clyde Douglas stated that he felt we were in pretty good shape now. There had been a drought in Jamaica and the bauxite coming in was very dry, thereby causing the dust problem. He stated that they had also made some changes on the pan feeders and he feels we are now "out of the woods" on this item.

Nalco is coming in next week to check on dusting problems. They are to make some recommendations.

Bobby Sowders stated that the guys have to stay down there sometimes for as long as 4 or 5 hours. He stated that he was concerned with the standards but knows we have to go along with getting the job done. However, he suggested that we have a time study made. He stated that it was still a problem and he would keep harping on it.

He stated that if the dust problem got real bad again that Rudy Podhora should be called in and have him take a sample.

Clyde Douglas stated that a man is not down there continuously and should not be exposed for more than 45 minutes. He stated that sometimes they might be running two types of bauxite at the same time.

It was agreed to delete this item from the agenda for the present.

5. Cooling in R-87

Frank Mabry reported that the fan is in and was put into service September 10th.

Item to de deleted from the agenda.

6. R-45 Eye Wash ~~Rat~~ Water

Walter Pou reported on this - he stated that they have had some problems in getting pumps; however, two pumps will be installed.

7. Unsafe Condition at R-50 - Build-up of scale on roof of kiln

J. K. McClain reported that Hiram Cooper and Paz Morales have been working on this problem but reported that they have not come up with a firm plan but have agreed this would have to be done when the weather was cooler.

Dan Piwetz inquired if a high pressure water hose could be used that would shoot right over these kilns.

Jack McClain reported that they are looking at getting scaffolding in there but stated that the job would have to be done when the kilns were down. He further stated that Hiram knows the problem exists and that he and Paz are working on it.

It was agreed to leave this item on the agenda and hopefully know what they were going to do with it by the next meeting.

NEW BUSINESS

1. Blasting in Clarification

Jesse DeLeon reported that the men are complaining about the blasting being done over there and it forms some kind of gas and makes them sick. He felt they should be issued masks during this time.

It was suggested that he get with Daughty Dunlap and request the masks and see if this problem could be resolved.

2. Mercury at R-30

Jesse DeLeon inquired if the people had done anything about the mercury. Leo Wilborn was to have it cleaned up. It was stated that they drain the mercury out once or twice a week and that they are working on the mercury fume system.

There was a discussion on the discharge of mercury at R-30.

Rudy Podhora is to follow up on the problem - one at R-30 and one at Chlor-Alkali.

The meeting was adjourned for salaried personnel and Bob Rose reviewed the serious injury record with the hourly people.

R. M. ROSE

RMR:mlp

FROM R. M. ROSE

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. C. C. DOUGLAS
MR. W. L. POU
MR. R. E. PODHORA
MR. W. H. FLOYD
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. D. R. PIWETZ
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. N. W. NEELEY

October 14, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - SEPTEMBER 15, 1976

PRESENT: Walter Pou (for W. H. Floyd), B. J. Sowders, Clyde Douglas, Frank Kaspar, D. R. Piwetz, J. K. McClain, F. J. Mabry, Rudy Podhora, R. O. Leist, Joe Resendez, Ted Matocha, Jesse DeLeon, Norris Neeley, Dr. M. F. Jones, R. M. Rose, F. A. Sharkey

ABSENT: W. H. Floyd

The meeting was called to order by Bob Rose who welcomed Mr. R. O. Leist back.

He then asked if there were any corrections to the minutes of the last meeting. Paragraph 1, Page 2, which read as follows:

> "Jack McClain inquired if the men generally accepted wearing them (White Cap helmets). Bobby Sowders stated he though it was the best thing that we have come up with as air conditioned cabs are too unsafe."
>
> It should have read as follows:
>
> "Jack McClain inquired if the men generally accepted wearing them. Bobby Sowders stated he thought it was the best thing that we have come up with. Clyde Douglas informed him that in his opinion the air conditioned cabs are unsafe."

Also, on Page 3, No. 5-A, first paragraph which read as follows:

> "Leroy Wagner reported that dust samples have been taken and were within the limits."
>
> It should have read:

"Leroy Wagner reported that dust samples have been taken and that some were within the limits and some were not, depending on the type of bauxite, wind conditions, and operating practices of individuals.

OLD BUSINESS

1. Dozers in Bldg. 15

Bobby Sowders and R. M. Rose will investigate the problem. It was agreed to leave this item on the agenda for the next meeting. Bobby Sowders said that he had found some minor thing. Clyde Douglas stated that he had talked with the "Cat" people (B. D. Holt) and they feel that it can cause some down time and excessive wear. Bobby Sowders stated that the White Cap helmets do fog up at time and suggested that we try to find some fog-free visors.

2. Rubber Boots for Chlor-Alkali

Mr. Mabry reported that we are still trying to get the boots in half sizes; that is, those that are electrically safe to wear.

Ralph Leist said that if he gets blisters on his feet, he will bring it up and raise heck.

It was agreed to tickle this item for 1/1/77.

3. Lunchrooms - R-30, R-35, R-300

R-30X - Norris Neeley contacted the engineer in charge and found that the heater lines were being installed and the project would be completed the week of September 20th.

R-300 - Mr. Mabry stated that the electrical installation has been completed. It was agreed to delete this from the agenda.

Mr. Mabry stated that they do not have the wash basin installed yet - engineering work on it is not finished but it is in "the mill:.

It was agreed to leave this paragraph in the Agenda.

R-35-X-2 and the lunch room next to the supervisor's office - Jack McClain said he had inspected it and he doesn't think they have any problem. He called Spencer Lewis and the heaters will be in prior to the next meeting or Spencer will be here to give a progress report. Instrument people are being notified. Jack McClain will

check this out. No time estimate was given but it will probably be 2 or 3 months before project is completed.

Bobby Sowders stated they need an ice box in the lunch room; however, he was informed that there was one located in the lunch-room next to the supervisor's office and readily accessible. J. K. McClain is to follow up on removing the panel and make adequate room for eating area, and give a date for completion before the next meeting.

Need to get a heater and power in the lunch room next to the supervisor's office, and that is to be done before the next meeting.

4. Dust Problems in R-15 and R-16 Tunnels

Frank Kaspar reported that the dust problems are not as bad now as they have been. Have had some problems with Jamaican bauxite but it is not giving as much trouble as it used to.

Clyde Douglas stated that he felt we were in pretty good shape now. There had been a drought in Jamaica and the bauxite coming in was very dry, thereby causing the dust problem. He stated that they had also made some changes on the pan feeders and he feels we are now "out of the woods" on this item.

Nalco is coming in next week to check on dusting problems. They are to make some recommendations.

Bobby Sowders stated that the guys have to stay down there sometimes for as long as 4 or 5 hours. He stated that he was concerned with the standards but knows we have to go along with getting the job done. However, he suggested that we have a time study made. He stated that it was still a problem and he would keep harping on it.

He stated that if the dust problem got real bad again that Rudy Podhora should be called in and have him take a sample.

Clyde Douglas stated that a man is not down there continuously and should not be exposed for more than 45 minutes. He stated that sometimes they might be running two types of bauxite at the same time.

It was agreed to delete this item from the agenda for the present.

5. Cooling in R-87

Frank Mabry reported that the fan is in and was put into service September 10th.

Item to de deleted from the agenda.

6. R-45 Eye Wash

Walter Pou reported on this - he stated that they have had some problems in getting pumps; however, two pumps will be installed.

7. Unsafe Condition at R-50 - Build-up of scale on roof of kiln

J. K. McClain reported that Hiram Cooper and Paz Morales have been working on this problem but reported that they have not come up with a firm plan but have agreed this would have to be done when the weather was cooler.

Dan Piwetz inquired if a high pressure water hose could be used that would shoot right over these kilns.

Jack McClain reported that they are looking at getting scaffolding in there but stated that the job would have to be done when the kilns were down. He further stated that Hiram knows the problem exists and that he and Paz are working on it.

It was agreed to leave this item on the agenda and hopefully know what they were going to do with it by the next meeting.

NEW BUSINESS

1. Blasting in Clarification

Jesse DeLeon reported that the men are complaining about the blasting being done over there and it forms some kind of gas and makes them sick. He felt they should be issued masks during this time.

It was suggested that he get with Daughty Dunlap and request the masks and see if this problem could be resolved.

2. Mercury at R-30

Jesse DeLeon inquired if the people had done anything about the mercury. Leo Wilborn was to have it cleaned up. It was stated that they drain the mercury out once or twice a week and that they are working on the mercury fume system.

There was a discussion on the discharge of mercury at R-30.

Rudy Podhora is to follow up on the problem - one at R-30 and one at Chlor-Alkali.

The meeting was adjourned for salaried personnel and Bob Rose reviewed the serious injury record with the hourly people.

R. M. ROSE

RMR:mlp

FROM W. HOFRICHTER

TO MR. W. H. FLOYD

cc: Mr. B. R. Butler
Mr. A. A. Rambikur/L. Onken
Mr. R. E. Podhora/L. Wagner
Mr. J. Samson
Mr. W. L. Pou
Mr. R. C. Cook - Pittsburgh

October 19, 1976

RE: WEN-DON WD-747 LIQUID DUST SUPPRESSANT TEST

Enclosed is a:

1. A sketch showing the Wen-Don test system.

2. Six (6) pictures of the test area, two taken before the run, two taken while running Wen-Don WD-747 and two taken wile running straight water.

3. Dust sampling test by L. F. Wagner of the Industrial Hygine Department.

4. Run data information taken by L. Onken of our Environmental Control Department.

Our objective was to test the Wen-Don dust suppressant in the reclaim tunnels to see if we would get a marked reduction in dust generated.

The dust sampling data and the pictures, it appears that the water is doing a better job of suppressing the dust than the Wen-Don water solution (1 to 1000).

If you check the run condition of October 8, 1976, when the Wen-Don was tested, you will note that the wind was moving west to east at 19 MPH and carrying a fair amount of dust from conveyor transfer point No. 18 to No. 12, into the test area. In addition note that on Run No. 1 the second chute ran out of bauxite and an unusual amount of dust poured out the gate as the bauxite caved in around the empty hopper.

On October 12, 1976, when straight water was run, the wind was east to west at 13 MPH, and the tunnel was clear of dust from other dump points.

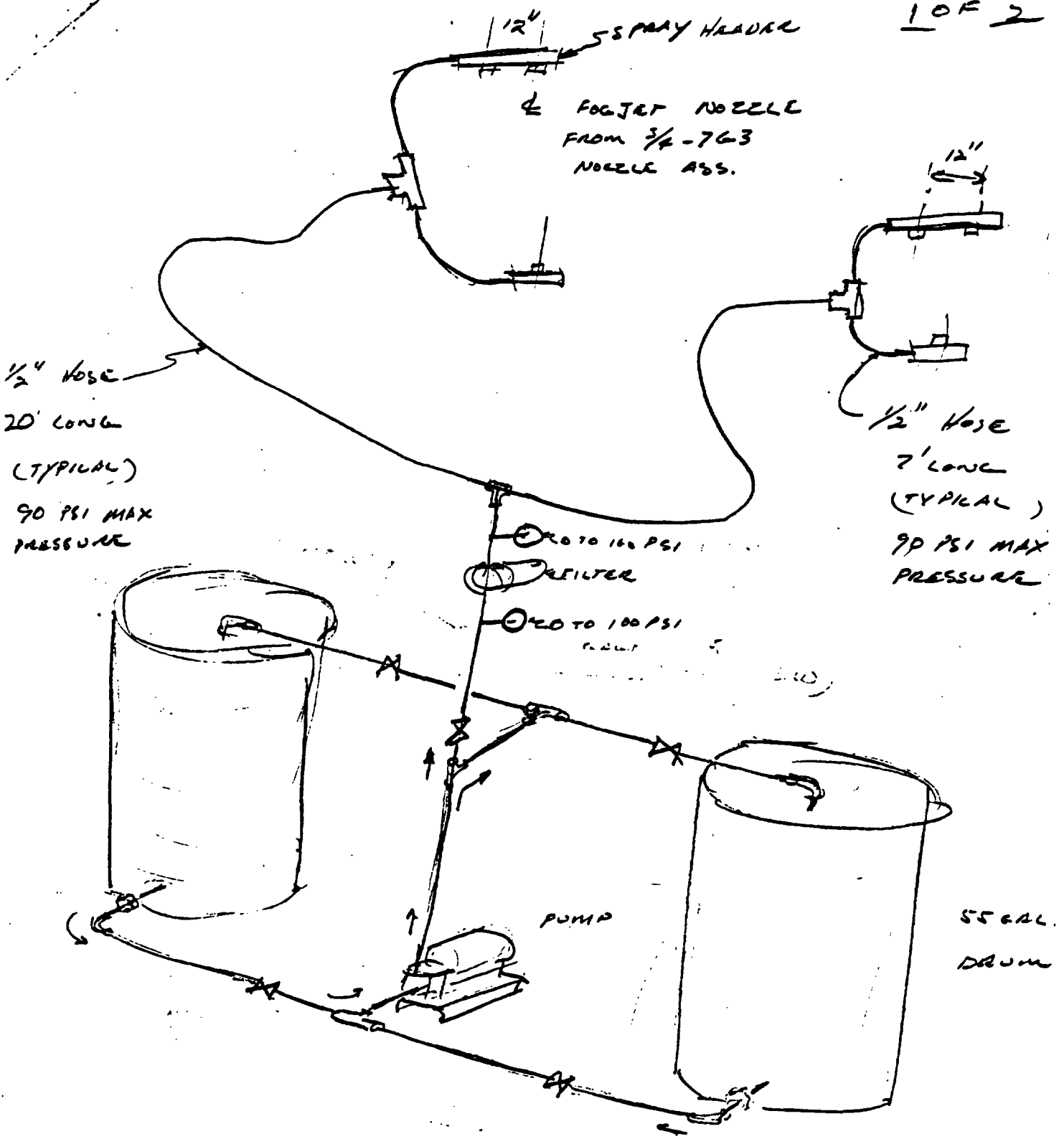
In general I would have to say that this test was inconclusive because of changing test conditions.

W. HOFRICHTER

WH:ga

Encl.

ALCOA



WEN-DON TEST SYSTEM

BACK SPRAY 0.493 GPM @ 30 PSI, 3 GPM TOTAL

W. HOFRICHTER 2759
10/5/76

POINT COMFORT WORKS

INDUSTRIAL HYGIENE REPORT

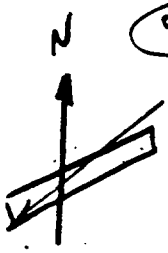
DATE 10-15-76

TYPE OF WORK Dust Sampling

LOCATION R-16 Tunnel

RESULTS AND REMARKS

Sampled on 10-7-76 Without Sprinklers.



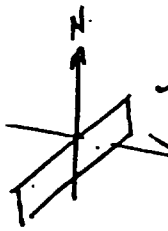
24.2 mg/m³ Total Dust. Running Time Unknown.
Wind Dir. 40° at 12 mph, Bar. Press. 30.06.

Sampled on 10-8-76 With Wen-Don in Sprinklers.



19.2 mg/m³ Total Dust. 52 Min. Total Running Time.
Wind Dir. 340° at 19 mph, Bar. Press 30.30.

Sampled on 10-12-76 With Water in Sprinklers.



8.4 mg/m³ Total Dust. 53 Min. Total Running Time.
Wind Dir. 102° at 13 mph, Bar. Press. 30.17.

Sampled on 10-13-76 Without Sprinklers.

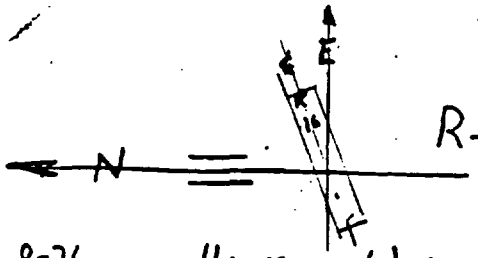


17.6 mg/m³ Total Dust. Running Time Unknown.
Wind Dir. 65° at 10 mph, Bar. Press. 30.19.

10 Mg/m³ Max Allowable Dust

BY Leroy F. Wagner

RUN DATA

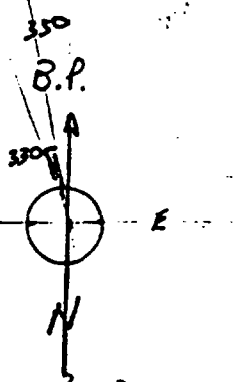


R-16 Tunnel Tests (Jim Bowe)

10-8-76 Using Wen Don Solution (416 mls to .55 gal H_2O)

17.0 % moist

Run #	Start	Stop	Time Run (min)	Wind Dir	Wind Vel	B.P.
* 1	8 33/A	8 49/A	16	330	18	
2	10 31/A	10 44/A	13	330	19	
3	12 35/P	12 50/P	15	350	20	
4	2 25/P	2 33/P	8	350	17	
	TOTAL		52 min	340°	19 mph	30.3 Avg

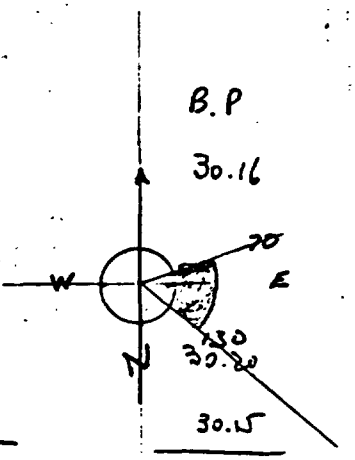


* Ran out of Boulite on second chute which created large dust cloud

15.8 % moist

10-12-76 Using H_2O

Run #	Start	Stop	Time Run (mm)	Wind Dir	Wind Vel	B.P
1	8 19/A	8 28/A	9	70	7	30.16
2	10 13/A	10 23/A	10	80	6	
3	10 26/A	10 34/A	8	110	9	
4	12 16/P	12 29/P	13	130	14	
5	2 27/P	2 40/P	13	120	15	30.5
	53 min Total			102° Avg	13 mph	30.17



The runs on 10-8-76, the Dust was moving from West to East in the tunnel, the dust from the transfer points was moving to the test area.

The runs on 10-12-76, the Dust was moving from East to West thus less dusting at the test point.

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. C. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
DR. M. F. JONES
MR. W. H. FLOYD
MR. C. C. DOUGLAS
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. D. R. PIWETZ
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON

October 29, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - OCTOBER 27, 1976

PRESENT: F. A. Sharkey, F. W. Kaspar, W. H. Floyd, R. O. Leist, F. J. Mabry, Joe Resendez, J. K. McClain, B. J. Sowders, Dr. M. F. Jones, D. R. Piwetz, R. E. Podhora, T. J. Matocha, N. W. Neeley, J. D. DeLeon, R. M. Rose.

ABSENT: C. C. Douglas (Vacation)

The meeting was opened by the writer who ask if there were any corrections to the last minutes. There were no corrections.

OLD BUSINESS

1. Dozers in Bldg. 15

Bob Rose informed the Committee that we have contacted the optical companies and also the manufacturers of the White Cap helmets about the fogging problem but no one has the fog-free visors. Bobby Sowders stated that they did not want the White Cap helmets taken away even though they did fog up. Bob Rose assured the Committee that we would continue to look for some kind of fog-free visors.

Fog spray received from VALLEN Corp.

2. Lunchrooms - R-30, R-35, R-300

R-30-X and R-35

Norris Neeley reported that he had checked these lunchrooms and they have been updated and are in good shape. This item will be deleted from the agenda.

Delete

R-35X

Jack McClain informed the group that they were in the process of removing some of the control panels to make more room and that the Instrument group are relocating them. → B.S. →

R-300

Frank Mabry reported on the progress here. He stated the wash basin has been hooked up except for the mercury trap.

Delete

It was agreed to leave the last two items on the agenda.

ALCOA

SF-4563

3. R-45 Eye Wash Station

The ground work has been laid and they are on schedule. H. Floyd stated that they are still counting on mid-November for completion of this project.

4. Build-up of Scale on Roof of Kiln at R-50

Jack McClain reported that most of this problem has been taken care of. Dan Piwetz reported that work had been done on only one kiln. Jack McClain is to check into this problem. Bob Rose and Bobby Sowders will also look into this situation next week.

It was agreed to leave this item on the agenda.

5. Blasting in Clarification

Bob Rose asked Jesse DeLeon if he had gotten with Daughty Dunlap to correct this problem. Jesse stated that he had not but thought that perhaps Wesley Stanley had. Jesse reported that he had not received any more complaints from employees so he assumed that the problem was corrected.

Bob Rose requested that Jesse get with Daughty and check the situation out and report his findings to Bobby Sowders.

6. Mercury at R-30

Rudy Podhora gave a report on this. He stated that he had gotten Al Rambikur involved and Al had met with the Refining Management. He stated that they have not been able to determine where the mercury came from. Mr. Podhora said they have received analysis reports of caustic that is added to the liquor system but have not received analysis on some samples taken from other streams. If any mercury shows up again, Al will be notified. Dan Piwetz and Rudy Podhora are to follow up on this problem.

7. Mercury at Chlor-Alkali

Ralph Leist asked where they were going to catch the mercury coming from the No. 2 Hydrogen compressor. Rudy Podhora stated that there is a valve at the knock-out tank and it is felt they can drain it more often. Equipment to deflect and collect mercury blown from the knock-out tank is to be installed.

NEW BUSINESS

1. Lighting in R-146

Bob Rose stated that he and Bobby Sowders had made some inspections and found the lighting very poor in this building; however, he reported that this situation had been reported and had been corrected.

This item is to be deleted from the agenda.

2. Heating in R-146

It was reported that plans have been made to install a thermostat that will be in direct line with the blower which will regulate the blower more accurately.

3. Lights over R-45

Bob Rose stated that this was definitely a bad situation but that he had discussed this with Hiram Cooper and he will followup to get the problem corrected.

4. No Janitor Service at R-30-X

During their recent inspection, Bob and Bobby found the custodial situation in this lunchroom in very bad shape. It was discovered that the Building Custodian was unaware that this had been made into a lunchroom and, consequently, no janitor had been assigned to clean up the area. Bob Rose suggested that Dr. Jones and Norris Neeley look into this matter. Norris stated that he had checked with Gerry Viets and there had been some rearrangements made. delete

5. Broken Concrete Blocks in Smelting.

Joe Resendez stated that no caution signs had been put up while repairing these broken blocks in the short end of Room 72, Pot 95 in Line 5. He stated that he had called this to the attention of Ken Dolezal and Dick Alexander. was corrected

6. Safety Rule Book

Mr. Sharkey related that the Rules Committee are ready to go about a complete new Safety Rules Book and that it should be out probably next week. He further related that there probably would be some conflict in the interpretation of some of the rules and said that the Safety Rules Committee should be consulted on this. He advised the Committee that any member who wishes clarification should refer the item to Bobby Sowders. He further informed them that any employee of the Safety Department or himself would be happy to supply this information to the Rules Committee.

Mr. Rose reviewed the Weekly Injury Record for the week ending 10/26/76. He informed the Committee that the Disabling Injury Frequency rate now stood at 2.2 with the objective rate being 2.0. So far this year we have had six (6) disabling injuries. Hours recorded since the last Disabling Injury were 564,000. Our cumulative number of serious injuries now stands at 60 with the Serious Injury Frequency rate being 22.49. The Serious Injury Frequency objective rate is 79.5. So far this year, 2,667,937 hours have been worked.

In connection with this report, he also reviewed the last two serious injuries: Electrode Servicer, Potrooms Crew I, who received a laceration and fracture to his right middle finger on 10/24/76; and Digester Operator, Digestion Department, who received a caustic burn to the right cornea of his eye on 10/26/76.

Bob Rose stated that he would like to commend this Committee in that he felt they have been very effective; and, in his opinion, have accomplished much. He thanked everyone for their cooperation and input.

The meeting adjourned at 3:45 PM.

R. M. ROSE/DOTTY KOLODZEY

dk

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
DR. M. F. JONES
MR. W. H. FLOYD
MR. C. C. DOUGLAS
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. D. R. PIWETZ
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON

October 29, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - OCTOBER 27, 1976

PRESENT: F. A. Sharkey, F. W. Kaspar, W. H. Floyd, R. O. Leist, F. J. Mabry, Joe Resendez, J. K. McClain, B. J. Sowders, Dr. M. F. Jones, D. R. Piwetz, R. E. Podhora, T. J. Matocha, N. W. Neeley, J. D. DeLeon, R. M. Rose.

ABSENT: C. C. Douglas (Vacation)

The meeting was opened by the writer who ask if there were any corrections to the last minutes. There were no corrections.

OLD BUSINESS

1. Dozers in Bldg. 15

Bob Rose informed the Committee that we have contacted the optical companies and also the manufacturers of the White Cap helmets about the fogging problem but no one has the fog-free visors. Bobby Sowders stated that they did not want the White Cap helmets taken away even though they did fog up. Bob Rose assured the Committee that we would continue to look for some kind of fog-free visors.

2. Lunchrooms - R-30, R-35, R-300

R-30-X and R-35

Norris Neeley reported that he had checked these lunchrooms and they have been updated and are in good shape. This item will be deleted from the agenda.

R-35X

Jack McClain informed the group that they were in the process of removing some of the control panels to make more room and that the Instrument group are relocating them.

R-300

Frank Mabry reported on the progress here. He stated the wash basin has been hooked up except for the mercury trap.

It was agreed to leave the last two items on the agenda.

ALCOA

SF 1563 (REV 11-64)

3. R-45 Eye Wash Station

The ground work has been laid and they are on schedule. H. Floyd stated that they are still counting on mid-November for completion of this project.

4. Build-up of Scale on Roof of Kiln at R-50

Jack McClain reported that most of this problem has been taken care of. Dan Piwetz reported that work had been done on only one kiln. Jack McClain is to check into this problem. Bob Rose and Bobby Sowders will also look into this situation next week.

It was agreed to leave this item on the agenda.

5. Blasting in Clarification

Bob Rose asked Jesse DeLeon if he had gotten with Daughty Dunlap to correct this problem. Jesse stated that he had not but thought that perhaps Wesley Stanley had. Jesse reported that he had not received any more complaints from employees so he assumed that the problem was corrected.

Bob Rose requested that Jesse get with Daughty and check the situation out and report his findings to Bobby Sowders.

6. Mercury at R-30

Rudy Podhora gave a report on this. He stated that he had gotten Al Rambikur involved and Al had met with the Refining Management. He stated that they have not been able to determine where the mercury came from. Mr. Podhora said they have received analysis reports of caustic that is added to the liquor system but have not received analysis on some samples taken from other streams. If any mercury shows up again, Al will be notified. Dan Piwetz and Rudy Podhora are to follow up on this problem.

7. Mercury at Chlor-Alkali

Ralph Leist asked where they were going to catch the mercury coming from the No. 2 Hydrogen compressor. Rudy Podhora stated that there is a valve at the knock-out tank and it is felt they can drain it more often. Equipment to deflect and collect mercury blown from the knock-out tank is to be installed.

NEW BUSINESS

1. Lighting in R-146

Bob Rose stated that he and Bobby Sowders had made some inspections and found the lighting very poor in this building; however, he reported that this situation had been reported and had been corrected.

This item is to be deleted from the agenda.

2. Heating in R-146

It was reported that plans have been made to install a thermostat that will be in direct line with the blower which will regulate the blower more accurately.

3. Lights over R-45

Bob Rose stated that this was definitely a bad situation but that he had discussed this with Hiram Cooper and he will followup to get the problem corrected.

4. No Janitor Service at R-30-X

During their recent inspection, Bob and Bobby found the custodial situation in this lunchroom in very bad shape. It was discovered that the Building Custodian was unaware that this had been made into a lunchroom and, consequently, no janitor had been assigned to clean up the area. Bob Rose suggested that Dr. Jones and Norris Neeley look into this matter. Norris stated that he had checked with Gerry Viets and there had been some rearrangements made.

5. Broken Concrete Blocks in Smelting.

Joe Resendez stated that no caution signs had been put up while repairing these broken blocks in the short end of Room 72, Pot 95 in Line 5. He stated that he had called this to the attention of Ken Dolezal and Dick Alexander.

6. Safety Rule Book

Mr. Sharkey related that the Rules Committee are ready to go about a complete new Safety Rules Book and that it should be out probably next week. He further related that there probably would be some conflict in the interpretation of some of the rules and said that the Safety Rules Committee should be consulted on this. He advised the Committee that any member who wishes clarification should refer the item to Bobby Sowders. He further informed them that any employee of the Safety Department or himself would be happy to supply this information to the Rules Committee.

Mr. Rose reviewed the Weekly Injury Record for the week ending 10/26/76. He informed the Committee that the Disabling Injury Frequency rate now stood at 2.2 with the objective rate being 2.0. So far this year we have had six (6) disabling injuries. Hours recorded since the last Disabling Injury were 564,000. Our cumulative number of serious injuries now stands at 60 with the Serious Injury Frequency rate being 22.49. The Serious Injury Frequency objective rate is 79.5. So far this year, 2,667,937 hours have been worked.

In connection with this report, he also reviewed the last two serious injuries: Electrode Servicer, Potrooms Crew I, who received a laceration and fracture to his right middle finger on 10/24/76; and Digester Operator, Digestion Department, who received a caustic burn to the right cornea of his eye on 10/26/76.

Bob Rose stated that he would like to commend this Committee in that he felt they have been very effective; and, in his opinion, have accomplished much. He thanked everyone for their cooperation and input.

The meeting adjourned at 3:45 PM.

R. M. ROSE/DOTTY KOLODZEY

dk

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
DR. M. F. JONES
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. D. R. PIWETZ
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. RUSSELL PRUITT

Per file

November 29, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - NOVEMBER 17, 1976

PRESENT: G. B. Scott, J. D. DeLeon, F. A. Sharkey, W. B. Gayle, F. J. Mabry, T. J. Matocha, N. W. Neeley, Joe Resendez, J. K. McClain, D. R. Piwetz, H. Floyd, F. W. Kaspar, R. E. Podhora, B. J. Sowders, Russell Pruitt, R. M. Rose

ABSENT: C. C. Douglas and R. O. Leist

Mr. Rose called the meeting to order by inquiring if there were any corrections to the last minutes. The minutes were approved. He then introduced Mr. G. B. Scott, Operations Manager.

Mr. Scott stated that he had heard a lot of good things about the Committee and he feels that it is an essential part of our Safety Program, and that Management has made a strong commitment to our safety program. So far we have succeeded in bringing the Serious Injury Frequency Rate down from last year. He reported that we don't have a safety target set for next year but that we will, and wanted to assure the members of this Committee he was behind them. He stated that through their efforts and those of Bob Rose, a lot of problems between the Company and Labor have been solved.

Bob Rose brought up the subject of the Safety Activities Committee (SAC) and some of the problems we are encountering with this committee. He stated that the SAC committee was not as active as it should be and that they do not have the attendance that this (Operations Safety Committee) has. He reported that he had talked to Bobby Sowders about this and would like to toss it out on the table as to how we could get the SAC group going.

Dr. Jones asked Mr. Rose to tell the group what the SAC organization did. Mr. Rose then explained who was on the Committee and the main function of the committee is basically for the promotion of safety. He suggested that perhaps this committee could possibly make some recommendations for some things that the SAC committee could do, or perhaps merge the responsibilities of this with the Operations Safety Committee in order for it to be more effective.

Bobby Sowders stated that both committees were for the promotion of safety.

Frank Kaspar said he felt that to change the attitude in a positive way, we should get everybody involved and enforce the rules for everyone, not just Alcoa members, but the various contractors as well.

Mr. Scott replied that we have called up the management of the contractors and told them that we would not have them in the Plant again if they did not follow our safety rules, but it is still a problem getting them enforced. He advised that any time anyone saw someone else, regardless of who it was, they should report any unsafe act.

Mr. McClain said that he felt that supervisors are more susceptible to safety items reported to them now than they were a couple of years ago.

H. Floyd stated that we have to report these things regardless of who or what is involved, but he also believed that even though you are working with someone, there is a natural reluctance to say anything.

Bobby Sowders replied that we need to find a channel to get this information into.

Bob Rose then asked if the Committee would like to think about what we would recommend concerning the Safety Activities Committee and report at the next meeting.

OLD BUSINESS

1. Dozers in Bldg. 15 (Fogging of Visors)

Bob Rose reported that we have been unable to find fog-free visors yet but that he had found a fog-free spray that we are going to try. He advised that he had ordered several cans from the Vallen Company and when it comes in, he will get with Clyde Douglas to evaluate the spray and he, in turn, will inform Bobby Sowders on the results.

Jack McClain reported that some of the dozers will be replaced next year and that we are directing the "CAT" people to have the air supply equipment installed at the factory. If it can't be installed at the factory, then we would install them after receiving the "CATS" at the plant site. These replacements will be for next year, one earlier in the year and one later in the year.

(IT WAS AGREED TO TICKLE THIS ITEM FOR MARCH 1, 1977.)

2. Lunchrooms - R-35X and R-300

R-35X - Jack McClain reported that we were making fair progress in this place but that he was not too sure where they stood; however, he did know that work was in progress to get the panels removed.

Bob Rose stated that he would get with Jack and together they would check on this project.

R-300 - Frank Mabry reported that he had checked on the progress in this area - the mercury trap has been installed and the area looked real good.

It was agreed to delete this item from the agenda.

3. R-45 Eye Wash Station

H. Floyd reported that the water thermostat has been set and at present is OK, but may need some insulation during the summer - it will be re-checked during the summer to see if additional insulation is needed.

This item is to be deleted from the agenda.

4. Build-up of Scale on Roof of Kilns at R-50

Dan Piwetz informed the Committee that this has pretty well been cleaned up but there still is a little bit left on the North side. He reported that they are still cleaning these off as the units go down.

It was agreed to leave the item on the agenda.

5. Mercury at R-30

Rudy Podhora informed the committee that he had checked with Al Rambikur and Al had contacted Management in Refining. They still have been unable to figure out where the mercury came from; however, in the event of another spill, Management will contact Al.

It was agreed to delete this item from the agenda.

6. Mercury at Chlor-Alkali

Rudy Podhora stated that he had contacted Charlie Steel and that a valve at the knock-out tank of hydrogen compressor #2 is to be installed. Charlie Steel isn't sure if the device needs to be that detailed. He feels that we need to prevent the mercury from pouring out of the cell. There is supposed to be a trap there before it goes out the weir. Charlie is to continue looking into this matter, but the exact design is not completed.

It was agreed to leave this on the agenda for one more month to see if the new design works.

Bobby Sowders inquired as to who was going to check this out. Bob Rose requested that Rudy Podhora and Dan Piwetz follow through.

7. Heating in R-146

B. Rose ~~H. Floyd~~ reported that this project has really drug out. He stated that he had contacted the Electrical Department just this morning to push the installation of the thermostat that will put it in direct line with the regulator and they have it on the schedule but couldn't give a definite answer as to when it would be completed.

8. Lighting in R-45

Jack McClain stated that he had let the committee down on this one. Bob Rose reported that he had been assured by the Department that it would be taken care of and that they were working on it. Jack McClain and Bob Rose will both look into this, but for the time being, this item will be left on the agenda.

off agenda

9. Janitor Service at R-30X

Norris Neeley reported that he had gotten with Vic Jendry who was unaware of this new lunch room but stated that it would be serviced from now on. Bob Rose and Bobby Sowders will check the place over for cleanliness, but the item will be deleted from the agenda.

10. Broken Concrete Blocks in Smelting

Bob Rose stated that he had inspected these areas and that they had these blocks out and the area was barricaded. Joe Resendez stated that they did not have them roped off until he reported it.

This item is to be deleted from the agenda.

NEW BUSINESS

1. Welding Across Building Steel and Crane Panel in R-148 Machine Shop

Russell Pruitt reported that an "I" beam was probably damaged from welding performed by an Electrician. There was a long discussion about Electricians versus Welders welding. Finally, Bob Rose and Bobby Sowders agreed to look into this to see if it is an unsafe practice. Bob Rose thanked Russell for bringing this before the Committee and promised to look into this item.

Bob Rose then reported on the two serious injuries we have had since the last meeting: An Ore Loader in Calcination, who had a metal foreign body embedded in the cornea of his left eye; and a Maintenance Mechanic Apprentice in the Smelting Mechanical Maintenance Department who received a severe contusion, laceration, and fracture of his right index finger. This particular injury was also a Disabling Injury. He further informed the committee that as of 11/14/76, we have recorded 7 Disabling Injuries with a frequency rate of 2.4, with the objective being 2.0. There were 62 Serious Injuries with the frequency rate being 21.6 and the objective being 79.5. Since the last Disabling Injury, 129,000 hours had been worked with the total hours for the year being 2,870,278.

The meeting adjourned at 4:00 PM.

R. M. ROSE/DOTTY KOLODZEY

dk

FROM R. M. ROSE - CO-CHAIRMAN
OPERATIONS SAFETY MANAGER

TO OPERATIONS' SAFETY COMMITTEE

cc: MR. BOBBY SOWDERS - CO-CHAIRMAN
MR. F. A. SHARKEY
MR. M. F. JONES, M.D.
MR. W. H. FLOYD
MR. J. K. McCLAIN
MR. F. J. MABRY
MR. R. E. PODHORA
MR. C. C. DOUGLAS
MR. FRANK KASPER
MR. JESSE DELEON
MR. RALPH LEIST
MR. TED MATOCHA
MR. DANIEL PIWETZ
MR. JOE RESENDEZ

Nov. meeting
11/10/76

RE: OPERATIONS' SAFETY COMMITTEE MEETING

The Operations' Safety Committee will meet in the upstairs Conference Room, Wednesday, November 17, 1976, at 3:00 P.M.

R. M. ROSE

RMR:rs

Info copy: MR. G. B. SCOTT

ALCOA

FROM R. M. ROSE - CO-CHAIRMAN
SAFETY ADMINISTRATOR

TO OPERATIONS' SAFETY COMMITTEE

cc: MR. BOBBY SOWDERS - CO-CHAIRMAN
MR. F. A. SHARKEY
DR. M. F. JONES
MR. W. H. FLOYD
MR. J. K. McCLAIN
MR. F. J. MABRY
MR. R. E. PODHORA
MR. C. C. DOUGLAS
MR. FRANK KASPER
MR. JESSE DELEON
MR. RALPH LEIST
MR. TED MATOCHA
MR. DANIEL PIWETZ
MR. JOE RESENDEZ

RE: OPERATIONS' SAFETY COMMITTEE MEETING

The Operations' Safety Committee will meet in the upstairs Conference Room, Wednesday, October 27, 1976, at 3:00 P.M.

R. M. ROSE

RMR:rs

ALCOA

FROM R. M. ROSE - CO-CHAIRMAN
OPERATIONS SAFETY MANAGER

TO OPERATIONS' SAFETY COMMITTEE

cc: MR. BOBBY SOWDERS - CO-CHAIRMAN
MR. F. A. SHARKEY
MR. M. F. JONES, M.D.
MR. W. H. FLOYD
MR. J. K. McCLAIN
MR. F. J. MABRY
MR. R. E. PODHORA
MR. C. C. DOUGLAS
MR. FRANK KASPER
MR. JESSE DELEON
MR. RALPH LEIST
MR. TED MATOCHA
MR. DANIEL PIWETZ
MR. JOE RESENDEZ

RE: OPERATIONS' SAFETY COMMITTEE MEETING

The Operations' Safety Committee will meet in the upstairs Conference Room, Wednesday, November 17, 1976, at 3:00 P.M.

R. M. ROSE

RMR:rs

Info copy: MR. G. B. SCOTT

ALCOA

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
DR. M. F. JONES
MR. W. H. FLOYD
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. D. R. PIWETZ
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. RUSSELL PRUITT

November 29, 1976

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - NOVEMBER 17, 1976

PRESENT: G. B. Scott, J. D. DeLeon, F. A. Sharkey, W. B. Gayle, F. J. Mabry, T. J. Matocha, N. W. Neeley, Joe Resendez, J. K. McClain, D. R. Piwetz, H. Floyd, F. W. Kaspar, R. E. Podhora, B. J. Sowders, Russell Pruitt, R. M. Rose

ABSENT: C. C. Douglas and R. O. Leist

Mr. Rose called the meeting to order by inquiring if there were any corrections to the last minutes. The minutes were approved. He then introduced Mr. G. B. Scott, Operations Manager.

Mr. Scott stated that he had heard a lot of good things about the Committee and he feels that it is an essential part of our Safety Program, and that Management has made a strong commitment to our safety program. So far we have succeeded in bringing the Serious Injury Frequency Rate down from last year. He reported that we don't have a safety target set for next year but that we will, and wanted to assure the members of this Committee he was behind them. He stated that through their efforts and those of Bob Rose, a lot of problems between the Company and Labor have been solved.

Bob Rose brought up the subject of the Safety Activities Committee (SAC) and some of the problems we are encountering with this committee. He stated that the SAC committee was not as active as it should be and that they do not have the attendance that this (Operations Safety Committee) has. He reported that he had talked to Bobby Sowders about this and would like to toss it out on the table as to how we could get the SAC group going.

Dr. Jones asked Mr. Rose to tell the group what the SAC organization did. Mr. Rose then explained who was on the Committee and the main function of the committee is basically for the promotion of safety. He suggested that perhaps this committee could possibly make some recommendations for some things that the SAC committee could do, or perhaps merge the responsibilities of this with the Operations Safety Committee in order for it to be more effective.

Bobby Sowders stated that both committees were for the promotion of safety.

ALCOA

Frank Kaspar said he felt that to change the attitude in a positive way, we should get everybody involved and enforce the rules for everyone, not just Alcoa members, but the various contractors as well.

Mr. Scott replied that we have called up the management of the contractors and told them that we would not have them in the Plant again if they did not follow our safety rules, but it is still a problem getting them enforced. He advised that any time anyone saw someone else, regardless of who it was, they should report any unsafe act.

Mr. McClain said that he felt that supervisors are more susceptible to safety items reported to them now than they were a couple of years ago.

H. Floyd stated that we have to report these things regardless of who or what is involved, but he also believed that even though you are working with someone, there is a natural reluctance to say anything.

Bobby Sowders replied that we need to find a channel to get this information into.

Bob Rose then asked if the Committee would like to think about what we would recommend concerning the Safety Activities Committee and report at the next meeting.

OLD BUSINESS

1. Dozers in Bldg. 15 (Fogging of Visors)

Bob Rose reported that we have been unable to find fog-free visors yet but that he had found a fog-free spray that we are going to try. He advised that he had ordered several cans from the Vallen Company and when it comes in, he will get with Clyde Douglas to evaluate the spray and he, in turn, will inform Bobby Sowders on the results.

Jack McClain reported that some of the dozers will be replaced next year and that we are directing the "CAT" people to have the air supply equipment installed at the factory. If it can't be installed at the factory, then we would install them after receiving the "CATS" at the plant site. These replacements will be for next year, one earlier in the year and one later in the year.

(IT WAS AGREED TO TICKLE THIS ITEM FOR MARCH 1, 1977.)

2. Lunchrooms - R-35X and R-300

R-35X - Jack McClain reported that we were making fair progress in this place but that he was not too sure where they stood; however, he did know that work was in progress to get the panels removed.

Bob Rose stated that he would get with Jack and together they would check on this project.

R-300 - Frank Mabry reported that he had checked on the progress in this area - the mercury trap has been installed and the area looked real good.

It was agreed to delete this item from the agenda.

3. R-45 Eye Wash Station

H. Floyd reported that the water thermostat has been set and at present is OK, but may need some insulation during the summer - it will be re-checked during the summer to see if additional insulation is needed.

This item is to be deleted from the agenda.

4. Build-up of Scale on Roof of Kilns at R-50

Dan Piwetz informed the Committee that this has pretty well been cleaned up but there still is a little bit left on the North side. He reported that they are still cleaning these off as the units go down.

It was agreed to leave the item on the agenda.

5. Mercury at R-30

Rudy Podhora informed the committee that he had checked with Al Rambikur and Al had contacted Management in Refining. They still have been unable to figure out where the mercury came from; however, in the event of another spill, Management will contact Al.

It was agreed to delete this item from the agenda.

6. Mercury at Chlor-Alkali

Rudy Podhora stated that he had contacted Charlie Steel and that a valve at the knock-out tank of hydrogen compressor #2 is to be installed. Charlie Steel isn't sure if the device needs to be that detailed. He feels that we need to prevent the mercury from pouring out of the cell. There is supposed to be a trap there before it goes out the weir. Charlie is to continue looking into this matter, but the exact design is not completed.

It was agreed to leave this on the agenda for one more month to see if the new design works.

Bobby Sowders inquired as to who was going to check this out. Bob Rose requested that Rudy Podhora and Dan Piwetz follow through.

7. Heating in R-146

H. Floyd reported that this project has really drug out. He stated that he had contacted the Electrical Department just this morning to push the installation of the thermostat that will put it in direct line with the regulator and they have it on the schedule but couldn't give a definite answer as to when it would be completed.

8. Lighting in R-45

Jack McClain stated that he had let the committee down on this one. Bob Rose reported that he had been assured by the Department that it would be taken care of and that they were working on it. Jack McClain and Bob Rose will both look into this, but for the time being, this item will be left on the agenda.

9. Janitor Service at R-30X

Norris Neeley reported that he had gotten with Vic Jendry who was unaware of this new lunch room but stated that it would be serviced from now on. Bob Rose and Bobby Sowders will check the place over for cleanliness, but the item will be deleted from the agenda.

10. Broken Concrete Blocks in Smelting

Bob Rose stated that he had inspected these areas and that they had these blocks out and the area was barricaded. Joe Resendez stated that they did not have them roped off until he reported it.

This item is to be deleted from the agenda.

NEW BUSINESS

1. Welding Across Building Steel and Crane Panel in R-148 Machine Shop

Russell Pruitt reported that an "I" beam was probably damaged from welding performed by an Electrician. There was a long discussion about Electricians versus Welders welding. Finally, Bob Rose and Bobby Sowders agreed to look into this to see if it is an unsafe practice. Bob Rose thanked Russell for bringing this before the Committee and promised to look into this item.

Bob Rose then reported on the two serious injuries we have had since the last meeting: An Ore Loader in Calcination, who had a metal foreign body embedded in the cornea of his left eye; and a Maintenance Mechanic Apprentice in the Smelting Mechanical Maintenance Department who received a severe contusion, laceration, and fracture of his right index finger. This particular injury was also a Disabling Injury. He further informed the committee that as of 11/14/76, we have recorded 7 Disabling Injuries with a frequency rate of 2.4, with the objective being 2.0. There were 62 Serious Injuries with the frequency rate being 21.6 and the objective being 79.5. Since the last Disabling Injury, 129,000 hours had been worked with the total hours for the year being 2,870,278.

The meeting adjourned at 4:00 PM.

R. M. ROSE/DOTTY KOLODZEY

dk

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
DR. M. F. JONES
MR. R. E. PODHORA
MR. NORRIS W. NEELEY
MR. W. M. HILLIS
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. R. L. PRUITT

January 25, 1977

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - DECEMBER 15, 1976

PRESENT: F. A. Sharkey, F. J. Mabry, J. K. McClain, Dr. M. F. Jones, H. Floyd, Rudy Podhora, Norris Neeley, Bobby Sowders, Frank Kaspar, Ted Matocha, Joe Resendez, Ralph Leist, Russell Pruitt, Bob Rose and Martin Hillis.

ABSENT: Jesse DeLeon and Dan Piwetz.

Bob Rose opened the meeting by announcing that Russell L. Pruitt would temporarily be replacing Dan Piwetz who is on 10-week vacation.

Bob Rose asked if there were any corrections to the last minutes to which H. Floyd replied that his name should be removed from page 3, item 7, and should state that Bob Rose reported on the heating in R-146.

Bob Rose also stated that in the previous meeting he had said that the SAC committee wasn't doing anything; however, he wished to retract that statement. He did ask the Committee if any of them had come up with any ideas as to how the SAC Committee should be handled - should it be left as is or combined with this (Operations") Committee? He further stated that before any final decision would be made the SAC Committee was to make a recommendation to the Executive Safety Committee.

Russell Pruitt inquired as to the difference between this Committee and SAC.

Bob Rose explained the difference and stated that there were two hourly people in a group of ten. He felt that perhaps there needed to be more hourly representation.

Jack McClain felt that the SAC Committee needed to have more substance and less "gimmicks."

Bobby Sowders suggested that perhaps one or two members from the Operations' Safety Committee might serve on the SAC Committee. Bob Rose suggested that

ALCOA

SP-4883 (REV 11-68)

Bobby Sowders attend the next SAC meeting to see how it functions, then he (Bobby) would be in a better position to pass this on to members of the Operations' Safety Committee. Bob informed Bobby that he would get back with him after the Executive Safety Committee meeting.

Ralph Leist mentioned that he had called something to Leo Wilborn's attention in the Chlor-Alkali Department that involved carpenter work. Leo made no effort to do anything about it. Ralph then got Johnny Palmer over and Johnny got right onto the problem. Bob Rose informed Ralph that these problems should be taken care of in the Department if possible, but if they can't be, then Bobby Sowders or he should be called.

Russel Pruitt suggested that a format should be set up for handling safety items. Bob Rose suggested that the Union members should be informed about the procedure to follow when turning in safety items.

OLD BUSINESS

1. Lunchroom R-35X

Jack McClain reported that he would check on the progress but the panels are out of the area. He further commented that the matter will be taken care of.

delete

2. Build-up of Scale in R-50

Jack McClain said that the roofs were in good shape. Bob Rose is to look at it.

3. Mercury in Chlor-Alkali

Rudy Podhora reported that a nipple and T-pass had been installed. Also, they were in the process of starting up the #2 compressor. Frank Mabry replied that in the Maintenance meeting they had said two was installed and this was in operations.

Tickle

Rudy Podohora is to report on this at the next meeting.

4. Heating in R-146

It was reported that they (the Electrical Dept.) do not have thermostats installed - at least it is not blowing any cool air. The thermocouples are not set up to blow directly in line with the regulator.

It was agreed to leave this item on the agenda until after an investigation can be made.

delete

5. Lighting in R-45

Bob Rose reported that the top of R-45 is complete. They have the lights changed out except right over the tanks. They are working on the bottom side right now. The Mercury-Vapor lamps are now being used. We think it will be better lighting by putting in the Mercury-Vapor lamps but we are going to see how the life of the bulb will be. Jack McClain stated that they did a safety inspection at night to see what the lighting situation was in all areas.

delete

6. Janitor in R-30X

This building is being cleaned, therefore, the item will be deleted from the agenda.

7. Welding Across Building Steel and Crane Panel in R-148 Machine Shop

Bob Rose stated that he has mentioned this to Bill Browne and Bill assured him he was going to do something about it. delete

NEW BUSINESS

1. Hydrochloric and Nitric Acids in Chlor-Alkali

Rudy Podhora stated that we needed to revise the JSA to include a regular slicker suit. When men do this work, there is quite a bit of acid splashings that can get on the legs. He recommended the use of rubber aprons or the use of slicker pants in addition to the coat. He also recommended the use of wool clothing rather than cotton. Johnny Palmer has included the slicker coat to be worn in the JSA. Rudy further stated that we need to look into the point of view of what OSHA will investigate:
(a) Engineering Abatement
(b) Local ventilation that takes away the vapors
(c) Safety Data Sheets.

He reported there are no OSHA standards for nitric acid as yet. We do have proper chemical cartridges and they are available.

Dr. Jones stated that we have low exposures and that some measurements need to be taken by Rudy. Ventilation is really the problem.

It was agreed to leave this item on the agenda and for Rudy to give a report at the next meeting.

Bobby Sowders asked about cancer in the Potrooms. Dr. Jones stated that until the government came out with the final statistics on aluminum workers, we should not be alarmed. The final report on this is due to be out the first part of next year. delete

Bob Rose then gave the disabling injury data to the hourly people.

The meeting adjourned at 3:45 PM.

R. M. ROSE/DOTTY KOLODZEY

DK

Tuesday 4/4/77 →
1.) [illegible] Tuesday 4-12
2.) [illegible] deleted
3.) Rubber Boots for [illegible]
Eric

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
DR. M. F. JONES
MR. R. E. PODHORA
MR. NORRIS W. NEELEY
MR. W. M. HILLIS
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. R. L. PRUITT

January 25, 1977

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - DECEMBER 15, 1976

PRESENT: F. A. Sharkey, F. J. Mabry, J. K. McClain, Dr. M. F. Jones, H. Floyd, Rudy Podhora, Norris Neeley, Bobby Sowders, Frank Kaspar, Ted Matocha, Joe Resendez, Ralph Leist, Russell Pruitt, Bob Rose and Martin Hillis.

ABSENT: Jesse DeLeon and Dan Piwetz.

Bob Rose opened the meeting by announcing that Russell L. Pruitt would temporarily be replacing Dan Piwetz who is on 10-week vacation.

Bob Rose asked if there were any corrections to the last minutes to which H. Floyd replied that his name should be removed from page 3, item 7, and should state that Bob Rose reported on the heating in R-146.

Bob Rose also stated that in the previous meeting he had said that the SAC committee wasn't doing anything; however, he wished to retract that statement. He did ask the Committee if any of them had come up with any ideas as to how the SAC Committee should be handled - should it be left as is or combined with this (Operations") Committee? He further stated that before any final decision would be made the SAC Committee was to make a recommendation to the Executive Safety Committee.

Russell Pruitt inquired as to the difference between this Committee and SAC.

Bob Rose explained the difference and stated that there were two hourly people in a group of ten. He felt that perhaps there needed to be more hourly representation.

Jack McClain felt that the SAC Committee needed to have more substance and less "gimmicks."

Bobby Sowders suggested that perhaps one or two members from the Operations' Safety Committee might serve on the SAC Committee. Bob Rose suggested that

Bobby Sowders attend the next SAC meeting to see how it functions, then he (Bobby) would be in a better position to pass this on to members of the Operations' Safety Committee. Bob informed Bobby that he would get back with him after the Executive Safety Committee meeting.

Ralph Leist mentioned that he had called something to Leo Wilborn's attention in the Chlor-Alkali Department that involved carpenter work. Leo made no effort to do anything about it. Ralph then got Johnny Palmer over and Johnny got right onto the problem. Bob Rose informed Ralph that these problems should be taken care of in the Department if possible, but if they can't be, then Bobby Sowders or he should be called.

Russel Pruitt suggested that a format should be set up for handling safety items. Bob Rose suggested that the Union members should be informed about the procedure to follow when turning in safety items.

OLD BUSINESS

1. Lunchroom R-35X

   Jack McClain reported that he would check on the progress but the panels are out of the area. He further commented that the matter will be taken care of.

2. Build-up of Scale in R-50

   Jack McClain said that the roofs were in good shape. Bob Rose is to look at it.

3. Mercury in Chlor-Alkali

   Rudy Podhora reported that a nipple and T-pass had been installed. Also, they were in the process of starting up the #2 compressor. Frank Mabry replied that in the Maintenance meeting they had said two was installed and this was in operations.

   Rudy Podohora is to report on this at the next meeting.

4. Heating in R-146

   It was reported that they (the Electrical Dept.) do not have thermostats installed - at least it is not blowing any cool air. The thermocouples are not set up to blow directly in line with the regulator.

   It was agreed to leave this item on the agenda until after an investigation can be made.

5. Lighting in R-45

   Bob Rose reported that the top of R-45 is complete. They have the lights changed out except right over the tanks. They are working on the bottom side right now. The Mercury-Vapor lamps are now being used. We think it will be better lighting by putting in the Mercury-Vapor lamps but we are going to see how the life of the bulb will be. Jack McClain stated that they did a safety inspection at night to see what the lighting situation was in all areas.

6. Janitor in R-30X

This building is being cleaned, therefore, the item will be deleted from the agenda.

7. Welding Across Building Steel and Crane Panel in R-148 Machine Shop

Bob Rose stated that he has mentioned this to Bill Browne and Bill assured him he was going to do something about it.

NEW BUSINESS

1. Hydrochloric and Nitric Acids in Chlor-Alkali

Rudy Podhora stated that we needed to revise the JSA to include a regular slicker suit. When men do this work, there is quite a bit of acid splashings that can get on the legs. He recommended the use of rubber aprons or the use of slicker pants in addition to the coat. He also recommended the use of wool clothing rather than cotton. Johnny Palmer has included the slicker coat to be worn in the JSA. Rudy further stated that we need to look into the point of view of what OSHA will investigate:
(a) Engineering Abatement
(b) Local ventilation that takes away the vapors
(c) Safety Data Sheets.

He reported there are no OSHA standards for nitric acid as yet. We do have proper chemical cartridges and they are available.

Dr. Jones stated that we have low exposures and that some measurements need to be taken by Rudy. Ventilation is really the problem.

It was agreed to leave this item on the agenda and for Rudy to give a report at the next meeting.

Bobby Sowders asked about cancer in the Potrooms. Dr. Jones stated that until the government came out with the final statistics on aluminum workers, we should not be alarmed. The final report on this is due to be out the first part of next year.

Bob Rose then gave the disabling injury data to the hourly people.

The meeting adjourned at 3:45 PM.

R. M. ROSE/DOTTY KOLODZEY

DK

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
DR. M. F. JONES
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. R. L. PRUITT
MR. C. A. PHILLIPS

January 31, 1977

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - JANUARY 26, 1977

PRESENT: F. A. Sharkey, F. J. Mabry, J. K. McClain, H. Floyd, Dr. M. F. Jones, Rudy Podhora, Norris Neeley, Frank Kaspar, Ted Matocha, Joe Resendez, Ralph Leist, Russell Pruitt, Bob Rose, and Chase Phillips.

ABSENT: Bobby Sowders and Jesse DeLeon

Bob Rose opened the meeting by saying that the Co-Chairman, Bobby Sowders, was on a trip and would be absent for this meeting. He then asked if anyone had any comments on the minutes of the last meeting which had been distributed to the members as they arrived at the meeting. He further stated that since they had not had a chance to read them fully, they would be accepted for the time being. He informed the committee that we would try to get these minutes into their hands one week after the meeting.

OLD BUSINESS

1. Lunchroom R-35X

Jack McClain reported that all of the panels (control) had been moved out of the room and everything was being rearranged. There is no permanent partition but the room is divided by one bank of 4 lockers which is presently being used as a partition, a table has been added, and a new oven has been ordered.

IT WAS AGREED TO DELETE THIS ITEM FROM THE AGENDA.

2. Build-up of Scale in R-50

Jack McClain said that all except kiln #7 had been cleaned and they will clean it when it goes down for regular overhaul.

THIS ITEM IS TO BE LEFT ON THE AGENDA UNTIL ALL WORK HAS BEEN DONE.

3. Mercury in Chlor-Alkali

Rudy Podhora reported that all work had been done to keep the mercury confined to the tank and off the concrete. So far the new installation has worked, and we will give it a trial for a while to see if this will continue to do the job.

Ralph Leist inquired as to what was going to be done to keep the mercury from coming out from around the compressors. Frank Mabry stated that they were not aware of this problem. Rudy will follow up and check on this problem.

THIS ITEM IS TO BE TICKLED FOR THE APRIL MEETING.

4. Heating in R-146

Bob Rose stated that he had been in the building and it was working pretty good while he was in there. He further stated that if it had not been working within the last two weeks with all of the very cold weather, he would have heard about it.

THIS ITEM IS TO BE DELETED FROM THE AGENDA.

5. Lighting in R-45

Jack McClain admitted that there were a lot of circuits out and also a lot of bulbs. The old incandescent lights were not as bright as the new Mercury-Vapor lights that have been installed. We are still testing the Mercury-Vapor bulbs to see how long they will last.

IT WAS AGREED TO DELETE THIS FROM THE AGENDA.

6. Welding Across Building Steel and Crane Panel in R-148 Machine Shop

Bob Rose reported that he had turned this problem over to Bill Browne and James Lemezis who had informed him that Electricians were going to continue to weld but will follow Engineering specifications.

THIS ITEM IS TO BE DELETED FOR THE TIME BEING.

7. Hydrochloric and Nitric Acids in Chlor-Alkali

Rudy Podhora reported that they had obtained some readings and had found them to be in agreement with those taken by John McCall. The people are now wearing slicker suits, face masks and rubber boots. They are making plans to move this operation outside of the building. When this comes out, this should solve the problem.

ITEM TO BE DELETED FROM THE AGENDA.

Bob Rose brought up three items that had been tickled for the first of the year, which were as follows:

1. Concrete slab for R-85

Frank Mabry stated that this was the car wash station that is under construction. He reported that due to the rainy weather, this project was going rather slow and cannot be done until things dry up. He stated that it would probably be near the end of February before it is completed.

TICKLE FOR THE MARCH MEETING.

2. Building 49 Lunchroom

This item is completed.

DELETE FROM THE AGENDA.

3. Rubber Boots for Chlor-Alkali

Frank Mabry reported that we still have not been able to find a company that makes these in half sizes. However, they have come up with another boot that Johnny Palmer is trying out. Johnny thinks they are a more comfortable boot. There were two pairs of these being tried out, but one pair got away from us. We may have to put in a dozen pair and let people try them out.

Bob Rose reported that he had checked with Hi-Test Safety Shoe Company and they do not make a half size but we will keep trying.

Ralph Leist stated that he had talked with Johnny Palmer and Johnny had told him that he felt this new boot was more comfortable.

THIS ITEM IS TO BE TICKLED FOR JUNE, 1977.

NEW BUSINESS

1. Masks in Chlor-Alkali Fitting Improperly.

Ralph Leist brought in the masks that have been worn in Chlor-Alkali and stated that the new ones they had provided them did not fit properly. He stated that they were not fitting tightly enough and that they were still getting the fumes. He said that Rudy told them to use vaseline, but when you do that, it cuts off your breathing. He further stated that Rudy had told them that the masks were OSHA approved. He removed the new mask and replaced it with his old mask and it worked fine. He did not get any of the fumes. Ralph asked that he be given the price of each type of mask and a copy of the OSHA standards.

Rudy stated that they were going to have a salesman in on Friday on the masks and asked Ralph if he would like to sit in on this meeting. Ralph stated that he would.

IT WAS AGREED TO LEAVE THIS ITEM ON THE AGENDA AND TO HAVE FURTHER DISCUSSIONS AT THE NEXT MEETING.

2. Tires on Heavy Equipment in Civil Maintenance Causing a Hazard

Bob Rose had invited Chase Phillips to come into the meeting to talk on this subject.

Chase stated that they were having a lot of flats on the Dempster Dumpsters and some of the other trucks and in order to combat this, they started using urethane material which is injected into the tire. This material is distributed by the Goodrich people. After being injected into the tires the material hardens. The drivers were complaining that it is causing a hazard especially during the wet weather - they start to turn a corner or curve and the vehicle slides. Chase stated that they had been using this on the equipment for quite awhile and had not informed the truck drivers about it. They never started to complain until the recent wet weather and they became aware the urethane material was being used.

Ted Matocha gave a rebuttal on this stating that a man who had been on layoff was recalled recently and he noticed it right away.

Chase suggested that Ted could come over tomorrow and try to drive one. Bob Rose suggested he and Bobby Sowders will get with Chase on this problem.

3. Jumping or Interlocking Conveyor Belts

Frank Kaspar inquired as to whether there was a rule against jumping interlocks on the conveyor belts. Jack McClain stated that it is definitely against Company rules.

Frank Kaspar said that he was talking about overriding the belt. Jack McClain stated that he would look into this matter.

"H" Floyd said that if the belt was out of order, it should be tagged out. He further stated that this is probably one of the things we should look into and tag out when possible.

4. Hazard in Chlor-Alkali

Ralph Leist stated that he had turned in something two weeks ago -- between 36, 38 and 40, they had several instrument lines hanging onto the beams. I turned it in and also mentioned it to Fred Carter and he said he would look into it, but had not as of last night. These are unfastened pipe hangers where the lines go into the main chlorine header. I wondered why it could not be taken care of. Frank Mabry said that he and Fred had looked into this matter and it looked as if the things had corroded. He stated that they recognized it could shut the plant down and that they are definitely going to repair the item.

5. Cotton Clothes for Electrode Crews and Tappers.

Joe Resendez stated the Electrode Crews and Tappers were looking for cotton clothes to wear in the Potrooms since we had one serious injury which was also a disabling injury. A man was burned badly when a pot blew out. He was following all of the safety procedures but he had on some synthetic clothing and they caught on fire. If he had been wearing cotton, he would not have been burned so easily. He inquired as to whether the Company could supply cotton clothing or give them information as to where they could buy it.

Bob Rose informed him that we were looking into this prior to the burn incident. He stated that cotton long handles would be more protective than cotton pants and cotton shirts.

The most important thing is to get cotton close to the skin.

Fred Sharkey said that it appears right now that of all the Alcoa Plants, only Tennessee has stepped up to the situation. All of the people in the Potrooms wear long underwear, "Long Johns" both summer and winter. Once it is moist, it's not any hotter and maybe even cooler. "Long Johns" don't have to be sized exactly and they don't have to be ironed. Really, two layers of clothing is better than one and it is a better answer to this problem. For instance, the individual that got burned last week had on a T-shirt and boxer shorts. It appeared that if he had had on two layers of clothing, he still would not have been burned as badly as he was. He further stated that we want to get key Potroom people together and talk this thing out. People on top of the pots are the ones who are most likely to get burned. The helmet worked to protect this individual from more burns in this case. We know that "Long Johns" will be uncomfortable when you first start wearing them; however, we will get together with you men and Bobby Sowders when he returns.

Bob Rose then gave the Disabling and Serious Injury data to the hourly men. The meeting adjourned at 4:15 PM.

R. M. ROSE/DOTTY KOLODZEY

dk

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
DR. M. F. JONES
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. R. L. PRUITT
MR. C. A. PHILLIPS

File

January 31, 1977

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - JANUARY 26, 1977

PRESENT: F. A. Sharkey, F. J. Mabry, J. K. McClain, H. Floyd, Dr. M. F. Jones, Rudy Podhora, Norris Neeley, Frank Kaspar, Ted Matocha, Joe Resendez, Ralph Leist, Russell Pruitt, Bob Rose, and Chase Phillips.

ABSENT: Bobby Sowders and Jesse DeLeon

Bob Rose opened the meeting by saying that the Co-Chairman, Bobby Sowders, was on a trip and would be absent for this meeting. He then asked if anyone had any comments on the minutes of the last meeting which had been distributed to the members as they arrived at the meeting. He further stated that since they had not had a chance to read them fully, they would be accepted for the time being. He informed the committee that we would try to get these minutes into their hands one week after the meeting.

OLD BUSINESS

1. Lunchroom R-35X

Jack McClain reported that all of the panels (control) had been moved out of the room and everything was being rearranged. There is no permanent partition but the room is divided by one bank of 4 lockers which is presently being used as a partition, a table has been added, and a new oven has been ordered.

IT WAS AGREED TO DELETE THIS ITEM FROM THE AGENDA.

2. Build-up of Scale in R-50

Jack McClain said that all except kiln #7 had been cleaned and they will clean it when it goes down for regular overhaul.

THIS ITEM IS TO BE LEFT ON THE AGENDA UNTIL ALL WORK HAS BEEN DONE.

3. Mercury in Chlor-Alkali

Rudy Podhora reported that all work had been done to keep the mercury confined to the tank and off the concrete. So far the new installation has worked, and we will give it a trial for a while to see if this will continue to do the job.

Ralph Leist inquired as to what was going to be done to keep the mercury from coming out from around the compressors. Frank Mabry stated that they were not aware of this problem. Rudy will follow up and check on this problem.

THIS ITEM IS TO BE TICKLED FOR THE APRIL MEETING.

4. Heating in R-146

Bob Rose stated that he had been in the building and it was working pretty good while he was in there. He further stated that if it had not been working within the last two weeks with all of the very cold weather, he would have heard about it.

THIS ITEM IS TO BE DELETED FROM THE AGENDA.

5. Lighting in R-45

Jack McClain admitted that there were a lot of circuits out and also a lot of bulbs. The old incandescent lights were not as bright as the new Mercury-Vapor lights that have been installed. We are still testing the Mercury-Vapor bulbs to see how long they will last.

IT WAS AGREED TO DELETE THIS FROM THE AGENDA.

6. Welding Across Building Steel and Crane Panel in R-148 Machine Shop

Bob Rose reported that he had turned this problem over to Bill Browne and James Lemezis who had informed him that Electricians were going to continue to weld but will follow Engineering specifications.

THIS ITEM IS TO BE DELETED FOR THE TIME BEING.

7. Hydrochloric and Nitric Acids in Chlor-Alkali

Rudy Podhora reported that they had obtained some readings and had found them to be in agreement with those taken by John McCall. The people are now wearing slicker suits, face masks and rubber boots. They are making plans to move this operation outside of the building. When this comes out, this should solve the problem.

ITEM TO BE DELETED FROM THE AGENDA.

Bob Rose brought up three items that had been tickled for the first of the year, which were as follows:

1. Concrete slab for R-85

Frank Mabry stated that this was the car wash station that is under construction. He reported that due to the rainy weather, this project was going rather slow and cannot be done until things dry up. He stated that it would probably be near the end of February before it is completed.

TICKLE FOR THE MARCH MEETING.

2. Building 49 Lunchroom

This item is completed.

DELETE FROM THE AGENDA.

3. Rubber Boots for Chlor-Alkali

Frank Mabry reported that we still have not been able to find a company that makes these in half sizes. However, they have come up with another boot that Johnny Palmer is trying out. Johnny thinks they are a more comfortable boot. There were two pairs of these being tried out, but one pair got away from us. We may have to put in a dozen pair and let people try them out.

Bob Rose reported that he had checked with Hi-Test Safety Shoe Company and they do not make a half size but we will keep trying.

Ralph Leist stated that he had talked with Johnny Palmer and Johnny had told him that he felt this new boot was more comfortable.

THIS ITEM IS TO BE TICKLED FOR JUNE, 1977.

NEW BUSINESS

1. Masks in Chlor-Alkali Fitting Improperly.

Ralph Leist brought in the masks that have been worn in Chlor-Alkali and stated that the new ones they had provided them did not fit properly. He stated that they were not fitting tightly enough and that they were still getting the fumes. He said that Rudy told them to use vaseline, but when you do that, it cuts off your breathing. He further stated that Rudy had told them that the masks were OSHA approved. He removed the new mask and replaced it with his old mask and it worked fine. He did not get any of the fumes. Ralph asked that he be given the price of each type of mask and a copy of the OSHA standards.

Rudy stated that they were going to have a salesman in on Friday on the masks and asked Ralph if he would like to sit in on this meeting. Ralph stated that he would.

IT WAS AGREED TO LEAVE THIS ITEM ON THE AGENDA AND TO HAVE FURTHER DISCUSSIONS AT THE NEXT MEETING.

delete

2. Tires on Heavy Equipment in Civil Maintenance Causing a Hazard

Bob Rose had invited Chase Phillips to come into the meeting to talk on this subject.

Chase stated that they were having a lot of flats on the Dempster Dumpsters and some of the other trucks and in order to combat this, they started using urethane material which is injected into the tire. This material is distributed by the Goodrich people. After being injected into the tires the material hardens. The drivers were complaining that it is causing a hazard especially during the wet weather - they start to turn a corner or curve and the vehicle slides. Chase stated that they had been using this on the equipment for quite awhile and had not informed the truck drivers about it. They never started to complain until the recent wet weather and they became aware the urethane material was being used.

Ted Matocha gave a rebuttal on this stating that a man who had been on layoff was recalled recently and he noticed it right away.

Chase suggested that Ted could come over tomorrow and try to drive one. Bob Rose suggested he and Bobby Sowders will get with Chase on this problem.

3. Jumping or Interlocking Conveyor Belts

Frank Kaspar inquired as to whether there was a rule against jumping interlocks on the conveyor belts. Jack McClain stated that it is definitely against Company rules to jump interlocks of safety devices

Frank Kaspar said that he was talking about overriding the belt. Jack McClain stated that he would look into this matter.

"H" Floyd said that if the belt was out of order, it should be tagged out. He further stated that this is probably one of the things we should look into and tag out when possible.

4. Hazard in Chlor-Alkali

Ralph Leist stated that he had turned in something two weeks ago -- between 36, 38 and 40, they had several instrument lines hanging onto the beams. I turned it in and also mentioned it to Fred Carter and he said he would look into it, but had not as of last night. These are unfastened pipe hangers where the lines go into the main chlorine header. I wondered why it could not be taken care of. Frank Mabry said that he and Fred had looked into this matter and it looked as if the things had corroded. He stated that they recognized it could shut the plant down and that they are definitely going to repair the item. Complete

5. Cotton Clothes for Electrode Crews and Tappers.

Joe Resendez stated the Electrode Crews and Tappers were looking for cotton clothes to wear in the Potrooms since we had one serious injury which was also a disabling injury. A man was burned badly when a pot blew out. He was following all of the safety procedures but he had on some synthetic clothing and they caught on fire. If he had been wearing cotton, he would not have been burned so easily. He inquired as to whether the Company could supply cotton clothing or give them information as to where they could buy it.

Bob Rose informed him that we were looking into this prior to the burn incident. He stated that cotton long handles would be more protective than cotton pants and cotton shirts.

The most important thing is to get cotton close to the skin.

Fred Sharkey said that it appears right now that of all the Alcoa Plants, only Tennessee has stepped up to the situation. All of the people in the Potrooms wear long underwear, "Long Johns" both summer and winter. Once it is moist, it's not any hotter and maybe even cooler. "Long Johns" don't have to be sized exactly and they don't have to be ironed. Really, two layers of clothing is better than one and it is a better answer to this problem. For instance, the individual that got burned last week had on a T-shirt and boxer shorts. It appeared that if he had had on two layers of clothing, he still would not have been burned as badly as he was. He further stated that we want to get key Potroom people together and talk this thing out. People on top of the pots are the ones who are most likely to get burned. The helmet worked to protect this individual from more burns in this case. We know that "Long Johns" will be uncomfortable when you first start wearing them; however, we will get together with you men and Bobby Sowders when he returns.

Bob Rose then gave the Disabling and Serious Injury data to the hourly men. The meeting adjourned at 4:15 PM.

R. M. ROSE/DOTTY KOLODZEY

dk

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
DR. M. F. JONES
MR. R. E. PODHORA
MR. N. W. NEELEY
~~MR. F. A. CARTER~~
MR. C. C. DOUGLAS
~~MR. R. A. ALEXANDER~~
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
~~MR. R. L. PRUITT~~
MR. G. E. ROZNER
MR D Rowitt

February 25, 1977

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - FEBRUARY 16, 1977

PRESENT: J. K. McClain, Fred Carter (for Mr. F. J. Mabry), H. Floyd, Dr. M. F. Jones, Rudy Podhora, N. W. Neeley, Bobby Sowders, Frank Kaspar, Ted Matocha, Clyde Douglas, Dick Alexander, George Rozner, and Bob Rose.

ABSENT: F. A. Sharkey, F. J. Mabry, Joe Resendez, R. O. Leist, and Russell Pruitt.

Bob Rose called the meeting to order and asked for any comments on the previous minutes. Since there were none, the minutes were approved.

Bobby Sowders asked Bob to introduce the newest member of the Committee. Bob then introduced George E. Rozner of the Electrical Department who is replacing Jesse D. DeLeon.

OLD BUSINESS

1. Build-up of Scale in R-50

Jack McClain stated that this has been completed.

DELETE FROM THE AGENDA.

2. Masks for Chlor-Alkali Fitting Improperly

Rudy Podhora gave a report on this. He had held a meeting with the present manufacturer. There are only five (5) companies that make the masks that are NIOSH approved which are: M.S.A., Willson, Welsch, our present vendor which is Scott Aviation Corporation, and Safeline, which is manufactured by American Optical Company; therefore, there are actually only four (4) companies that manufacture the NIOSH approved masks. Presently two of the Willson masks are being evaluated by Ralph Leist and J. D. Greenawalt. One of the disagreeable things on ~~this mask~~ the Scott mask is the chin cuff. We still have the old Scott-Acme line but we have some people they don't fit as well as they would like.

ALCOA

We have not heard anything since the meeting, but we have had some discussions with American Optical and have issued a SF-225 for Stores to put in R-53 cartridges which is replacing the R-93 cartridges which American Optical has discontinued manufacturing.

DELETE FROM AGENDA. (Bobby Sowders & Bob Rose to be kept informed.)

3. Tires on Heavy Equipment in Civil Maintenance Causing a Hazard

Ted Matocha got together with Chase Phillips and he demonstrated the difference between the tires that were injected with the urethane material and those that were not. Ted said he also went to the Garage and talked with the mechanics. Bob Rose related that he, too, had met with Chase on this matter and they measured the tires and there wasn't any difference. Bob asked Ted if he had received any more complaints and Ted replied, "Yes, but only during rainy weather." Bobby Sowders inquired if the problem was that they slipped on wet pavement? Ted answered that they also complained that the trucks ride rough and there is lots of vibration.

Bobby Sowders suggested that we have the drivers slow down. Bob Rose stated that the roads have been in pretty bad shape, and this has also probably caused some of the complaints.

It was agreed that Bobby Sowders and Bob Rose would go out on the trucks the next time we have heavy rain.

IT WAS DECIDED TO LEAVE THIS ITEM ON THE AGENDA UNTIL THE NEXT MEETING.

4. Jumping or Interlocking Conveyor Belts

Clyde Douglas reported that they had discussed the situation with the men of the department. They all agreed that at no time do we jump an interlock which kicks out the safety belt. We would not continue to do this as long as there was any safety problem involved. The Shift Foreman has to determine whether he wants to do this or not. If so, the Shift Foreman would put a man at the gate of the entry. He would be there when #1 conveyor would stop. There is no one exposed. We do not at any time do interlock which would cause a safety belt to be inoperative. The alarm was out of order when this came up but is presently working. We put the warning alarms on about three (3) years ago. At the present time, Clyde feels the problem is solved.

Jack McClain stated that we have to stay on top of this and at least keep it to a minimum. It's the supervisors responsibility to see that nothing is done that is unsafe.

George Rozner said he felt electricians should be there to do the work.

Clyde Douglas replied that we don't want any of our people going into the electrical panels.

THIS ITEM IS TO BE DELETED FROM THE AGENDA.

5. Hazard in Chlor-Alkali

Fred Carter reported that the instrument lines hanging onto the beams had already been corrected before Frank Mabry returned from the last Operations' Safety Committee meeting. This hazard has been resolved.

DELETE FROM THE AGENDA.

6. Cotton Clothes for Electrode Crews and Tappers

Dick Alexander reported that we have ordered some cotton clothing and stated that we need to get with the group when it comes in and discuss it further. He stated that they were also working on obtaining some fire resistant clothing.

Bobby Sowders stated that we would have a problem getting the men to wear "Long Johns."

Bob Rose then gave the Disabling and Serious Injury data to the hourly men. The meeting adjourned at 3:45 PM.

R. M. ROSE/DOTTY KOLODZEY

dk

FROM: R. M. ROSE
SAFETY DEPARTMENT

TO: MR. G. B. SCOTT
MR. R. A. ALEXANDER
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
DR. M. F. JONES
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. C. C. DOUGLAS
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. G. E. ROZNER
MR. D. R. PIWETZ

APRIL 20, 1977

RE: OPERATIONS SAFETY COMMITTEE MEETING MINUTES - APRIL 20, 1977

PRESENT: Messrs. F. J. Mabry, J. K. McClain, N. W. Neeley, C. C. Douglas, R. A. Alexander, R. M. Rose, T. J. Matocha, G. E. Rozner, D. R. Piwetz, R. O. Leist, and Dr. M. F. Jones.

ABSENT: Messrs. F. A. Sharkey, W. H. Floyd, R. E. Podhora, B. J. Sowders, F. W. Kaspar, Joe Resendez.

Bob Rose called the meeting to order and asked if there were any corrections to the minutes of the previous meeting. Dan Piwetz stated he would like to change the wording in the first sentence of Item #4 under New Business. It was changed from: "Dan Piwetz reported that R. D. Johnson had slipped during a misting rain recently" to "Dan Piwetz reported that R. D. Johnson had slipped on a wet stairway recently."

OLD BUSINESS

1. Tires on Heavy Equipment in Civil Maintenance Causing a Hazard

Bob Rose reported that he and Bobby Sowders have not yet driven the large truck during wet conditions. Ted Matocha stated that this morning would have been an ideal time to test these tires during the downpour. Bob stated that he and Dan Piwetz would try to get to this item as soon as possible.

It was felt that this item should be left on the agenda until the testing had been done.

2. Cotton Clothes for Electrode Crews and Tappers in the Potrooms

Bob Rose asked Dick Alexander to report on this. Dick stated that it is now mandatory for the 2-XXX, 4-XXX, 5-XXX, and 16-XXX clock number series (Control, Utility, Potrooms, and Ingot Plant respectively) personnel to wear cotton clothing. He further stated that they have held 2 or 3 meetings with the Union and the Union concurred with the order for wearing cotton clothing.

Dick reported that the Company had agreed to purchase two (2) sets of the cotton clothing for each man presently affected by this mandatory order and that as of June 1st, everyone in the Potrooms and Ingot Plant will be wearing cotton clothing. He said that this did not include Maintenance people working in the area at this time.

Bob Rose inquired if the purchase of the two sets of clothing would be applicable to all people in these areas. Dick replied that this is just a one-time purchase of two sets of clothing and only for those people presently at work. This will not apply for future new hires or for people transferring in.

Bob Rose stated that the Company felt that at this particular time they should furnish two sets of clothing because many of the people presently had clothes, some maybe just recently purchased, that they used for work.

Bob further stated that this had been agreed to by both the Company and the Union in a letter of understanding and that Bobby Sowders, Tom Navarro, Joe Resendez, and Louis Starnes had sat in on the meetings and signed the letter of understanding.

At this point, Bob suggested that Dick Alexander become a permanent member of this Committee due to Mr. F. A. Sharkey's transfer.

THE ABOVE ITEM IS TO BE DELETED FROM THE AGENDA.

3. Safety Rules for Chlor-Alkali

Mr. Mabry reported that the work procedures for putting caustic in all of the pump tanks had been written.

DELETE FROM THE AGENDA.

4. Escape Device for Man-lift Equipment

Bob Rose stated that he had talked with Les Stringham on this and it had been agreed to provide a man on the ground when there is a maze condition existing.

DELETE FROM THE AGENDA.

5. Safety Hazard at R-327

Bob Rose reported that he, Bobby Sowders and Dan Piwetz had investigated this and that a definite hazard did exist. It is a steam hazard on the stairway. Norris Neeley also did some follow-up work. This stairway had new steps put in which have grating and have a solid piece of tread plate which is slippery when wet.

Mr. Mabry suggested that we should get W. W. Browne's people on this.

Norris Neeley replied that he had already contacted Sam Bingham and they will replace them or turn them around. Norris stated there were 34 steps.

It was agreed to leave this item on the agenda.

6. Overflow of Liquor in Bldg. R-50

This item had been tickled for the June meeting; however, Dan Piwetz reported that he, Bob Rose, and Bobby Sowders had gone to R-50 the next day after the last meeting. He stated that they were installing some flanges.

Jack McClain reported that all of the filters have been furnished with overflows except #5.

TICKLE FOR MAY MEETING.

7. R-50 High Tank Overflow

Jack McClain asked if there had been any recent overflows. Dan Piwetz replied that he had not heard of any recently and had not heard of any since last October; however, he had been on 10-week vacation from November to January and hasn't heard of any occasions.

Mr. McClain reported that Randy Attaway had checked into this and was working on the problem. He stated that he had asked Hiram Cooper to check this out with Paz Morales and John Kinder and John could not remember when it had overflowed last. Jack said he really doesn't feel we have any problem at this time.

Dan Piwetz said he felt there should be some type of alarm system for anyone working in this area. He said that he had talked with Dwain Holmes and that Dwain has figured out an alarm system that will go off about one minute before the overflow.

There was considerable discussion between Jack and Dan with Jack not wantint to put in an alarm system and Dan feeling there should be some type of system.

Bob Rose suggested that he and Dan would get together on this and reanalyze the situation.

Bob Rose said that he did not receive any items to be considered for new business and asked Dan if he had anything to bring up, to which Dan said nothing had been presented to him.

At this point, Ralph Leist stated that he wanted to make a comment on the new boots they have been testing in Chlor-Alkali. He said the yellow boots he and Johnny Palmer had been wearing was the right boots for him.

Bob Rose asked if he had surveyed any of the other people in Chlor-Alkali about how they felt about the boots. Ralph replied he hadn't ask anyone because the boots were yellow, but as far as he was concerned they didn't make your feet tired. He stated he had doubled over and in the 16 hours, his feet did not get tired.

Dr. Jones inquired as to whether these were half size boots but was informed that we were still unable to get the half size boots.

Bob Rose requested that Ralph ask all of the employees in the department how they felt about the boots as we would like to have this information.

Ralph Leist asked what we were going to do about the mask problem. Dr. Jones said that we now have four different suppliers and that we will get as many as we can that are NIOSH approved.

Bob Rose then went over the serious injury statistics and the Awards Program. The meeting adjourned at 3:45 PM.

R. M. ROSE/DOTTY KOLODZEY

dk

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
DR. M. F. JONES
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. R. L. PRUITT
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. J. D. DeLEON
MR. C. C. DOUGLAS

February 9, 1977

RE: OPERATIONS' SAFETY COMMITTEE MEETING

The above captioned committee is scheduled for the monthly meeting in the Main Conference Room in Building #1, at 3:00 PM, WEDNESDAY, FEBRUARY 16, 1977.

R. M. ROSE

dk

ALCOA

Feb. 22, 1977

UNION'S SAFETY COMMITTEEMEN

Bobby Sowders	-	Chairman
Frank Kaspar	-	62-156
Ralph Leist	-	88-003
Ted Matocha	-	28-006
Daniel Piwetz	-	26-040
Joe Resendez	-	5-223
George Rozner	-	20-020

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. G. B. SCOTT
MR. F. A. SHARKEY
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. W. H. FLOYD
DR. M. F. JONES
MR. R. E. PODHORA
MR. N. W. NEELEY
MR. F. A. CARTER
MR. C. C. DOUGLAS
MR. R. A. ALEXANDER
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. L. PRUITT
MR. G. E. ROZNER

February 25, 1977

RE: OPERATIONS' SAFETY COMMITTEE MEETING MINUTES - FEBRUARY 16, 1977

PRESENT: J. K. McClain, Fred Carter (for Mr. F. J. Mabry), H. Floyd, Dr. M. F. Jones, Rudy Podhora, N. W. Neeley, Bobby Sowders, Frank Kaspar, Ted Matocha, Clyde Douglas, Dick Alexander, George Rozner, and Bob Rose.

ABSENT: F. A. Sharkey, F. J. Mabry, Joe Resendez, R. O. Leist, and Russell Pruitt.

Bob Rose called the meeting to order and asked for any comments on the previous minutes. Since there were none, the minutes were approved.

Bobby Sowders asked Bob to introduce the newest member of the Committee. Bob then introduced George E. Rozner of the Electrical Department who is replacing Jesse D. DeLeon.

OLD BUSINESS

1. Build-up of Scale in R-50

Jack McClain stated that this has been completed.

DELETE FROM THE AGENDA.

2. Masks for Chlor-Alkali Fitting Improperly

Rudy Podhora gave a report on this. He had held a meeting with the present manufacturer. There are only five (5) companies that make the masks that are NIOSH approved which are: M.S.A., Willson, Welsch, our present vendor which is Scott Aviation Corporation, and Safeline, which is manufactured by American Optical Company; therefore, there are actually only four (4) companies that manufacture the NIOSH approved masks. Presently two of the Willson masks are being evaluated by Ralph Leist and J. D. Greenawalt. One of the disagreeable things on this mask is the chin cuff. We still have the old Scott-Acme line but we have some people they don't fit as well as they would like.

We have not heard anything since the meeting, but we have had some discussions with American Optical and have issued a SF-225 for Stores to put in R-53 cartridges which is replacing the R-93 cartridges which American Optical has discontinued manufacturing.

DELETE FROM AGENDA. (Bobby Sowders & Bob Rose to be kept informed.)

3. Tires on Heavy Equipment in Civil Maintenance Causing a Hazard

Ted Matocha got together with Chase Phillips and he demonstrated the difference between the tires that were injected with the urethane material and those that were not. Ted said he also went to the Garage and talked with the mechanics. Bob Rose related that he, too, had met with Chase on this matter and they measured the tires and there wasn't any difference. Bob asked Ted if he had received any more complaints and Ted replied, "Yes, but only during rainy weather." Bobby Sowders inquired if the problem was that they slipped on wet pavement? Ted answered that they also complained that the trucks ride rough and there is lots of vibration.

Bobby Sowders suggested that we have the drivers slow down. Bob Rose stated that the roads have been in pretty bad shape, and this has also probably caused some of the complaints.

It was agreed that Bobby Sowders and Bob Rose would go out on the trucks the next time we have heavy rain.

IT WAS DECIDED TO LEAVE THIS ITEM ON THE AGENDA UNTIL THE NEXT MEETING.

4. Jumping or Interlocking Conveyor Belts

Clyde Douglas reported that they had discussed the situation with the men of the department. They all agreed that at no time do we jump an interlock which kicks out the safety belt. We would not continue to do this as long as there was any safety problem involved. The Shift Foreman has to determine whether he wants to do this or not. If so, the Shift Foreman would put a man at the gate of the entry. He would be there when #1 conveyor would stop. There is no one exposed. We do not at any time do interlock which would cause a safety belt to be inoperative. The alarm was out of order when this came up but is presently working. We put the warning alarms on about three (3) years ago. At the present time, Clyde feels the problem is solved.

Jack McClain stated that we have to stay on top of this and at least keep it to a minimum. It's the supervisors responsibility to see that nothing is done that is unsafe.

George Rozner said he felt electricians should be there to do the work.

Clyde Douglas replied that we don't want any of our people going into the electrical panels.

THIS ITEM IS TO BE DELETED FROM THE AGENDA.

5. Hazard in Chlor-Alkali

Fred Carter reported that the instrument lines hanging onto the beams had already been corrected before Frank Mabry returned from the last Operations' Safety Committee meeting. This hazard has been resolved.

DELETE FROM THE AGENDA.

6. Cotton Clothes for Electrode Crews and Tappers

Dick Alexander reported that we have ordered some cotton clothing and stated that we need to get with the group when it comes in and discuss it further. He stated that they were also working on obtaining some fire resistant clothing.

Bobby Sowders stated that we would have a problem getting the men to wear "Long Johns."

Bob Rose then gave the Disabling and Serious Injury data to the hourly men. The meeting adjourned at 3:45 PM.

R. M. ROSE/DOTTY KOLODZEY

dk

FROM: R. M. ROSE
SAFETY DEPARTMENT

TO: MR. G. B. SCOTT
MR. R. A. ALEXANDER
MR. F. J. MABRY
MR. J. K. McClain
MR. W. H. FLOYD
DR. M. F. JONES
MR. N. W. NEELEY
MR. C. C. DOUGLAS
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. G. E. ROZNER
MR. D. R. PIWETZ

77-07-08

RE: OPERATIONS SAFETY COMMITTEE MEETING MINUTES - JUNE 15, 1977

PRESENT: Messrs. R. A. Alexander, F. J. Mabry, J. K. McClain, W. H. Floyd, C. C. Douglas, B. J. Sowders, F. W. Kaspar, Joe Resendez, D. R. Piwetz, and Bob Rose.

ABSENT: Messrs. N. W. Neeley, T. J. Matocha, R. O. Leist, G. E. Rozner, and Dr. M. F. Jones.

Bob Rose stated that we have had some difficult problems getting the Committee minutes out shortly after the meeting. This has been due in part to revisions being made to the Safety Rules book and other top priority jobs. He then asked if there were any corrections to the minutes. Dan Piwetz stated that the word "first" under Item No. 3 (R-50 High Tank Overflow) under Old Business should have read Shift. Everyone changed their minutes accordingly.

OLD BUSINESS

1. Tires on Heavy Equipment in Civil Maintenance Causing a Hazard

Bob Rose stated that this morning would have been a good morning for this project since we had the heavy rains; however, the weather forecast is for more of the same, so they will try it in the morning (6/16). He and Bobby Sowders will go to Civil Maintenance and let Bobby drive a piece of the heavy equipment that has the tires filled with urethane material.

2. R-50 High Tank Overflow

Jack McClain said that he had Paz and John Kinder meet with Dan Piwetz this morning. Dan stated that Paz and John had told him that they planned to caustic wash the scale from the lines and by so doing, this would free up the restrictions presently in the lines that is causing the overflow. Mr. McClain stated that he felt this was the best solution for the present and that putting alarms on are not all that good - these can malfunction too. He stated that he was concerned about the problem but that he was still in disagreement with putting in an alarm system - he didn't feel that this is what he wanted to do about the problem right now.

Dan Piwetz stated that the operators are down under the tanks working all of the time. Bobby Sowders inquired as to whether they worked there several hours at a time or were they there for only short periods. Dan replied that they are down there every day - it could be from two (2) hours to maybe just fifteen (15) minutes.

Mr. McClain stated that we were having problems with our secondaries. The alarm system would not work so we got the system to working but we put in a long section of pipe to solve the problem. The main thing is that we get the packing system cleaned up. We recognized there was a problem and we fixed it.

Bobby Sowders stated that it was not their intention of telling us why or how we should put in an alarm system, but just wanted us to be aware of the problem.

Mr. McClain stated that at this point in time, we couldn't say that putting in an alarm system would solve the problem.

Dan Piwetz asked Jack if he had ever seen the plan he (Dan) had made for the overflow- it's an emergency overflow pipe.

Bob Rose stated that this is something that should be turned over to Walter Pou but knowing that Walter was leaving, he inquired of "H" Floyd as to who was taking Walt's place. "H" stated that John Samson was replacing Walter.

Bobby Sowders asked how many times this had happened - the overflow. Dan Piwetz answered once for sure and three times probably. Bobby then suggested that we let Jack McClain work on it; however, he then asked Jack if he was making any effort to get word to the people working down there. Jack replied that we will probably be taking a kiln out next week and go into the overflow line and we are going to go in there with caustic to see if this will do the trick. He further stated that it was true that we had two overflows in February when we had a bunch of kilns on.

TICKLE FOR AUGUST MEETING per Bob Rose.

3. <u>R-35 Lunchroom</u>

Bob Rose stated that he and Dan took a trip out there and found that the place was pretty filthy. The guys were concerned that there were too many people eating in there at one time. We checked to see if they were getting janitor service but they were only servicing the R-35 Maintenance Lunch Room. There are some small changes that we can put in - something to scrape their boots off, and getting a water faucet. I have not heard any more complaints since our trip, but would like for Dan to check into this.

Bob Rose requested that when these new lunch rooms are put into service that he be notified so that he can get with Vic Jendry and make sure they are put on the schedule for cleaning.

LEAVE ON AGENDA AND BOB ROSE AND BOBBY SOWDERS WILL CHECK THIS OUT.

NEW BUSINESS

1. Change in Schedule of Meeting

Bob Rose stated that he would like to make a proposal to move this Committee meeting to the second Wednesday of every month instead of the third Wednesday. He stated that this was due to a change in the Executive Safety Committee schedule which has moved to the third Wednesday in each month. He felt that it would be better if this Committee met before the Executive Safety Committee did so there would be more input into the E.S.C. meetings. Since there was no dissention with this proposal, the next meeting will be held JULY 13.

2. Dust Problems in R-15 & R-16

Jack McClain mentioned that he would like to talk with Bobby about dust problems in R-15 & 16 before we go into negotiations with a bunch of people. He said that there are a lot of times when we are above the OSHA standards and then there are problems at other times. Bobby Sowders replied that the reason it was brought up was that we thought nothing was being done - nobody was doing anything other than providing masks.

3. Dust Problems in the Potrooms

Joe Resendez said there was also a dust problem in the Potrooms, particularly in "A" Passageway. Joe mentioned they were having troubles with some of the materials that are being added to pots, especially on the evening shift - he said there were two weeks that reclaimed potlining was being used and this is what was causing the problem. Dick Alexander said that the reclaimed potlinging is quite dusty and that it is a soda ash and it will cause the pots to boil. Joe replied that he thought they were adding too much at one time. He also mentioned that there were some spike pullers that they had been having problems with. Dick Alexander replied that we are trying to change the controls but this takes time. There are just so many Maintenance people to do the work but when you have a breakdown, then they have to be pulled off. Bobby said that he would like to get with Joe and look at the Potrooms.

Jack McClain stated he thought that they should look at the areas that we have particularly mentioned. He said there was another area with this problem, that being ship holds. He felt the dust problems were a lot better than they used to be.

Bobby said that he would get with Jack McClain the next week and said that he would like to go to the Potrooms on Tuesday morning since Joe was working 12-8. He further informed Mr. McClain that he would get with him the next week also but it would be on Thursday afternoon.

4. Water in Tunnels in Raw Materials

Frank Kaspar informed the Committee that they had a problem with water in the tunnels this morning in Raw Materials. Clyde Douglas stated that he was aware of this and that he had talked with Left McKenney about getting some sump pumps down there. He said the problem this morning was something else. Due to the heavy rains of yesterday, water had been running down into the tunnels. Clyde said he had asked Leroy Smith to patch the wall so the water would not run in.

5. Pipe Rupture in R-84

Dan Piwetz said that he wanted to mention a deal that happened last Thursday - a supervisor on shift work went up and changed out a section of pipe in R-84 and after he changed it, he left there and the thing ruptured. He said he was just wondering if anything has been said about it. The supervisor put the wrong type of hose on. "H" Floyd said he would check into this and would talk with his supervisor.

6. General Complaints

Bobby Sowders stated that he has a grievance that he did not bring with him that had been signed by Welders, Millwrights, and Pipefitters. He said that this was more of a general grievance but that one item was a complaint about the removal of the lunch wagon; another was about some of the changes being made out in the plant; and he said some of the men were complaining about the foremen harassing them about safety.

Jack McClain inquired if this was all crafts. "H" Floyd replied that the problem was that there was no hourly men sitting in on safety rules. Bobby said they were also having to take their coffee breaks out in the field. "H" said that he has talked with his supervisors and they are going to get word back to the men.

Bob Rose asked Bobby Sowders to try to find out just what the problem was. "H" stated that they were going to have to break it down into specific items. He further stated that another item in this grievance pertained to Employee Sales.

Bobby said that the foremen were using safety as a matter of harassment to which Jack McClain replied that the supervisor is the last guy in the line and the heat is on him. We have certainly been putting the heat on our guys to get safety rules followed and I don't think we are letting violations go through without disciplinary action. I am getting the pressure on me also when we go out on these safety inspections. At this point, "H" asked Bobby to check this grievance out because he got one impression and Bobby got another.

Bob Rose stated that this past week he found that Burke, who was documented as a Serious Injury, had been done so in error. He said that it was his understanding at the time of the tuft fracture that he had received stitches when, in fact, he was only given butterfly patches.

The meeting adjourned at 4:00 PM.

Vat room Spike puller

R. M. ROSE/DOTTY KOLODZEY

dk

FROM R. M. ROSE
SAFETY DEPARTMENT

TO MR. R. A. ALEXANDER
MR. C. C. DOUGLAS
MR. W. H. FLOYD
DR. M. F. JONES
MR. F. J. MABRY
MR. J. K. McCLAIN
MR. N. W. NEELEY
MR. F. W. KASPAR
MR. R. O. LEIST
MR. T. J. MATOCHA
MR. D. R. PIWETZ
MR. JOE RESENDEZ
MR. G. E. ROZNER
MR. B. J. SOWDERS

1977, July 8

RE: OPERATIONS' SAFETY COMMITTEE MEETING

This Committee will meet 1977, July 13 (Wednesday) at 3:00 PM in Conference Room A (upstairs and down the hall from First Aid).

Minutes of last month's meeting are enclosed with this notice.

R. M. ROSE

dk

Info copy for Mr. G. B. Scott

ALCOA

FROM: R. M. ROSE
SAFETY DEPARTMENT

TO: MR. G. B. SCOTT
MR. R. A. ALEXANDER
MR. F. J. MABRY
MR. J. K. McClain
MR. W. H. FLOYD
DR. M. F. JONES
MR. N. W. NEELEY
MR. C. C. DOUGLAS
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. G. E. ROZNER
MR. D. R. PIWETZ

77-07-08

RE: OPERATIONS SAFETY COMMITTEE MEETING MINUTES - JUNE 15, 1977

PRESENT: Messrs. R. A. Alexander, F. J. Mabry, J. K. McClain, W. H. Floyd, C. C. Douglas, B. J. Sowders, F. W. Kaspar, Joe Resendez, D. R. Piwetz, and Bob Rose.

ABSENT: Messrs. N. W. Neeley, T. J. Matocha, R. O. Leist, G. E. Rozner, and Dr. M. F. Jones.

Bob Rose stated that we have had some difficult problems getting the Committee minutes out shortly after the meeting. This has been due in part to revisions being made to the Safety Rules book and other top priority jobs. He then asked if there were any corrections to the minutes. Dan Piwetz stated that the word "first" under Item No. 3 (R-50 High Tank Overflow) under Old Business should have read Shift. Everyone changed their minutes accordingly.

OLD BUSINESS

1. Tires on Heavy Equipment in Civil Maintenance Causing a Hazard

Bob Rose stated that this morning would have been a good morning for this project since we had the heavy rains; however, the weather forecast is for more of the same, so they will try it in the morning (6/16). He and Bobby Sowders will go to Civil Maintenance and let Bobby drive a piece of the heavy equipment that has the tires filled with urethane material.

2. R-50 High Tank Overflow

Jack McClain said that he had Paz and John Kinder meet with Dan Piwetz this morning. Dan stated that Paz and John had told him that they planned to caustic wash the scale from the lines and by so doing, this would free up the restrictions presently in the lines that is causing the overflow. Mr. McClain stated that he felt this was the best solution for the present and that putting alarms on are not all that good - these can malfunction too. He stated that he was concerned about the problem but that he was still in disagreement with putting in an alarm system - he didn't feel that this is what he wanted to do about the problem right now.

Dan Piwetz stated that the operators are down under the tanks working all of the time. Bobby Sowders inquired as to whether they worked there several hours at a time or were they there for only short periods. Dan replied that they are down there every day - it could be from two (2) hours to maybe just fifteen (15) minutes.

Mr. McClain stated that we were having problems with our secondaries. The alarm system would not work so we got the system to working but we put in a long section of pipe to solve the problem. The main thing is that we get the packing system cleaned up. We recognized there was a problem and we fixed it.

Bobby Sowders stated that it was not their intention of telling us why or how we should put in an alarm system, but just wanted us to be aware of the problem.

Mr. McClain stated that at this point in time, we couldn't say that putting in an alarm system would solve the problem.

Dan Piwetz asked Jack if he had ever seen the plan he (Dan) had made for the overflow- it's an emergency overflow pipe.

Bob Rose stated that this is something that should be turned over to Walter Pou but knowing that Walter was leaving, he inquired of "H" Floyd as to who was taking Walt's place. "H" stated that John Samson was replacing Walter.

Bobby Sowders asked how many times this had happened - the overflow. Dan Piwetz answered once for sure and three times probably. Bobby then suggested that we let Jack McClain work on it; however, he then asked Jack if he was making any effort to get word to the people working down there. Jack replied that we will probably be taking a kiln out next week and go into the overflow line and we are going to go in there with caustic to see if this will do the trick. He further stated that it was true that we had two overflows in February when we had a bunch of kilns on.

TICKLE FOR AUGUST MEETING per Bob Rose.

3. <u>R-35 Lunchroom</u>

Bob Rose stated that he and Dan took a trip out there and found that the place was pretty filthy. The guys were concerned that there were too many people eating in there at one time. We checked to see if they were getting janitor service but they were only servicing the R-35 Maintenance Lunch Room. There are some small changes that we can put in - something to scrape their boots off, and getting a water faucet. I have not heard any more complaints since our trip, but would like for Dan to check into this.

Bob Rose requested that when these new lunch rooms are put into service that he be notified so that he can get with Vic Jendry and make sure they are put on the schedule for cleaning.

LEAVE ON AGENDA AND BOB ROSE AND BOBBY SOWDERS WILL CHECK THIS OUT.

NEW BUSINESS

1. Change in Schedule of Meeting

Bob Rose stated that he would like to make a proposal to move this Committee meeting to the second Wednesday of every month instead of the third Wednesday. He stated that this was due to a change in the Executive Safety Committee schedule which has moved to the third Wednesday in each month. He felt that it would be better if this Committee met before the Executive Safety Committee did so there would be more input into the E.S.C. meetings. Since there was no dissention with this proposal, the next meeting will be held JULY 13.

2. Dust Problems in R-15 & R-16

Jack McClain mentioned that he would like to talk with Bobby about dust problems in R-15 & 16 before we go into negotiations with a bunch of people. He said that there are a lot of times when we are above the OSHA standards and then there are problems at other times. Bobby Sowders replied that the reason it was brought up was that we thought nothing was being done - nobody was doing anything other than providing masks.

3. Dust Problems in the Potrooms

Joe Resendez said there was also a dust problem in the Potrooms, particularly in "A" Passageway. Joe mentioned they were having troubles with some of the materials that are being added to pots, especially on the evening shift - he said there were two weeks that reclaimed potlining was being used and this is what was causing the problem. Dick Alexander said that the reclaimed potlinging is quite dusty and that it is a soda ash and it will cause the pots to boil. Joe replied that he thought they were adding too much at one time. He also mentioned that there were some spike pullers that they had been having problems with. Dick Alexander replied that we are trying to change the controls but this takes time. There are just so many Maintenance people to do the work but when you have a breakdown, then they have to be pulled off. Bobby said that he would like to get with Joe and look at the Potrooms.

Jack McClain stated he thought that they should look at the areas that we have particularly mentioned. He said there was another area with this problem, that being ship holds. He felt the dust problems were a lot better than they used to be.

Bobby said that he would get with Jack McClain the next week and said that he would like to go to the Potrooms on Tuesday morning since Joe was working 12-8. He further informed Mr. McClain that he would get with him the next week also but it would be on Thursday afternoon.

4. Water in Tunnels in Raw Materials

Frank Kaspar informed the Committee that they had a problem with water in the tunnels this morning in Raw Materials. Clyde Douglas stated that he was aware of this and that he had talked with Left McKenney about getting some sump pumps down there. He said the problem this morning was something else. Due to the heavy rains of yesterday, water had been running down into the tunnels. Clyde said he had asked Leroy Smith to patch the wall so the water would not run in.

5. Pipe Rupture in R-84

Dan Piwetz said that he wanted to mention a deal that happened last Thursday - a supervisor on shift work went up and changed out a section of pipe in R-84 and after he changed it, he left there and the thing ruptured. He said he was just wondering if anything has been said about it. The supervisor put the wrong type of hose on. "H" Floyd said he would check into this and would talk with his supervisor.

6. General Complaints

Bobby Sowders stated that he has a grievance that he did not bring with him that had been signed by Welders, Millwrights, and Pipefitters. He said that this was more of a general grievance but that one item was a complaint about the removal of the lunch wagon; another was about some of the changes being made out in the plant; and he said some of the men were complaining about the foremen harassing them about safety.

Jack McClain inquired if this was all crafts. "H" Floyd replied that the problem was that there was no hourly men sitting in on safety rules. Bobby said they were also having to take their coffee breaks out in the field. "H" said that he has talked with his supervisors and they are going to get word back to the men.

Bob Rose asked Bobby Sowders to try to find out just what the problem was. "H" stated that they were going to have to break it down into specific items. He further stated that another item in this grievance pertained to Employee Sales.

Bobby said that the foremen were using safety as a matter of harassment to which Jack McClain replied that the supervisor is the last guy in the line and the heat is on him. We have certainly been putting the heat on our guys to get safety rules followed and I don't think we are letting violations go through without disciplinary action. I am getting the pressure on me also when we go out on these safety inspections. At this point, "H" asked Bobby to check this grievance out because he got one impression and Bobby got another.

Bob Rose stated that this past week he found that Burke, who was documented as a Serious Injury, had been done so in error. He said that it was his understanding at the time of the tuft fracture that he had received stitches when, in fact, he was only given butterfly patches.

The meeting adjourned at 4:00 PM.

R. M. ROSE/DOTTY KOLODZEY

dk

FROM: R. M. ROSE

SAFETY DEPARTMENT

77-08-16

TO: MR. G. B. SCOTT
MR. R. A. ALEXANDER
MR. F. J. MABRY
MR. J. K. McCLAIN - Cooper
MR. W. H. FLOYD
DR. M. F. JONES
MR. N. W. NEELEY
MR. C. C. DOUGLAS
MR. B. J. SOWDERS
MR. F. W. KASPAR
MR. T. J. MATOCHA
MR. JOE RESENDEZ
MR. R. O. LEIST
MR. G. E. ROZNER
MR. D. R. PIWETZ
MR. R. E. Podhora

RE: OPERATIONS SAFETY COMMITTEE MEETING MINUTES - AUGUST 10, 1977

PRESENT: Messrs. Jack McClain, Clyde Douglas, M. F. Jones, M. D., W. H. Floyd, Ted Matocha, B. J. Sowders, Norman Lubbers, D. R. Piwetz, F. W. Kaspar, G. E. Rozner, Kenneth Dolezal and R. M. Rose.

ABSENT: Messrs. N. W. Neeley, R. A. Alexander, and F. J. Mabry.

Walkway between kilns and furnaces R-84 - this project is in Engineering. Platforms are being proposed and the Shop Order has been written and approved. R. M. Rose will check and get back with Bobby Sowders on estimated date of completion.

Piwetz suggested taking grease lines and running them to the outside. They are now in among the equipment and when the HF gas escapes from kiln, it is hard to get out. It was stated that the oilers are not the only ones working in that area. H. Floyd will check on Mr. Piwetz's recommendation and get back with the group.

Checking out cubicles in Chlor-Alkali - Johnny Palmer stated they have erected everything and they are in operation. Bob Rose will get with Ralph Leist and check out to see if satisfied with the correction.

OLD BUSINESS

1. Tires on Heavy Equipment in Civil Maintenance Causing a Hazard

   R. M. Rose and Bobby Sowders will talk to drivers next week.

2. R-50 High Tank Overflow

   Piwetz stated that caustic washing is almost completed. Jack McClain indicated that two kilns are now on. Will be in use in probably three weeks. R. M. Rose commented that it would be observed and results reported during the next meeting.

3. Dust Problems

Dr. Jones stated that Monday and Tuesday a group from Pittsburgh are coming in and we will make an effort to meet the promises made at the negotiations concerning dust problems. The group will be made up of Dr. B. D. Dinman, and Mr. T. B. Bonney from Alcoa's Corporate Office and Mr. Marco Vestich representing International Steel Workers. We will be sending a schedule to all concerned. The representatives plan to arrive at 8:30 Monday morning and spend one half hour in the model room acquainting Mr. Vestich with the plant layout.

There has been a plant tour scheduled before lunch. Would like to get together and discuss the way we handle our Safety Meetings. Dr. Jones inquired if the union people would like to meet with Mr. Vestich alone. Bobby Sowders stated as far as he was concerned it was not necessary. Bobby Sowders said he could not foresee talking to Mr. Vestich alone unless Mr. Vestich wanted to talk to the union people alone--but that Sowders preferred to hold the discussion with both the company and the union.

Bobby Sowders indicated that the group were here primarily for discussion of the dust problems. Sowders commented that no mention should be made of problems that we could take care of at this location.

Jack McClain requested that we review the things we have done. The problem has been with the Jamaican bauxite. Tell them we do not anticipate getting Jamaican bauxite. We have put the cool hats on the dozer operators. We are now getting a lighter cool hat for the people working in the tunnels. We should have one of these hats to demonstrate to Messrs. Bonney and Vestich and Dr. Dinman.

Mr. McClain states he is still concerned about the dust in ships holds.

Frank Kaspar stated that we still have a problem in 25.

McClain stated that we have done a lot of work to line up and get the chutes to seal properly. He does not really feel we have an Industrial Hygiene dust problem with regard to the atmosphere in R25. We need to up date where we stand.

Bobby Sowders stated that he has explained over the years that we have had problems at times in the R-15 and R-16, in the ships, and in the Smelting area when using the fines. Of course most of the complaints come at a time when the conditions are bad. There have been times when you cannot see. He did not feel that there was enough being done. The only action that was taken was: (1) Move man away from the tripper; and (2) Cool hats. He further stated that he thinks we need to run tests. Either the condition is right or wrong and only a test can show the results. If the condition does not meet OSHA standards, then we need to get it right. There was a time when it got very dusty--Dominican bauxite--and you said you would take care of it and I don't know if you have or not. When dust is excessive, we need hats or need to get out of the area.

Dr. Jones stated we will be routinely sampling different areas in the plant on a regular basis. He further said that we would be getting better numbers within the next year. We should not take the numbers only during the worst conditions, but also under regular, daily operation.

Jack McClain stated that the problem needs to be brought to his attention. However, we areoperating under the impression that we do not have a problem. If we do have a problem, we would like to hear about it.

Dr. Jones stated that Leroy did quite a bit of work sampling on top of R25. He did not have a lot of information on tunnels. He stated that we were below the limit most of the time, but sometimes we went over.

Sowders indicated that the problem will not stand still--it will be okay one day and bad the next. Must find out what we are dealing with.

Dr. Jones stated that most of the time it is not bad.

Clyde Douglas did not recall any problems in the tunnels except once during the past year. The real problem was the monohydrate we were receiving from a customer which we have terminated and therefore relieved us of that problem.

Bobby Sowders stated that his idea was to start monitoring and come up with dates and numbers.

Jack McClain stated that he thought planned sampling--specifying the type bauxite--dust concentration and the type of bauxite, Suriname, Boke' or Dominican. He stated that he thinks this type of sampling would be more meaningful. We need to set up a system to do random sampling. We can plan sampling to get some history. We should get Leroy's sampling organized. He further requested that we get Leroy over before Monday to do some sampling so we will know what we are talking about. We now have two mills on Suriname and two on Boke'. We can move on the Dominican to sample and move over on some other, sampling dust during the operation in R21 and top of R25.

Bobby Sowders stated we need to sample the potrooms when they are using fines.

R. M. Rose requested that a sampler be put on the potmen.

Jack McClain suggested that we go back through the minutes and tabulate for the past two years and review with them what has been done by the operations safety committee.

Dr. Jones stated that we feel Vestich will want to go on a plant tour. Bobby Sowders will accompany. Will start in the Raw Materials area and follow flow of materials. Members of the operations safety committee will be present in his respective area.

Tuesday morning between 9:00 and 10:00 a.m. we will sit down and discuss things that happened on Monday. There will be a wrap-up meeting with the members attending.

Dinner scheduled for Fannie's Restaurant, Magnolia Beach at 6:00 p.m., August 15, 1977. B. D. Dinman, M. D., Tom Bonney, Marco Vestich, R. M. Rose, Rudy Podhora, M. F. Jones, M. D., Bobby Sowders, Frank Kaspar and Ralph Leist will attend.

4. Spike Puller Problem in Potrooms - R. M. Rose stated that a program is going on one room at a time. We have changed out the hydraulic controls in three or four potrooms.

Mr. Rose checked with Mr. Hutchins after the meeting and found four potrooms had been completed and a completion date for eight potrooms is August 22, 1977.

Ken Dolezal stated that the complaints now are much fewer than they have been.

NEW BUSINESS

1. R-55 Shut down unit to allow sufficient cooling of vessels before entering.

Jack McClain indicated we are going to give 20 hours more cooling time. Piwetz asked the question if this would apply to emergency shutdowns also. Jack McClain indicated that it did not. We are bringing the vessel down a month ahead of time in many cases and keying in to an overhaul. For the emergency--you have to look at the situation.

Piwetz stated that the last shut down to work on the dryer was shut down at 6:00 and at 8:00 they went in to work on it.

Jack McClain stated that air cooling on the dryer is not bad, if it is the vessel it takes a long time to cool. He stated he would get back with Piwetz.

2. R-84 Control Room -- When there is a west or southwest wind, HF fumes are getting into the control room.

Lubbers stated you may get fumes in the control room if the unit went out on back pressure and the fumes come in the door. The office is air-conditioned. Bobby Sowders commented that Chile Remer said fumes had stayed in the control room for two or three hours. If fumes are at the door, they will get in, but they cannot get out. We need some way to get this back out once they get in the building. Dr. Jones suggested a charcoal filter to take care of the HF fumes. R. M. Rose and Bobby Sowders will go down next week and look at the situation.

3. Piwetz stated that an employee said Civil Maintenance was at R-35 with a water blaster hooked up to the safety shower. Had taken the nozzle off the shower head and hooked up to the safety shower. They were connecting into the potable water line or water fountains in some areas.

Jack McClain commented there is a need to have a connection to the potable water system that supplies the safety shower. The main concern is not to connect to process lines. We should come up with an engineering standard that will allow a connection in the water system that has a check valve and a hose connection for a garden hose--a hose bib that would take a garden hose. We need fresh water with no fitting to hook to a process line.

H. Floyd stated that we are going to look at something other than a check valve. It would have an unusual connection so as not to be able to tie into a process line. He is obtaining a list of where we need connections.

The meeting adjourned.

R. M. ROSE

mg:sr

FROM: R. M. ROSE

TO: Mr. G. B. Scott
Mr. R. A. Alexander
Mr. F. J. Mabry
Mr. J. K. McClain
Mr. W. H. Floyd
Dr. M. F. Jones
Mr. N. W. Neeley
Mr. C. C. Douglas
Mr. B. J. Sowders
Mr. F. W. Kaspar
Mr. T. J. Matocha
Mr. Joe Resendez
Mr. R. O. Leist
Mr. G. E. Rozner
Mr. R. D. Piwetz
Mr. R. E. Podhora

1977 October 11

Attached is a copy of the minutes for the Operations Safety Committee Meeting held in the Conference Room of ~~Building 1~~ on September ~~21~~, 1977.

R. M. ROSE

RMR/mg

OPERATIONS SAFETY COMMITTEE MEETING - SEPTEMBER 21, 1977

The following correction to Page 4, Item 4, Spike Puller Problem Completion date for eight potrooms should read SEPTEMBER 22, 1977.

OLD BUSINESS

1. Walkway between kilns and furnaces R-84 - F. J. Mabry stated that fabrication is nearing completion and installation will be scheduled. No installation date could be given at this time. Delete

2. Checking out cubicles in Chlor-Alkali - Rectifier is working. This item deleted from business.

3. Tires on Heavy Equipment in Civil Maintenance Causing a Hazard - It was agreed that trucks could be operated at a speed so as to be safe. Delete this item from business.

4. R-50 High Tank Overflow - Hiram Cooper stated that the high tanks, the overflow rings and high lines have been cleaned. We have had two high tanks in service for the last two weeks with no overflow. It was agreed to delete this item and bring it back up if necessary.

5. Dust Problems - Messrs. Dinman, Bonney and Marco Vestich visited the plant concerning dusting. Group toured the plant and it was decided there was some dusting in the area. Since that time, we have had a MESA inspector at the plant who took samples noise as well as dust. Sampling was done in the raw materials department and in alumina loading areas. As soon as the results are available, we will talk more about this item.

4. Spike Puller Problems in Potrooms - Dick Alexander stated that we are generally on schedule. Target for completion is September 22. He further stated that an improperly designed check valve had given them a problem. We are trying to find a different kind of check valve. The rubber grommet is not sealing properly.

5. R-55 - Sufficient cooling of vessels before entering - Dan Piwetz is satisfied with results - Delete from business.

6. R-84 Control Room - HF Fumes - F. J. Mabry stated that the problem is a premature failure of seals. The ears on seal rings and pistons that hold against the face are defective. Kiln No. 3 was shut down and the seal was replaced. It has been in service for only one month; however, it was not working properly. The control room door is located just above the kiln and when we have a prevailing wind--the fumes are carried right in where the operator stays.

Bobby Sowders requested that a letter be posted so that the operators would know what to do. F. J. Mabry stated that supervision had been instructed -- but he would make sure the operators were informed.

F. J. Mabry further stated the the conversion program is a lengthy one which must be engineered in this plant--cannot just go out and buy a filter to solve the problem.

7. Potable Fittings on Potable Lines - H. Floyd indicated that it is okay to have a fitting as long as it can not be hooked up to a process line. Civil Maintenance will give us a list that covers 60 locations for them to hook up to. As soon as the drawing is approved we will start installation.

NEW BUSINESS

1. Safety Eye Wash and Showers - Bobby Sowders brought up the fact that there was a need for a standardized procedure--perhaps to put the handles on the same side each time. Sometimes they are hidden behind an I beam which makes them difficult to get to. There are times when an eye wash is needed when the victim cannot see at all; however if the handles were installed on the same side each time--at the same level--he could manage to get by without being able to see well.

   H. Floyd indicated that we had tried to standardize; however, there is still some work to be done.

2. Wooden beams under Cell Floor - Ralph Leist commented that the wooden beams that are used for bracing under the cell floor have become broken and are deteriorating.

   Frank Mabry indicated that some are drying out and shrinking. He further indicated that H. Floyd will take care of the problem.

3. Chain Falls - Dan Piwetz stated that a pipefitter reported that chain falls used on maximum load would not hold and on a minimum load, it free wheels.

   H. Floyd indicated that the hangers had become broken. He has requested that pipe hangers should be checked to see that they are in good condition and not rusted into. He does not think we would have caught it on inspection.

DELETE

R. M. ROSE

RMR/mg

File

OPERATIONS SAFETY COMMITTEE MEETING - OCTOBER, 12, 1977

Present: R. A. Alexander, Fred Carter, M. F. Jones, Ted Matocha, Clyde Douglas Frank Leist, H. Floyd, F. W. Kaspar, Bobby Sowders, Dan Piwetz and R. M. Rose

OLD BUSINESS

1. Walkway between kilns and furnaces R-84-H. H. Floyd stated that installation is completed - Delete from agenda.

2. Dust Problems - Messrs. Rudy Guilloud, Dick Cook and Warren Wentzel spent a full week at Point Comfort looking over the area. No easy solution to the problem. We are going to try dust suppressants--have tried one but this has not been successful. We are also collecting data for design of a dust collection system. We have contacted Mobile to see if we could go to high moisture bauxites. It will take about three months to complete testing on dust suppressants.

   Frank Kaspar brought up the fact that they have been cut to one man in the tunnels.

   Bobby Sowders stated that when we were using two men--one man did not have to stay so long.

   Bob Rose stated that this committee cannot do anything about the workload--but that proper personal protection equipment will be furnished.

3. Spike Puller Problems in Potrooms - Last spike puller overhaul is being completed today - Delete from Agenda.

4. Sufficient cooling of vessels before entry. Bobby Sowders stated that the Flash tank of Southeast corner at R-30 was the object of controversy. Two people were told to go in and clean out the tanks. It was too hot to enter at 9:30. Temperature was taken at 11:30 and it was still 111° inside. It was felt that by that time it had cooled off a little. Norris Neeley instructed them not to go in. The vessel had not been ventillated properly.

   R. M. Rose requested that Bobby Sowders talk with Jack McClain. He further stated that it just goes back to the last discussion--if the vessel is too hot, just don't go in.

5. R-84 HF Fumes - Dr. Jones and Messrs. Mabry and Podhora looking into a filter. R. M. Rose and Bobby Sowders will follow up on this. — 8AM Friday

6. Potable Fittings on Potable Lines - H. Floyd stated that he would like to correct this item in the last minutes. We have a standard drawing for a Utility connection which has been approved by all except one person. If you need a connection, we would install it in accordance with the drawing. delete

7. Safety and Eye Wash Showers - H stated we have a standard drawing that goes back

to the beginning of the plant. It will be a long process to go back and standardize everything. We are going to try to replace according to the standard drawing. Delete this item from the Agenda.

8. Wooden beams under Cell Floor - Has been taken care of - Delete from the items of business.

9. Chain Falls - Employees were instructed to get any defective equipment into the shop for repair. H. Floyd will talk to John Samson and Charlie Bush. ✓

Hangers - Delete from the Agenda.

NEW BUSINESS

1. Doubling to 16-hour shifts to complete 40-hour week - Bobby Sowders said that potman, Joe Saenz indicated that employees are being required to double into 16-hour shifts in order to complete their 40-hour work week.

R. A. Alexander said that in a few cases when an employee goes on vacation he must switch shifts and he would have to go on a 16-hour shift to get his 40 hours. Dick will look into this matter and see what he can do to get around it.

2. Confined Space - Ted Matocha requested a clear definition on "confined space." He stated that we need guide lines as to what constitutes a confined space. Once it is declared a confined space there is no problem. Some discussion was held between Ted Matocha, R. M. Rose and Rudy Podhora. It was then decided that R. M. Rose would get with Jack McClain. delete — Gatw

3. Safety Glasses with Cups - Bobby Sowders stated that the Union has filed a grievance concerning these types of glasses. The problem being that water forms on them from perspiration; some see shadows; for some there is no peripheral vision. One man hit the side of his head.

R. M. Rose stated that if there is a problem the employee should go to his supervisor and request an appointment with Dr. Bonar.

Dan Piwetz stated that the wire cups create the impression of tunnel vision. You cannot see as well as you should be able to from the side.

Bob Rose indicated that he feels that anyone can be fitted if done by a person who knows what he is going. The problem lies with proper fitting and every effort should be made to accomplish this.

R. M. ROSE

RMR/mg

OPERATIONS SAFETY COMMITTEE MEETING - OCTOBER, 12, 1977

Present: R. A. Alexander, Fred Carter, M. F. Jones, Ted Matocha, Clyde Douglas Frank Leist, H. Floyd, F. W. Kaspar, Bobby Sowders, Dan Piwetz and R. M. Rose

OLD BUSINESS

1. Walkway between kilns and furnaces R-84-H. H. Floyd stated that installation is completed - Delete from agenda.

2. Dust Problems - Messrs. Rudy Guilloud, Dick Cook and Warren Wentzel spent a full week at Point Comfort looking over the area. No easy solution to the problem. We are going to try dust suppressants--have tried one but this has not been successful. We are also collecting data for design of a dust collection system. We have contacted Mobile to see if we could go to high moisture bauxites. It will take about three months to complete testing on dust suppressants.

   Frank Kaspar brought up the fact that they have been cut to one man in the tunnels.

   Bobby Sowders stated that when we were using two men--one man did not have to stay so long.

   Bob Rose stated that this committee cannot do anything about the workload--but that proper personal protection equipment will be furnished.

3. Spike Puller Problems in Potrooms - Last spike puller overhaul is being completed today - Delete from Agenda.

4. Sufficient cooling of vessels before entry. Bobby Sowders stated that the Flash tank of Southeast corner at R-30 was the object of controversy. Two people were told to go in and clean out the tanks. It was too hot to enter at 9:30. Temperature was taken at 11:30 and it was still 111^{0} inside. It was felt that by that time it had cooled off a little. Norris Neeley instructed them not to go in. The vessel had not been ventillated properly.

   R. M. Rose requested that Bobby Sowders talk with Jack McClain. He further stated that it just goes back to the last discussion--if the vessel is too hot, just don't go in.

5. R-84 HF Fumes - Dr. Jones and Messrs. Mabry and Podhora looking into a filter. R. M. Rose and Bobby Sowders will follow up on this.

6. Potable Fittings on Potable Lines - H. Floyd stated that he would like to correct this item in the last minutes. We have a standard drawing for a Utility connection which has been approved by all except one person. If you need a connection, we would install it in accordance with the drawing.

7. Safety and Eye Wash Showers - H stated we have a standard drawing that goes back

to the beginning of the plant. It will be a long process to go back and standardize everything. We are going to try to replace according to the standard drawing. Delete this item from the Agenda.

8. Wooden beams under Cell Floor - Has been taken care of - Delete from the items of business.

9. Chain Falls - Employees were instructed to get any defective equipment into the shop for repair. H. Floyd will talk to John Samson and Charlie Bush.

Hangers - Delete from the Agenda.

NEW BUSINESS

1. Doubling to 16-hour shifts to complete 40-hour week - Bobby Sowders said that potman, Joe Saenz indicated that employees are being required to double into 16-hour shifts in order to complete their 40-hour work week.

R. A. Alexander said that in a few cases when an employee goes on vacation he must switch shifts and he would have to go on a 16-hour shift to get his 40 hours. Dick will look into this matter and see what he can do to get around it.

2. Confined Space - Ted Matocha requested a clear definition on "confined space." He stated that we need guide lines as to what constitutes a confined space. Once it is declared a confined space there is no problem. Some discussion was held between Ted Matocha, R. M. Rose and Rudy Podhora. It was then decided that R. M. Rose would get with Jack McClain.

3. Safety Glasses with Cups - Bobby Sowders stated that the Union has filed a grievance concerning these types of glasses. The problem being that water forms on them from perspiration; some see shadows; for some there is no peripheral vision. One man hit the side of his head.

R. M. Rose stated that if there is a problem the employee should go to his supervisor and request an appointment with Dr. Bonar.

Dan Piwetz stated that the wire cups create the impression of tunnel vision. You cannot see as well as you should be able to from the side.

Bob Rose indicated that he feels that anyone can be fitted if done by a person who knows what he is going. The problem lies with proper fitting and every effort should be made to accomplish this.

R. M. ROSE

RMR/mg

Opr. Safety Comm / Jake

MR. R. M. ROSE

OPERATIONS SAFETY COMMITTEE MEETING MINUTES - NOVEMBER 8, 1977

Present: M. F. Jones, M.D., Dick Barlund, Clyde Douglas, Ted Matoka, Frank Kaspar, Bobby Sowders, Dick Alexander, Dan Pewitz and Norm Lubbers

1. The meeting was called to order. There was no new business for the committee. R. M. Rose and Bobby Sowders have taken care of the items which were pending.

2. Dust Problems - Dick Barlund stated that that there are several approaches being considered. Dust suppressants are being tested. Samples are in the lab --should know results as soon as the data is completed.

   We are looking into the problem of dust on top of 25. Basically we will be making modifications to the trippers and it will reduce the dust to a great degree.

   We have a new design on the cool hat--some modifications on the present hat. It will be more flexible than the present design. This should be helpful for the dusting in some of the buildings.

   Tunnel Dust -- We continue to collect data. Also, continue to look at our hoppers to see if some modifications can be made.

   R. M. Rose stated that the engineering group is still in the process of trying to find a solution to the dusting problems. (It will be three or four months before they will have engineering solutions outside of the suppressants.) →

   Dan Pewitz inquired as to the nature of the dust suppressant being tested.

   Dick Barlund stated that it is a foam that can be applied and has a life of one to two hours. It can be sprayed on the bauxite and does not affect the process.

3. Sufficient cooling of vessels - Delete from the Agenda.

4. R-84 HF Fumes - Frank Mabry is continuing the search for a filter for the air conditioner to relieve situation.

   Norm Lubbers stated that a sensor has been installed to measure the bad releases.

5. Potable Fittings on Potable Lines - Delete from Agenda.

6. Chain Falls - H Floyd commented that inspection procedures have been checked. Recommended procedure is checking full load. There has been a problem of slipping at intermittent loads. The proper procedure would be checking each individual case where there is a problem. DELETE

   R. M. Rose requested that Dan Pewitz find one that is not operating properly and turn it in to the shop.

7. Doubling to 16-hour shifts to complete 40-hour week - R. A. Alexander stated that he would be able to shuffle people to dodge the double. Delete this item from the agenda.

8. Confined Space - R. M. Rose and Ted Matoka will get with Jack McClain before the next meeting - Delete from the agenda.

9. Safety Glasses with Cupped Side Shields - R. M. Rose called the Dupont plant in Deepwater, N. J. where they have some 6,000 employees. They do require cupped side shields for all employees and it is a matter of employment. ✓

They indicated that we do need to have a station where certain items can be kept such as defogging solution, eye savers, etc. DuPont has four full time medical doctors; 2 are resident surgeons at the plant, 3 medics and R. N.'s. Before 1950, they were having 50 to 60 eye injuries per year. Since 1950 they have had only one eye injury.

The meeting adjourned at 3:30 p.m.

R. M. ROSE

RMR/mg

MARGE GARRETT

OPERATIONS SAFETY COMMITTEE MEETING MINUTES - NOVEMBER 8, 1977

Present: M. F. Jones, M.D., Dick Barlund, Clyde Douglas, Ted Matoka, Frank Kaspar, Bobby Sowders, Dick Alexander, Dan Pewitz and Norm Lubbers

1. The meeting was called to order. There was no new business for the committee. R. M. Rose and Bobby Sowders have taken care of the items which were pending.

2. Dust Problems - Dick Barlund stated that that there are several approaches being considered. Dust suppressants are being tested. Samples are in the lab --should know results as soon as the data is completed.

   We are looking into the problem of dust on top of 25. Basically we will be making modifications to the trippers and it will reduce the dust to a great degree.

   We have a new design on the cool hat--some modifications on the present hat. It will be more flexible than the present design. This should be helpful for the dusting in some of the buildings.

   Tunnel Dust -- We continue to collect data. Also, continue to look at our hoppers to see if some modifications can be made.

   R. M. Rose stated that the engineering group is still in the process of trying to find a solution to the dusting problems. It will be three or four months before they will have engineering solutions outside of the suppressants.

   Dan Pewitz inquired as to the nature of the dust suppressant being tested.

   Dick Barlund stated that it is a foam that can be applied and has a life of one to two hours. It can be sprayed on the bauxite and does not affect the process.

3. Sufficient cooling of vessels - Delete from the Agenda.

4. R-84 HF Fumes - Frank Mabry is continuing the search for a filter for the air conditioner to relieve situation.

   Norm Lubbers stated that a sensor has been installed to measure the bad releases.

5. Potable Fittings on Potable Lines - Delete from Agenda.

6. Chain Falls - H Floyd commented that inspection procedures have been checked. Recommended procedure is checking full load. There has been a problem of slipping at intermittent loads. The proper procedure would be checking each individual case where there is a problem.

   R. M. Rose requested that Dan Pewitz find one that is not operating properly and turn it in to the shop.

7. Doubling to 16-hour shifts to complete 40-hour week - R. A. Alexander stated that he would be able to shuffle people to dodge the double. Delete this item from the agenda.

8. Confined Space - R. M. Rose and Ted Matoka will get with Jack McClain before the next meeting - Delete from the agenda.

9. Safety Glasses with Cupped Side Shields - R. M. Rose called the Dupont plant in Deepwater, N. J. where they have some 6,000 employees. They do require cupped side shields for all employees and it is a matter of employment.

   They indicated that we do need to have a station where certain items can be kept such as defogging solution, eye savers, etc. DuPont has four full time medical doctors; 2 are resident surgeons at the plant, 3 medics and R. N.'s. Before 1950, they were having 50 to 60 eye injuries per year. Since 1950 they have had only one eye injury.

The meeting adjourned at 3:30 p.m.

R. M. ROSE

RMR/mg

OPERATIONS SAFETY COMMITTEE MEETING - DECEMBER 14, 1977

Present: F. J. Mabry, Norris Neeley, H. Floyd, Tim Antonacci, Joe Dudas, Leroy Wagner, R. A. Alexander, Joe Resendez, F. Kasper, Ted Matocha, Dan Piwetz, Jack McClain and R. M. Rose, Bobby Sowders.

1. Dust Problem - H. Floyd stated that we have received the equipment to put in a test installation on the use of dust suppressants. It will be installed some time in late December. However, it will be the first part of January before we will run the tests. The EWO on the 25 tripper has been issued. As yet no work has been done--but it is feasible and will be done. Should have a design and a schedule for installation by the next meeting.

   R. M. Rose stated that our company is not the only one with a dust problem. The Reynolds plant has the same problem and probably worse--they are on 100% Jamacian bauxite.

2. Doziers - Bobby Sowders brought up the subject that the doziers we are buying have a flat top on them.

   Jack McClain commented on the subject by saying we want to get Mesa's approval to get the cool hats and we feel that the noise problem has to be reevaluated. Alex Baca seems to think we could use mufflers. He further stated that the roll over bars have become a regular requirement by Mesa. We do not see any point in the roll overs on the small doziers. He suggested that we talk with the Mesa representative in good faith and find out what is best for the company and the employees.

   Bobby Sowders thought it would be a good thing to all get together to see if we can come up with something we could live with and feels that he must first talk to the dozier operators.

   Bob Rose stated that in order to get full visibility and so the operators would not get covered up with the dirt. it would likely be necessary to cut the top out of the doziers.

3. Correction to the Minutes - H. Floyd indicated that under the caption "Dust Problem" - the minutes state that it will be 3 to 4 months before we have an engineering solution. Correction: It will be a lot longer than 3 or 4 months--nothing we can do over night.

4. R-84 HF Fumes - F. J. Mabry stated that he had requested Rudy Podhora to look for a filter. We now have a charcoal filter for the air conditioner on requisition and will put it in to see how it works. If it removes HF fumes, we will set it up in stores. Since we got the seals on the kilns fixed, we have not had as much of a problem. Maybe by next month we will know what the filter will do.

Dan Piwetz asked if any kind of testing equipment had been set up to see how much HF these kilns are putting out.

Leroy Wagner stated that we could test and that as long as the operations went along normally, it was below what would show up on a dector tube. But when they go on back pressure, the fumes jump up.

Bobby Sowders stated that since there had been a schedule to replace the seals, we would see how the schedule goes.

Dan Piwetz stated that the Control men got a lot of HF gas in the control room and he is wondering how many parts per million were in the control room at that time.

Bobby Sowders stated that we cannot go back and really tell. The next time the fumes get bad, they are to call Rudy Podhora. Call right then--the supervisors are to call even on night shift. It should be clearly understood that the men are to get in touch with their supervisor and the supervisor is to call Rudy Podhora.

Frank Mabry stated that a new seal has been on No. 4 kiln for four or five weeks. It has been functioning very well and we hope that it will last six months. No. 3 is going to have the new type bands on the seal. There has been a problem and instead of banding with a tension band, we have drilled and tapped bolt holes all the way around. We are also working on the discharge end of the units. We think we are making reasonable progress. These two units are closest to the control room and have caused most of the problems in the past.

Bobby Sowders repeated that if any of the men do not know what to do, tell them if any HF fumes get into the control room--advise supervisors and they will call Rudy or Leroy Wagner.

Leroy Wagner suggested and it was agreed that he set up the equipment so all the supervisors will have to do is turn the equipment on to make the test.

5. Chain Falls - Delete from the agenda.

6. Confined Sapce - R. M. Rose stated that the way to handle this problem is through the JSA's. He further stated that Ted Matocha, Harvey Skow and he should go down and take a look at the area under discussion and see if this should be in the JSA's. If it is a confined space, need an outside man; if not a confined space, do not need an outside man.

7. Glasses - Side Cupped Shields - R. A. Alexander stated that we have reviewed the situation in Smelting and part of our objectives for next year will be to reduce eye injury to our people by going to the side cupped shields.

Jack McClain stated that we are in the throws of the whole plant going to them.

W. W. Browne has requested that we put 25 lense cleaning stations on order. This would include the defogging and lense cleaning papers.

R. M. Rose stated that we expect to put together a program to eliminate the problem of lack of proper fit and the wrong prescription. We have a lot of preparation to make. We will be getting back with this committee.

NEW BUSINESS

1. Danger Tags - Dan Piwetz stated that one day last week there was a millwright sent to the basement of R-7 to open a manhole. When he returned top side, he pulled his white tag and left the yellow tag. He then left the area for another job. He later came back and went back down to close the manhole. At this point he was going to pull the yellow tag only to find it was already gone.

There was a group discussion held. It was stated that while it is true that the yellow tag is important for equipment and there should be some action taken when the yellow tags are illegally removed, it does not carry the weight that the removal of a white tag would carry which would present the potential injury to a person as compared to the removal of a yellow tag which presents the potential damage to equipment.

2. Crane Bridge - Auxiliary Lights - Joe Resendez stated that the Auxiliary lights are located directly overhead and when you are putting a pin on the spike, you are looking directly into the light. This presents a blinding situation and a safety hazard. Requested that the lights be relocated.

R. A. Alexander stated that this has been brought to our attention and he has asked Kenneth Dolezal to get with Kennemer to move the lights. We may have a clearance problem, but will look into it.

R. M. Rose requested Dick Alexander to get something on the subject before the next meeting.

OPERATIONS SAFETY COMMITTEE MEETING - DECEMBER 14, 1977

Present: F. J. Mabry, Norris Neeley, H. Floyd, Tim Antonacci, Joe Dudas, Leroy Wagner, R. A. Alexander, Joe Resendez, F. Kasper, Ted Matocha, Dan Piwetz, Jack McClain and R. M. Rose - Bobby Sowders

1. Dust Problem - H. Floyd stated that we have received the equipment to put in a test installation on the use of dust suppressants. It will be installed some time in late December. However, it will be the first part of January before we will run the tests. The EWO on the 25 tripper has been issued. As yet no work has been done--but it is feasible and will be done. Should have a design and a schedule for installation by the next meeting.

R. M. Rose stated that our company is not the only one with a dust problem. The Reynolds plant has the same problem and probably worse--they are on 100% Jamacian bauxite.

2. Doziers - Bobby Sowders brought up the subject that the doziers we are buying have a flat top on them.

Jack McClain commented on the subject by saying we want to get Mesa's approval to get the cool hats and we feel that the noise problem has to be reevaluated. Alex Baca seems to think we could use mufflers. He further stated that the roll over bars have become a regular requirement by Mesa. We do not see any point in the roll overs on the small doziers. He suggested that we talk with the Mesa representative in good faith and find out what is best for the company and the employees.

Bobby Sowders thought it would be a good thing to all get together to see if we can come up with something we could live with and feels that he must first talk to the dozier operators.

Bob Rose stated that in order to get full visibility and so the operators would not get covered up with the dirt, it would likely be necessary to cut the top out of the doziers.

3. Correction to the Minutes - H. Floyd indicated that under the caption "Dust Problem" - the minutes state that it will be 3 to 4 months before we have an engineering solution. Correction: It will be a lot longer than 3 or 4 months--nothing we can do over night.

4. R-84 HF Fumes - F. J. Mabry stated that he had requested Rudy Podhora to look for a filter. We now have a charcoal filter for the air conditioner on requisition and will put it in to see how it works. If it removes HF fumes, we will set it up in stores. Since we got the seals on the kilns fixed, we have not had as much of a problem. Maybe by next month we will know what the filter will do.

Dan Piwetz asked if any kind of testing equipment had been set up to see how much HF these kilns are putting out.

Leroy Wagner stated that we could test and that as long as the operations went along normally, it was below what would show up on a dector tube. But when they go on back pressure, the fumes jump up.

Bobby Sowders stated that since there had been a schedule to replace the seals, we would see how the schedule goes.

Dan Piwetz stated that the Control men got a lot of HF gas in the control room and he is wondering how many parts per million were in the control room at that time.

Bobby Sowders stated that we cannot go back and really tell. The next time the fumes get bad, they are to call Rudy Podhora. Call right then --the supervisors are to call even on night shift. It should be clearly understood that the men are to get in touch with their supervisor and the supervisor is to call Rudy Podhora.

Frank Mabry stated that a new seal has been on No. 4 kiln for four or five weeks. It has been functioning very well and we hope that it will last six months. No. 3 is going to have the new type bands on the seal. There has been a problem and instead of banding with a tension band, we have drilled and tapped bolt holes all the way around. We are also working on the discharge end of the units. We think we are making reasonable progress. These two units are closest to the control room and have caused most of the problems in the past.

Bobby Sowders repeated that if any of the men do not know what to do, tell them if any HF fumes get into the control room--advise supervisors and they will call Rudy or Leroy Wagner. filter 26th

Leroy Wagner suggested and it was agreed that he set up the equipment so all the supervisors will have to do is turn the equipment on to make the test.

5. Chain Falls - Delete from the agenda. Est. →

6. Confined Sapce - R. M. Rose stated that the way to handle this problem is through the JSA's. He further stated that Ted Matocha, Harvey Skow and he should go down and take a look at the area under discussion and see if this should be in the JSA's. If it is a confined space, need an outside man; if not a confined space, do not need an outside man.

7. Glasses - Side Cupped Shields - R. A. Alexander stated that we have reviewed the situation in Smelting and part of our objectives for next year will be to reduce eye injury to our people by going to the side cupped shields.

Jack McClain stated that we are in the throws of the whole plant going to them.

W. W. Browne has requested that we put 25 lense cleaning stations on order. This would include the defogging and lense cleaning papers.

R. M. Rose stated that we expect to put together a program to eliminate the problem of lack of proper fit and the wrong prescription. We have a lot of preparation to make. We will be getting back with this committee.

NEW BUSINESS

1. Danger Tags - Dan Piwetz stated that one day last week there was a millwright sent to the basement of R-7 to open a manhole. When he returned top side, he pulled his white tag and left the yellow tag. He then left the area for another job. He later came back and went back down to close the manhole. At this point he was going to pull the yellow tag only to find it was already gone.

There was a group discussion held. It was stated that while it is true that the yellow tag is important for equipment and there should be some action taken when the yellow tags are illegally removed, it does not carry the weight that the removal of a white tag would carry which would present the potential injury to a person as compared to the removal of a yellow tag which presents the potential damage to equipment.

2. Crane Bridge - Auxiliary Lights - Joe Resendez stated that the Auxiliary lights are located directly overhead and when you are putting a pin on the spike, you are looking directly into the light. This presents a blinding situation and a safety hazard. Requested that the lights be relocated.

R. A. Alexander stated that this has been brought to our attention and he has asked Kenneth Dolezal to get with Kennemer to move the lights. We may have a clearance problem, but will look into it.

R. M. Rose requested Dick Alexander to get something on the subject before the next meeting.

New Business — Ditch Tank F6 — SAC
Clarification - removing or change-out
of screen boxes — etc. —
3 people + you

FROM: RICHARD R. RIPLEY
SAFETY MANAGER

TO: MR. J. K. MC CLAIN
MR. F. D. CARTER
MR. L. S. CLARK
MR. N. V. LUBBERS
MR. J. LEMEZIS
MR. D. B. CHRISTOFFERSEN

1980 May 19

RE: REVISIONS TO POTABLE WATER TIE-IN PROCEDURE (AE-1)

Please find attached John C. Mayfield's proposed changes for Potable Water Procedures. Positions have been substituted for names as committee members. These new procedures will become effective 1980 June 01 with the committee's agreement.

Richard R. Ripley
RICHARD R. RIPLEY

RRR/sc

cc: Mrs. I. C. Scheffler
Mr. J. D. Fussell

85-3873-0900002 (2)
Category Code

ALCOA

FROM JOHN C. MAYFIELD

TO [redacted]

cc: Mr. S. B. Devall

1980 May 14

RE: POTABLE WATER TIE-IN PROCEDURE (AE-1)

Please review the proposed revision to Safety Rules book page AE-1 concerning Potable Water Tie-In Procedure.

JOHN C. MAYFIELD

JCM:mjf

Attachment

ALCOA

POTABLE WATER TIE-IN PROCEDURE

1. No tie-ins will be made to the plant potable water lines without a completed design drawing initialed by the Potable Water Committee members listed in Paragraph 4 and signed by the Engineering Manager. In emergencies, temporary tie-ins may be made with the Engineering Manager's, or in his absence, the Environmental Control Superintendent's, or in his absence, the Chief Mechanical and Civil Engineer's approval, and if possible, Environmental Control Supervisor. Follow-up shall begin immediately to complete the drawings and routing for signed approval by all committee members.

2. After the design is approved by all committee members, one print shall be forwarded to Environmental Control Supervisor and one to Plant Protection Supervisor.

3. No quick connections shall be installed on plant potable water lines and no connections of any type shall be made between potable water lines and process lines.

4. The Potable Water Committee Members are the Engineering Manager, Environmental Control Superintendent, Chief Mechanical and Civil Engineer, Civil Engineering Supervisor, and Environmental Control Supervisor.

FROM RICHARD R. RIPLEY

SAFETY MANAGER

TO SEE DISTRIBUTION

1980 April 28

RE: RULES BOOK REVISIONS

The enclosed revisions have been approved by the Safety Rules Committee. Please distribute to your employees.

1. Smelting Plant Safety Rules, page 15:
   "2. The riding of two-wheel bicycles is not permitted in all covered structures in the Smelting Production Area."

2. Alumina Plant Safety Rules, page 29:
   "2. All hoses must have locking pins, clips, or snag free wire with ends twisted together inserted in their connecting devices."

   "4. The riding of bicycles or tricycles in Buildings R-42, R-25A, R-33 and R-50 feed end is not permitted. Bicycles or tricycles are not permitted to be ridden through the east and west passageways in Building R-35 when the safety posts are in position."

3. The revision pages should be placed in the Rules Book behind the "Safety Code of Conduct" and in front of the Table of Contents. As revisions are issued, employees should enter the appropriate information on the chart. This will enable employees to determine whether or not a book is up-to-date without having to go through all the pages.

Should any questions arise from these changes, please address them to the Safety Rules Committee in care of me.

RICHARD R. RIPLEY
RRR/sc

Enclosure

ALCOA

DISTRIBUTION:

Mr. G. B. Scott -- 2
Dr. L. F. Schaller -- 9
Mr. M. L. Cooper -- 10
Mr. E. T. O'Connor -- 5
Mr. J. K. McClain -- 2
Mr. C. L. Newton -- 3
Mr. J. L. Minter -- 2
Mr. F. J. Mabry -- 2
Mr. S. B. Devall -- 2
Mr. R. L. Kerr -- 17
Mr. W. B. Harriss -- 29
Mr. J. C. Mayfield -- 9
Mr. R. G. Sheppard -- 58
Mr. N. W. Neeley -- 5
Mr. E. E. Burns -- 37
Mr. D. J. Fisher -- 7
Mr. L. A. Pfeil -- 21
Mr. J. I. Badgett -- 112
Mr. J. Ramos -- 130
Mr. L. S. Clark -- 114
Mr. R. S. Cain -- 47
Mr. T. R. Clever -- 5
Mr. N. V. Lubbers -- 79
Mr. H. G. Elrod -- 4
Mr. L. G. Wilborn -- 6
Mr. R. M. Rose -- 476
Mr. D. B. Christoffersen -- 42
Mr. V. Skille -- 6
Mr. G. E. Salinas -- 290
Mr. C. E. Higginbotham -- 280
Mr. J. C. Rush -- 55
Mr. R. E. Clark -- 107
Mr. T. C. Bush -- 1
Mr. H. M. Stellman -- 33
Mr. L. F. Hiller -- 119
Mr. M. L. Vidrine -- 12
Mr. J. Lemezis -- 2
Mr. C. A. Phillips -- 25
Mr. Raymond Goynes -- 20 Commercial Channel & Dock
Mr. R. Sharkey -- 2 Pittsburgh
Mr. E. C. Daven -- 1 Bauxite
Mr. Keith Wisser -- 3 Pittsburgh

FROM: IRENE C. SCHEFFLER TO: MEMO

1980 February 11

RE: SAFETY RULES BOOK REVISIONS

Enclosed are revisions to the Safety Rules Book. The changes are underscored in the following paragraphs.

I. "3. Maintenance employees assigned to work under precipitator and secondary tanks should notify the top operator of that area before starting the job.
Employee will place....(remains the same)"

II. For reasons of duplication, delete Precipitation Department Safety Rules from Page 34 since they already appear on page 35.

III. "17. Install approved barricades and warning signs where personnel are endangered by activities and/or conditions resulting from yourwork. Make sure that barricade tape and/or flags are secured properly and easily visible to anyone who might enter the area from any direction. All barricades are to be identified using a white information tag and on this should be the name, date, department, and reason for erecting the barricade.
NOTE: Yellow and black barricade tape is considered a warning only and care should always be exercised in the surrounded work area.

Yellow and black tape...

No one is permitted to enter areas barricaded by yellow and black tape or wooden barricades with red tape streamers or flags attached unless instructed to do so by a supervisor who is knowledgeable of the siutation as a result of checking with the person who erected the barricade. Red flags or tape will not be installed in a production area..."

IV. "9. It is permitted for a trackmobile to enter the track inside of blue flags when placing the trackmobile on the track. Car movement by the operating group whether by a car puller or trackmobile is acceptable."

IRENE C. SCHEFFLER

ICS/sc

83-3875-09000-002
LABOR RELATIONS
Safety and Security

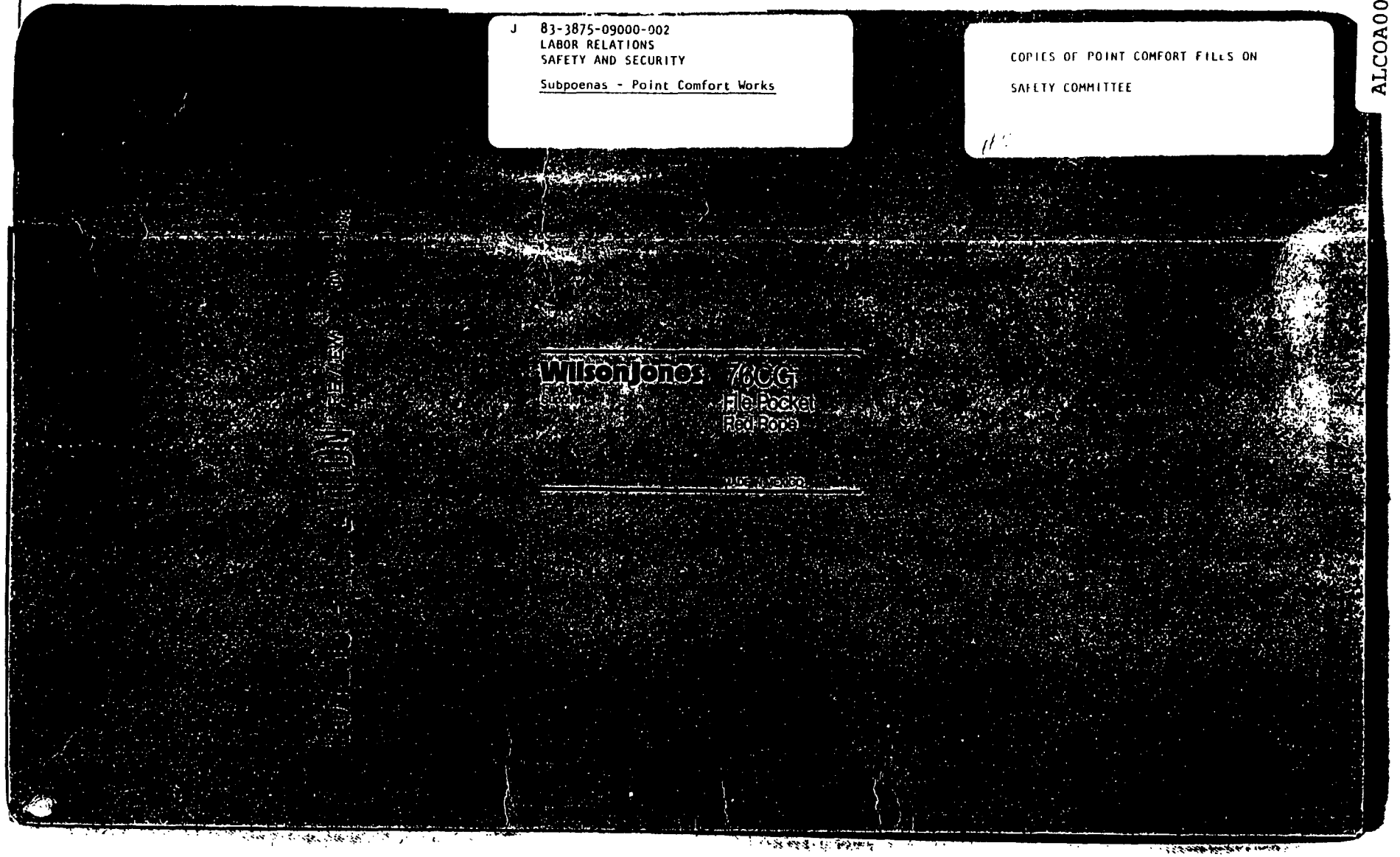
J 83-3875-09000-002
LABOR RELATIONS
SAFETY AND SECURITY

Subpoenas - Point Comfort Works

COPIES OF POINT COMFORT FILES ON

SAFETY COMMITTEE

ALCOA0000268



If approved as is, will be published on 1981 December 02:

Page 4, Rule 6 1981 July 17

UNATTENDED VEHICLES

Mobile equipment or vehicles requiring an operator shall not be left with the engine running when vacating the position where the operating controls are located. The exceptions are emergency vehicles, equipment that requires the engine to be running in order to make repairs, inspections, or maintenance, and that equipment whose auxiliary functions (such as pumps, outriggers, etc.) derive their power from the main engine drive but are controlled from outside the operator's cab.

Specific instructions for equipment which requires the operator to be outside the cab will be explained in the applicable JSA or ESA.

Page 10A, Rule 20 1981 September 21

HIGH VOLTAGE CLEARANCE

Point Comfort has a network of insulated and uninsulated high voltage (above 600 volts) distribution lines throughout the operations. No work shall be permitted within ten (10) feet of these lines without the approval of the Electrical Maintenance Department supervision. The electrical maintenance supervisor shall be contacted if there is any doubt about the circuit voltage. The electrical maintenance supervisor will review the planned work and, where required, will determine the necessary arrangements for the planned work to safely progress. These arrangements could be, but are not limited to, the following steps:

1. De-energize and tag-out the high voltage circuit and install grounds if practical.

2. Install protective sleeving on uninsulated conductors and redefine a closer working distance.

3. Temporary installation of physical barricades to prevent contact with energized cables.

4. In certain cases, the electrical supervisor may grant permission to work closer than ten (10) feet on insulated distribution lines.

Due to the damage which may be inflicted on cables whether insulated or uninsulated, under no circumstances should any material or equipment be allowed to contact a line, even if it is de-energized.

1981 November 13

PROPOSED REVISIONS

1. Rule #19 on Page 10A

19) a) When hoisting compressed air or gas cylinders, a cradle designed to hold the cylinders securely in place must be used.

b) When transporting or storing compressed air or gas cylinders, whether empty or full, they must be held securely in the upright position with the protective caps in place.

c) Do not lubricate, modify, or tamper with cylinder regulators or valves.

d) Regulators and gauges must be protected by guards as defined in the E.S.A.

e) Refer to ESA.

2. Add to General Plant Rules:

1981 November 13

"B: OPERATING MACHINERY OR VEHICLES"

9. Do not move any rail car with any vehicle that does not have a coupling device for fixed attachment to the car.

Seat Belt Policy

Proposal:
B. Operating Machinery or Vehicles, 3, Page 3

"Seat belts must be worn by the operator and passengers of all vehicles, where they are provided, while driving on company business when operated outside the plant perimeter fence. Seat belts must be worn in any vehicle or piece of equipment as required by its JSA/ESA."

PROPOSED - 1981 FEBRUARY 09
REVISED - 1981 July 01
REVISED - 1981 July 17
REVISED - 1981 November 13
REVISED - 1981 December 02
REVISED - 1981 December 08
REVISED - 1982 February 05

TAGOUT AND LOCKOUT REGULATIONS

Purpose

The intent of the tagout/lockout regulations is to secure equipment or materials from unwanted or unexpected movement or operation that might endanger personnel or damage equipment. This is generally accomplished by isolating mechanically or electrically the prime movers such as pumps, motors, distribution lines, etc. Though not always practical, the concept of approaching "zero energy state" should be considered when performing tagging/locking out. That is to say the prime movers are properly isolated and that any stored mechanical energy is released or secured.

Definitions

I. Tagout is the act of placing a switch, lever, valve, gate, or other isolating device in the OFF position and tagging it to indicate that it must not be placed in the ON position until tags have been properly removed. The types of tags in our operation are as follows:

   A. Equipment tags are used by personnel to indicate equipment is NOT to be operated. Production supervisors and specially authorized personnel, since they are recognized as being the most knowledgeable of the area requiring work, will lead tag an area where work is to be performed to indicate what is secured for the job. In turn, those performing work must then tagout the equipment with their appropriate equipment tag and personal tag before performing work.

      1. The YELLOW EQUIPMENT DANGER TAG shall be used for EQUIPMENT protection only. It provides space for describing the reason for tagging the equipment, the name and department of the individual attaching the tag and the date. This tag shall be securely attached to the proper isolating device (main switch, valve, gate, or other isolating device) to prevent the operation of equipment when it is to be inoperable. Never use this tag for personal protection. Production supervisors or other specially authorized personnel shall see that all machinery and equipment are maintained in a safe condition or tagged out with a YELLOW EQUIPMENT DANGER TAG or an ORANGE EQUIPMENT DANGER TAG when unsafe.

      2. The ORANGE EQUIPMENT DANGER TAG shall be used on valves, switches, etc. when that equipment is to be left nonoperable opposite to that defined on a YELLOW EQUIPMENT DANGER TAG. ORANGE EQUIPMENT DANGER TAGS may only be

used on open valves or closed electrical switches (i.e., the cell shorting switches in Chlor-Alkali). There are situations where valves should remain in the open position on pipelines or air-operated equipment to vent, pressure relieve, or divert flow to safely protect equipment or personnel. Never use this tag for personal protection.

B. Personal Tags

1. The WHITE PERSONAL DANGER TAG shall be used for PERSONNEL safety only. It provides space for the signature of the person doing the work, the department, and date. This tag shall be securely attached to the isolating device (main switch, valve, gate, or other isolating device) when in the OFF position before any maintenance, cleaning, repair, or adjustment is performed on equipment.

2. WHITE AND GREEN GROUP DANGER TAGS may be utilized where crew size, job duration, and number of devices to be tagged make the use of WHITE PERSONAL DANGER TAGS impractical and the job can be safely performed. A responsible and knowledgeable supervisor may attach his/her WHITE AND GREEN GROUP DANGER TAG to the main power switch, closed valve, or other protective device to cover all personnel required to perform the work. This will be done with the acknowledgement of each crew member and any member may also attach their WHITE PERSONAL DANGER TAG if they so desire.

When working under the WHITE AND GREEN GROUP DANGER TAG, the responsible supervisor shall designate a specific valve or switch as a "Designated Tagging Point" and will post at this point a list of those devices which have been isolated. The "Designated Tagging Point" shall be used by the crew members to attach their personal danger tags in addition to the supervisor's group tag. All personal danger tags will be attached and removed as specified for WHITE PERSONAL DANGER TAGS. This tagging point will ensure crew participation and additionally give the responsible supervisor a control check of his/her employees when the group danger tags are to be removed. For vessel entry the "Designated Tagging Point" will be the vessel entry permit.

NOTE: THE INDIVIDUAL TAGOUT/LOCKOUT IS THE BASIC RULE AND PRACTICE. THE GROUP TAGOUT PROCEDURE IS THE EXCEPTION.

II. Specially Authorized Personnel are those persons who have been trained by their supervision in the proper way to shutdown and tagout/lockout specific operation equipment. Department superintendents must complete Point Comfort Form #PC-143D-77, "Tagout/Lockout Authorization Form for Yellow or Orange Equipment Danger Tags" before the individual or job classification is considered specially authorized. This form must be on file in the Point Comfort Operations "Special Operating Procedures" book.

III. Lockout is defined as the act of padlocking a switch, lever, or other isolating device in a de-energized position. Locks shall be used in addition to, but not as a substitute for, danger tags to secure switches in the open position. A lock shall be installed on an open power switch with the initial YELLOW EQUIPMENT DANGER TAG. Installation of additional YELLOW EQUIPMENT DANGER TAGS does not necessitate installation of additional locks. The locks shall be removed subsequent to removal of the last YELLOW EQUIPMENT DANGER TAG.

When circuit breakers are used as the disconnecting means for electrical power, the use of tags only will suffice since most breakers are not designed to be locked. Additionally, for cord connected equipment, the tags shall be attached to the controlling switch and the cord unplugged from the receptacle.

IV. Isolating Device is an electric circuit breaker, a disconnect switch, a manually operated switch or valve, a slide gate, a slip blind or a "Figure 8" blind for blanking off piping, or similar device. Control circuits (pushbuttons, toggle switches, pressure switches and similar devices) shall not be considered to be isolating devices.

V. Try means pushbutton attempt to operate in addition to lock and tagout. When the disconnecting device has been locked out/tagged out try to start the isolated equipment by means of the control circuit or pushbutton to ensure that the main disconnect is de-energized and is functioning properly.

Procedures

I. In the Alumina and Chemicals area of our plant, the production supervision is considered the most knowledgeable personnel to safely shutdown and secure operating facilities for maintenance, cleanup, repairs, etc. Maintenance and engineering supervision are considered the most knowledgeable personnel in their areas of control such as power houses, machine shops, plant electrical distribution lines, and equipment and facilities under construction that have not been turned over to a production department.

The production supervisor or specially authorized person will initially shutdown and secure the operating equipment and will lock and tag the isolating devices with a YELLOW or ORANGE EQUIPMENT DANGER TAG. If maintenance personnel are required, each craft shall attach an additional YELLOW EQUIPMENT TAG. Maintenance may attach an additional ORANGE EQUIPMENT TAG. This joint tagging effort is intended to both control and communicate the safe work zone for the work required.

II. Each employee, before doing work in which they could be endangered by equipment movement or flow of materials through pipelines, shall attach his/her own personally signed WHITE PERSONAL DANGER TAG to the previously attached YELLOW EQUIPMENT tagged main switch, valve, gate, or other isolating device. All WHITE PERSONAL DANGER TAGS must be signed and department indicated.

Special Rule for Tagging of Blinds:

Under most conditions it is not considered necessary to place danger tags on pipeline blinds to perform maintenance work. Blinds must be tagged, however, when set for vessel entry. In addition, blinds which are remote from the work area and which are subject to the potential of being pulled without knowledge of those doing maintenance work shall be tagged. This should be determined by the production supervisor when placing the initial YELLOW EQUIPMENT DANGER TAGS.

III. After equipment is initially shut down and tagged and locked, the controls shall be TRIED to ensure that the equipment is de-energized and safe to work on.

IV. Maintenance procedure sometimes requires multiple starts and stops of equipment for set up, adjusting, or testing. Under no circumstances will valves, switches, etc. be operated with danger tags attached. The production supervisor or specially authorized person may give maintenance personnel written authorization to start/stop the equipment without further production tagging by initialing and dating the maintenance YELLOW EQUIPMENT DANGER TAG when additional testing is required. The tagout/lockout procedure shall be followed between each test. Upon completion of the testing, the last maintenance department personnel to remove his/her danger tags will notify the production supervisor who will then assume equipment responsibility.

When equipment can not be tested, set up, or adjusted within the intent of the tagout and lockout regulations, a written procedure, approved by the maintenance and production supervisors, must be used in these cases to properly safeguard all others who may be subject to the hazards of the operation. (Examples: thickener rakes, sparge arms, etc.)

NOTE: Supervisor means mechanical maintenance supervisor, production supervisor-clarification, civil maintenance and shops supervisor, etc.

If, at the conclusion of the testing period, the equipment is still to remain inoperative, YELLOW or ORANGE EQUIPMENT DANGER TAGS and locks shall be replaced by the employee or supervisor involved.

V. A WHITE PERSONAL DANGER TAG may be removed only by the person who attached it or by a supervisor or individual specifically authorized by the supervisor in an individual situation in the same craft or department as the individual to whom it belongs who has a thorough knowledge of the personnel, process, and equipment involved and can thereby safely accept the responsibility for removing the tag. If an individual leaves the job before the work is complete, either because he/she has been assigned to another job or because his/her shift is over, he/she shall remove his/her WHITE PERSONAL DANGER TAG(S), but leave the YELLOW or ORANGE EQUIPMENT DANGER TAG(S) in place, thereby to inform and protect oncoming shift personnel relative to the incomplete status of the repair.

A YELLOW or ORANGE EQUIPMENT DANGER TAG may be removed only by the person who installed it or by a production or maintenance supervisor in the same department as the supervisor who installed it, or by specially authorized personnel in the same craft to which it pertains.

A GREEN AND WHITE GROUP DANGER TAG does not require removal until the completion of the job. However, it is the responsibility of the supervisor of the unit or crew to make sure tags/locks remain secure and a safe work area prevails. The WHITE AND GREEN GROUP DANGER TAG may be removed only by the supervisor who attached it or by a supervisor in the same craft or department as the individual to whom it belongs who has a thorough knowledge of the personnel, process, and equipment involved and can thereby safely accept the responsibility for removing the tag.

VI. When applying the Tagout and Lockout Regulations to the Entry Procedure for Tanks, Vessels, or Confined Spaces, consideration must be given to further securing personnel safety in certain cases.

For equipment such as slurry mixers, horizontal digesters, ball mills, etc., which are large enough for personnel to enter and be caught in moving parts, danger tags and locks alone shall not be considered sufficient protection. This equipment shall be danger tagged and locked out in the prescribed manner and the drives mechanically disconnected or restrained from movement as an added precaution.

VII. Production supervisors in the Smelting Power Department shall use YELLOW EQUIPMENT DANGER TAGS (and locks as appropriate) to secure equipment. This department is the only department authorized to use color-coded personal danger tags to identify crafts and operating personnel. Refer to Smelting Power Department Operating and Maintenance Department Safety Rules.

VIII. Any vehicle being repaired in the confines of Buildings 29, 37, or R-111 will not require a White Personal Danger Tag.

Any vehicle determined to be in an unsafe condition will be tagged immediately with a yellow tag on either the steering wheel or ignition switch. This will be done on vehicles with inoperative hydraulic systems, burned wiring, broken steering systems, or other similar mechanical problems that render the vehicle unsafe to move without prior knowledge of the problem. This tag will not be removed until the mechanic has repaired and checked out the malfunction and determined the vehicle to be safe. The mechanic may, however, operate the unit for test or other necessary reasons with the tag attached.

Any vehicle being serviced in the field shall be "Yellow Danger Tagged" by the mechanic or helper working on the unit at the time work is started and shall not be untagged until work is completed on the job. This includes tire changes.

The yellow tag, in the case of motor vehicles, is generally used to stop people other than the assigned mechanic or helper from operating the equipment until it has been declared safe.

IX. The RED PORTABLE POTROOM GROUND TAG shall be used in the following manner:

A. The two-part red tag shall be used to tag the closed portable ground.

B. The supervisor for each crew using the protection of the closed portable ground shall fill in the tag and the attached stub completely.

C. The supervisor shall tear off and retain the stub and give the tag to the crew leader or specially authorized person to attach to the closed portable ground.

D. When each crew has finished work requiring the closed portable ground, the person who attached the tag shall remove and fill in the back of the tag and return it to the supervisor.

E. When each supervisor has paired all of the stubs with tags returned by the crews, the coordinating supervisor shall be notified that the crew is clear.

F. When the coordinating supervisor has determined that all crews using the protection of the portable ground are clear, the electrical maintenance supervisor or specially authorized person shall be notified to open the portable ground.

G. The electrical maintenance supervisor or specially designated person shall open the portable ground in accordance with the proper procedure.

UNDER NO CIRCUMSTANCES WILL
THE GROUNDING DEVICE BE OPENED
WHILE A TAG REMAINS ON IT OR AN
EMPLOYEE IS WORKING IN THE
PROTECTED AREA.

(Revision dated 1981-09-17)
(Revision dated 1981-12-08)

ENTRY PROCEDURE

FOR TANKS, VESSELS OR CONFINED SPACES

Purpose

The vessel entry procedure is used to provide employees a safe working environment while working in confined spaces, tanks or vessels. The key foundation of vessel entry is the tag-out/lock-out procedure with additional requirements for air quality and mandatory disconnecting/removal or blinding of all feed or discharge lines.

Definitions

1. The ENTRY PERMIT shall be issued by the production supervisor for those tanks or vessels for which he/she is the "proprietor". It will indicate the class of vessel, duration and nature of work, air sampling data, and any additional personal protective requirements. The permit shall be displayed at the designated entrance to the vessel.

2. A written ENTRY PROCEDURE is required for each vessel and confined space entry. This procedure shall describe all pre-entry requirements (notifications, tag-out/lock-out, blinding, etc.), internal hazards, and any required safety precautions and equipment. This procedure must be approved by the department superintendent and may not violate plant tag-out/lock-out or vessel entry procedures. A simple schematic diagram or check list indicating valves, pumps, blind locations, etc. that require tag-out should be made for each written vessel entry procedure. The diagram or check list should be posted with ENTRY PERMIT.

3. VESSEL CLASSIFICATION will be determined to fit one or more of the following classes:

   CLASS A — For confined spaces that have stored flammable or explosive dust or gases, or asphyxiating chemicals, or a hazardous concentration or residue remains in the vessel.

   CLASS B — For confined spaces that have consumed or produced a flammable, explosive, or asphyxiating gas or dust, and these products have not left a hazardous concentration or residue.

   CLASS C — For confined spaces that have contained acidic or alkaline chemicals.

   CLASS D — For confined spaces that have vertical or maze exits.

   CLASS E — For confined spaces that contain loose dust, fluidized materials, or unstable solids.

4. AIR SAMPLE requirements will be designated on the entry procedure and entry permit. A minimum oxygen level of 19.5% is required. Depending on the vessel class, combustible mixture, asphyxiating gases, and carbon monoxide sampling may also be required. Air samples will be taken by the Industrial Hygiene Department or a designated trained supervisor in the proprietary department. Based on experience, some vessels have been given an exemption from air sampling by the Industrial Hygiene Department as this will be noted on the written ENTRY PROCEDURE.

5. An OUTSIDE OBSERVER is required for some specific vessel entries. In case of emergency, it is the observer's job to summon aid immediately, to attempt to remove the victim by use of the lifeline and to perform all other rescue functions from the OUTSIDE. The outside observer must NEVER enter the tank until he/she is relieved from his/her post.

Procedures

I. Prior to the issuing of an ENTRY PERMIT the entire job must be evaluated for hazards. The written ENTRY PROCEDURE required in preparation for issuing the entry permit will detail which lines require blinding or disassembly, drives that must be tagged, locked and disconnected, etc. The production supervisor (proprietor) must attach a Green and White Group Tag to all blinds, disconnect switches and insure that proper air quality exists before the entry permit is signed and posted. The signed entry permit is permission to work within a confined space and is a guarantee by the issuer(s) that the appropriate tagging, blinding, etc. has been completed. If maintenance personnel are required to perform work within the confined space, the maintenance supervisor may decide to additionally group tag blinds, etc. and must then co-sign the entry permit with the production supervisor. Though not required, employees may use their individual White Personal Danger tags on the isolating devices previously group tagged by issuer(s) of the entry permit.

Maintenance and engineering supervision are considered the proprietors in their areas of control, such as powerhouse, storm sewers, machine shops and equipment and facilities under construction that have not been turned over to a production department.

II. All employees entering the confined space or vessel at the designated entrance point shall attach his/her own personal White Danger Tag to the entry permit. If an individual leaves the job before work is complete--either because their shift is over or they are assigned to another job--they shall remove their White Personal Danger Tag.

III. Upon completion of the required work within the vessel or confined space, the issuer(s) of the entry permit will verify that all White Personal Danger Tags have been removed from the entry permit board and make any additional checks to satisfactorily determine all employees are clear of the confined space. The designated entry point must be closed to prevent re-entry of personnel. After the entry point has been closed, the issuer(s) shall remove the entry permit. Only after the entry point is closed and the entry permit removed may the supervisor's White and Green Group Tag and Yellow Equipment Tags be removed from the isolating devices.

Under no circumstance may an entry permit be withdrawn while an employee's White Personal Danger Tag is attached to the entry permit. Removal of White Personal Danger Tags and Green and White Group Tags must follow the tag-out/lock-out procedures.

IV. The written procedure is designed to identify the unique requirements for each vessel or confined space entry. The following are general requirements for all confined space entry as well as some additional specific requirements by vessel classification.

GENERAL REQUIREMENTS

A. All feed and discharge lines shall be disconnected, dropped or blinded. Since valves can and do leak, blinds are used to achieve positive isolation and the PERSONAL DANGER TAGS must be attached to the blinds.

1. If the contaminant has a neutral pH or a large volume of water may flood the vessel by gravity feed, an inflatable seal may be used to isolate flow (for example, sewers or outfalls).

2. When an entire process unit comprised of interconnecting vessels such as a digester is shut down and the feed and discharge lines for the entire unit are dropped or blinded, it may not be necessary to blind the interconnecting lines to each vessel prior to entry. The written entry procedure will specify all requirements.

3. Air ducts on the kilns, coolers and calciners, open ended vent lines and overflow lines that will not allow back feed to the confined space do not require blinding.

4. Boiler design is such that total blinding cannot be accomplished. The written Entry Procedure properly covers all needed requirements for isolating and venting lines.

B. All agitating equipment must be tagged, locked and disconnected by coupling, belt or motor leads.

Exceptions are as follows:

1. When testing slow moving equipment not exceeding 10 revolutions per hour.

2. Disconnecting rod mills using the tag-out/lock-out procedures.

C. All feed chutes must be disconnected and dropped or feed equipment locked out and tagged. This applies only to feed equipment other than valves.

D. Burning/welding torches must be removed from the confined space when they are not in use.

E. No gas cylinders may be placed inside the confined space.

F. Personal protective equipment such as slicker suits, face shield, ear plugs, etc. shall be worn as required by the nature of the job.

G. Vessels that could accidentally rotate must be secured from doing so.

H. Ladders or platforms used for entry must be secured to prevent the ladder or platform from falling. Plant tie-off and safety belt rules are to be observed.

I. When lifelines are required, they must be secured to a structure adequate to support the person.

J. Due to the potentials of shock hazard in damp or metallic enclosures, all electrical tools, extension cords, temporary lights must be approved of by the Electrical Department.

K. If air samples must be taken inside the vessel before a permit is issued, a continuous supply air mask, rescue harness and lifeline must be worn by sampler and an outside observer present.

L. If, because of inadequate ventilation, a hazardous atmosphere could collect during the performance of welding, cutting, painting, or other work, a continuous supply or pressure/demand air mask must be worn and, additionally, the vessel classification will change.

SPECIFIC ADDITIONAL REQUIREMENTS

CLASS A CONFINED SPACES

If the confined space has stored flammable or explosive gas or dusts or asphyxiating chemicals or a hazardous concentration or residue remains in the vessel, the following procedures are to be followed:

A. The vessel atmosphere must be sampled for flammable or explosive concentrations, asphyxiating gases, and oxygen content. Sampling results shall indicate safe levels before the entry permit is issued.

B. If the vessel is to be cleaned to remove a flammable or explosive atmosphere, water or steam should be used.

   1. There shall be no free fall of water unless the equipment, such as nozzles or hoses are electrically bonded to the vessel.

   2. Steam shall always be introduced above the level of any liquid contained in the vessel.

   3. All electrical power equipment and hand tools shall be approved for use in flammable or explosive atmospheres.

C. If the vessel must be purged:

   1. Gases which are lighter than air shall be purged using an inert gas or air introduced at the BOTTOM of the vessel. They shall be purged out through a discharge point at the TOP of the vessel.

2. HEAVY gases shall be purged using an inert gas or air introduced at the TOP of the vessel. They shall be purged out through a discharge point at the BOTTOM of the vessel. Exceptions are those vessels which, due to the hazardous material they contain, are designed with outlets only on the top, thus eliminating spillage of their contents due to failure at these outlets during normal operations.

3. Sampling shall be made during the purge. When the air inside the confined space reaches a point of stabilization, it shall be held at this point for at least one hour before a permit is issued.

D. Additional samples shall be taken as required on the entry permit.

E. An outside observer must be present and in position to observe work inside the vessel at all times and a procedure must be established for the observer to signal or communicate with other employees for assistance in case of an emergency.

F. There must be at least one pressure/demand or continuous supply air mask available for emergency use at the point of entry.

G. Harnesses must be worn by everyone entering the vessel. If one person enters the vessel, a lifeline must be attached to that person's harness. If two or more people enter the vessel, a lifeline need not be attached to the harnesses but must be in the vessel and attached to a point outside the vessel for removing a disabled employee from within the vessel.

CLASS B CONFINED SPACES

If the vessel has consumed or produced a flammable, explosive, or asphyxiating gas or dust, and these products have not left a hazardous concentration or residue inside the vessel, the following procedures are to be followed:

A. The vessel atmosphere must be sampled for flammable or explosive concentrations, and asphyxiating gases, carbon monoxide, and oxygen content to see if they are present. Sampling results shall indicate safe levels before the Entry Permit is issued.

CLASS C CONFINED SPACES

If the vessel has contained acidic or alkaline chemicals, the following procedures are to be followed:

A. The written procedure for vessel entry shall specify whether or not air sampling is required prior to entry. This requirement shall be determined for each vessel by the plant Industrial Hygienist. Testing must be done prior to entry until the Industrial Hygienist specifically has exempted the vessel from routine sampling.

B. Protective clothing must be worn until the acid or alkali has been removed or neutralized.

CLASS D CONFINED SPACES

If the vessel has a vertical or maze exit, the following procedures are to be followed:

A. A procedure must be established for the employee(s) entering the vessel to signal or communicate with other employees for assistance in case of an emergency.

B. When a vertical entry is made, a rescue harness, wrist straps, or other appropriate means of removing a disabled person must be adjacent to the point of entry.

CLASS E CONFINED SPACES

If the vessel or confined space contains loose, dusty, or fluidized material or unstable solids which could allow an employee to be entrapped or sink to the point of suffocation, the following procedures are to be followed:

A. An outside observer must be present.

B. A procedure must be established for the observer to signal or communicate with other employees for assistance in case of an emergency.

C. All persons entering the vessel must wear a rescue harness and lifeline.

D. If the material inside the vessel or confined space is no greater than waist deep at any point, the use of body harness, lifeline, and outside observer are not mandatory.

AE-1
1981 December 31

POTABLE WATER TIE-IN PROCEDURE

1. No tie-ins will be made to the plant potable water lines without a completed design drawing initialed by the Potable Water Committee members and signed by the Chairperson of the Potable Water Committee. In emergencies, temporary tie-ins may be made with the Chairperson's, or in their absence, an appointed committee member's approval. Follow-up shall begin immediately to complete the drawings and routing for signed approval by all committee members.

2. After the design is approved by all committee members, one print shall be forwarded to the Environmental Control Supervisor and one to the Plant Protection Supervisor.

3. No quick connections shall be installed on plant potable water lines and no connections of any type shall be made between potable water lines and process lines.

4. The Potable Water Committee members and Chairperson shall be appointed by the Operations Manager.

SAFETY RULES COMMITTEE MEETING
1981 December 08 - 10:30 A.M.

Present: Messrs. J. L. Palmer, R. R. Ripley, C. E. Steele, N. V. Lubbers, T. E. Lowe (Guest), and Ms. I. C. Scheffler

Absent: Mr. J. K. McClain

Items of Business:

1. Rules on Unattended Vehicles and High Voltage Clearance are being printed as per I. C. Scheffler's letter dated 1981-11-19.

2. Tagout and Lockout Regulations (Proposed) Revision dated 1981-12-02 were discussed.
   A. IB2, Page 2, group danger tags, received considerable discussion. A proposal was made by J. L. Palmer to include a requirement for a listing of all isolating devices to be posted at the designated tagging point for review by those working under the group tag. C. E. Steele objected to this proposal. (To be discussed with and reviewed by J. K. McClain)
   B. IV Paragraph 1, Page 4, supervision initialing and dating maintenance yellow equipment danger tag during additional testing. Approved.
   C. IV Paragraph 2, Page 4, define approved written procedure. Proposed: "When equipment can not be tested, set up, or adjusted within the intent of the tagout and lockout regulations, a written procedure, approved by the maintenance and production supervisors, must be used in these cases to properly safeguard all others who may be subject to the hazards of the operation. (Examples: thickener rakes, sparge arms, etc.)
   NOTE: Supervisor means mechanical maintenance supervisor, production supervisor-clarification, civil maintenance and shops supervisor, etc.

   More discussion to occur before Tagout and Lockout Regulations are approved; therefore, they are not being forwarded to the Executive Safety Committee.

3. Entry Procedure for Tanks, Vessels and Confined Spaces Revision dated 1981-11-13
   A. IVA, Page 3, punctuation change: "All feed and discharge lines shall be disconnected, dropped or blinded. Since valves can and do leak, blinds are used to achieve ...". Approved.
   B. IV Specific Additional Requirements Class D Confined Spaces, B, Page 6. Proposed: "When a vertical entry is made, a rescue harness, wrist straps, or other appropriate means of removing a disabled person must be adjacent to the point of entry." Approved.

4. Potable Water Tie-In Procedure
   Discussion concerning the need for the Technical Manager to be involved was held. Proposal: Rewrite Procedure stating approval of Committee and signature of chairperson required, and Committee to be appointed by the Operations Manager. Referred to J. C. Mayfield for resubmission.

5. Handling Compressed Air and Gas Cylinders
   Rule #19 on Page 10A. Proposed: "Regulators and gauges must be protected by guards as defined in the ESA." Approved.

83-3875-0900-002 #2
Category Code

6. Moving Rail Cars Using a Coupling Device
Approved as proposed.

7. Use of Compressed Air for Personnel Cleaning
Use filter hose of cool hat to blow dust particles off of hat. Proposal denied.

8. Seat Belt Policy
As a result of discussion, the following proposal is made:

Proposal:
B. Operating Machinery or Vehicles, 3, Page 3
"Seat belts must be worn by the operator and passengers of all vehicles, where they are provided, while driving on company business when operated outside the plant perimeter fence. Seat belts must be worn in any vehicle or piece of equipment as required by its JSA/ESA."
NOTE: Action shall be taken to enforce the latter statement upon approval.

Meeting adjourned 12:15 P.M.

I. C. SCHEFFLER/cmp

cc: Mr. R. R. Ripley
Mr. J. L. Palmer
Mr. C. E. Steele
Mr. N. V. Lubbers
Mr. J. K. McClain
Mr. T. E. Lowe

Info cc: Managers (See Items 2 & 3)

F.L

SAFETY RULES COMMITTEE MEETING
1982 January 08 - 12:00 P.M.

Present: Messrs. C. E. Steele, R. R. Ripley, J. L. Palmer, T. E. Lowe, R. D. Fitzgibbon, N. V. Lubbers, J. K. McClain, and Ms. I. C. Scheffler

Items of Business

1. Potable Water Tie-In Procedure (1981 December 31)
   Approved as written.

2. Seat Belt Policy (1981 December 31)
   Revised to read:
   B. Operating Machinery or Vehicles, 3, Page 3

   "Seat belts must be worn by the operator and passengers of all vehicles and pieces of equipment, where they are provided, while driving on company business when operated outside the plant perimeter fence. Inside the plant, seat belts must be worn in any vehicle or piece of equipment as required by its JSA/ESA.

   Approved.

3. Tagout and Lockout Regulations (1981 December 02)
   A. Group Danger Tag
   Inclusion of a requirement for a listing of all isolating devices to be posted at the designated tagging point for review by those working under the group tag was discussed.
   Revision proposed as a result of discussion:

   Page 2, Personal Tags, Rule 2

   WHITE AND GREEN GROUP DANGER TAGS may be utilized where crew size, job duration, and number of devices to be tagged make the use of WHITE PERSONAL DANGER TAGS impractical and the job can be safely performed. A responsible and knowledgeable supervisor may attach his/her WHITE AND GREEN GROUP DANGER TAG to the main power switch, closed valve, or other protective device to cover all personnel required to perform the work. This will be done with the acknowledgement of each crew member and any member may also attach their WHITE PERSONAL DANGER TAG if they so desire.

   When working under the WHITE AND GREEN GROUP DANGER TAG, the responsible supervisor shall designate a specific valve or switch as a "Designated Tagging Point" and will post at this point a list of those devices which have been isolated. The "Designated Tagging Point" shall be used by the crew members to attach their personal danger tags in addition to the supervisor's group tag. All personal danger tags will be attached and removed as specified for WHITE PERSONAL DANGER TAGS. This tagging point will ensure crew participation and additionally give the responsible supervisor a control check of his/her employees when the group danger tags are to be removed. For vessel

entry the "Designated Tagging Point" will be the vessel entry permit.

NOTE: THE INDIVIDUAL TAGOUT/LOCKOUT IS THE BASIC RULE AND PRACTICE. THE GROUP TAGOUT PROCEDURE IS THE EXCEPTION.

B. J. L. Palmer mentioned the possible need for an addendum to the tagout and lockout regulations regarding the tagging of mobile equipment. He will prepare a proposal for review.

C. J. K. McClain stated there was a need to review the Special Procedures Manual and update it in the areas of Specially Authorized Persons and Tank and Vessel Entry Procedures. It is also necessary to coordinate an effort to "clean up" the manual and gain control on the number of copies for revision purposes.

Meeting adjourned 1:30 P.M.

Irene Scheffler

IRENE C. SCHEFFLER

ICS/cmp

Copies To: Rules Committee Members
Mr. J. K. McClain
Mr. N. V. Lubbers
Mr. J. L. Palmer
Mr. C. E. Steele
Mr. R. R. Ripley

Info cc: Managers
Mr. T. E. Lowe

FROM IRENE C. SCHEFFLER TO SAFETY RULES COMMITTEE

SR. SAFETY ENGINEER

1982 January 29

RE: SAFETY RULE CHANGES

I. Tagout and Lockout Regulations (1981 December 02)

J. L. Palmer has submitted the following proposed change to the revised Tagout and Lockout Regulations:

Insert as Article VIII and move the present Article VIII on the Red Portable Potroom Ground Tag to Article IX.

VIII. Any vehicle being repaired in the confines of Buildings 29, 37, or R-111 will not require a White Personal Danger Tag.

Any vehicle determined to be in an unsafe condition will be tagged immediately with a yellow tag on either the steering wheel or ignition switch. This will be done on vehicles with inoperative hydraulic systems, burned wiring, broken steering systems, or other similar mechanical problems that render the vehicle unsafe to move without prior knowledge of the problem. This tag will not be removed until the mechanic has repaired and checked out the malfunction and determined the vehicle to be safe. The mechanic may, however, operate the unit for test or other necessary reasons with the tag attached.

Any vehicle being serviced in the field shall be "Yellow Danger Tagged" by the mechanic or helper working on the unit at the time work is started and shall not be untagged until work is completed on the job. This includes tire changes.

The yellow tag, in the case of motor vehicles, is generally used to stop people other than the assigned mechanic or helper from operating the equipment until it has been declared safe.

NOTE: Paragraphs 1 and 2 are updated versions of the special tagout procedure for the Garage on pp. 87-89. Should this change be approved, the rules as they presently appear on pp. 87-89 will be deleted.

Should you have any questions or problems with this addendum, please contact J. L. Palmer or the writer promptly. Unless negative comments are received, this will go to print on 1982 February 05.

ALCOA

II. Printing and Disseminating of Rules Revisions

The following revisions will be disseminated as soon as they are printed:

A. Unattended Vehicles

B. High Voltage Clearance

C. Handling Compressed Air and Gas Cylinders

D. Moving Rail Cars Using a Coupling Device

E. Seat Belt Rule

*F. Tagout and Lockout Regulations

*G. Entry Procedure for Tanks, Vessels and Confined Spaces

H. Potable Water Tie-In Procedure

*These revisions will not go into effect until a 45-day training period has been set. Details on this training period will go to all appropriate plant staff when the revisions are released for distribution.

Irene Scheffler

IRENE C. SCHEFFLER

ICS/cmp

— To — I. Schaffler — Let's Discuss

FROM. J. T. DeBAULT

MOBILE EQUIPMENT REPAIR
SUPERVISOR

TO SAFETY RULES COMMITTEE

Mr. H. P. Bledsoe
cc: Mr. J. L. Palmer

1982 January 21 John would like this as part of the general rules in the front of the book. Possibly because most people read this part.

RE: REQUEST TO ADD A SECTION TO THE "SAFETY RULES" BOOK

This request is to add a section to the "Operations General Safety Rules" under Part B, Item 4, "Operating Machinery or Vehicle" on page 3 as follows:

4. Do not drive or operate a vehicle or piece of equipment that has any known defect that will affect safe operation. Any vehicle being repaired in the confines of buildings 29, 37, or R-111 shall not be removed or operated by persons outside the Mobile Equipment Repair Department without approval from the Mobile Equipment Repair Department.

People coming in on off-shift

J T DeBault
J. T. DeBAULT

JTD:jar

Ref 88-87-89

I called Jerry to tell him who initiated request.

Why? John ask DeBault 1/22

ALCOA

File - SR Comm

J. QUAGLIA, JR.

SAFETY MANAGER

SAFETY RULES COMMITTEE

1982 February 24

RE: SAFETY RULES COMMITTEE MEETING

There will be a Safety Rules Committee meeting on Tuesday, 1982 March 02, at 10:30 A.M. in R-139 Conference Room.

The agenda for the meeting is as follows:

1. Status of current approved rule changes
2. Status of training on tagout/lockout
3. Status of updating and redistributing all special procedures
4. Discussion of documentation of Safety Rules Committee procedures.

Please plan to attend.

J. QUAGLIA, JR.

JQ/cmp

Copies to: Mr. J. K. McClain
Mr. J. L. Palmer
Mr. R. R. Ripley
Mr. C. E. Steele
Mr. N. V. Lubbers

Committee
S
Elwell
Fagan
Webb
Lubbers
Quaglia

1) Send out all rules etc tagout/lockout and special entry procedures.
2) Change shields to shells entry procedures.
3) Jan [illegible] Special Procedures book condensed and maps displayed.

- Tagout/Lockout

1) Script is completed in rough draft
   a) Need to take slides & have slides formatted for captions
   b) We will be requesting some specific help as far as suggesting good slides to indicate what we would like to show - ie Utility -
   c) Re for training - feel we should send a completed draft of Tag/Lock to all supervisory personnel & ask them to read and review written procedures - I like the idea of having the scheduled meeting where we will show power-point slides
   d) Tagout - Lockout will also generate questions - This will be handled by Safety Dept -
   - Supervisory personnel

2) Rule Changes
   - Suggest three changes
      1) Tagout/Lockout
      2) Confined Space
      3) Misc

Palmer,

1) Status of comment approved with changes

2) Status under - Target - Latest
- Line Management Funds -
Sold at on presentation
- J. McClain
1) Key changes
2) Need Entry by proposal
B) Designated Tag Point
1) Entry Cost
c) Maintenance Change - [illegible]
Cond.

3) Special Quantity Parts as Needed - Objective -

4) Non-Ties 3-4 - next week [illegible]
another - Communicate Target - Locations
to Supervisory - Engineers
- Handout earlier - read - come to
meeting, changes -

- Conduct

- Need 5th - Sold-on-site - Parker
Finished
Ring / Ride gear to Target -
need under all under until all ...

ALCOA0000294

Meeting again the 16th - R 137 Stanislaus -

* Need charter for Safety Rules Committee how are we suppose to handle dispatch items.

SAFETY RULES COMMITTEE MINUTES
1982 March 02

The Safety Rules Committee met in R-139 Conference Room on Tuesday, 1982-03-02. Members present included J. K. McClain, J. L. Palmer, R. R. Ripley, C. E. Steele, N. V. Lubbers, and J. Quaglia. I. C. Scheffler also attended the session.

Agenda I - Status of Current Approved Rule Changes

The group was informed by I. C. Scheffler that all rule changes submitted have been typed and are presently being proofed before the copies are reduced and reproduced for issuance. Members agreed that all miscellaneous rules should be issued as soon as possible with a cover letter explaining the changes. The rules covering lockout, tagout, and vessel entry procedures will not be issued with the other changes. These rules will be issued to supervisory personnel about one week prior to conducting training sessions on these subjects.

Agenda II - Status of Training on Tagout/Lockout

The Safety Department recently completed a draft script for a sound-on-slide presentation of tagout/lockout. J. Quaglia suggested that Safety Department personnel review the changes with supervision and that supervision would then be responsible for training the hourly personnel. The sound-on-slide presentation could be used as a training aid. J. L. Palmer suggested that rather than have Safety personnel do the initial training, line management do this training. This will help to emphasize line management's commitment to the accident prevention program. Palmer also commented that it is extremely important that all members of the Safety Rules Committee know, understand, and interpret the rules the same. Quaglia is to issue committee members a draft of the sound-on-slide presentation.

The supervisory training sessions will begin in early April and the hourly training sessions will follow. Line supervision will conduct the training sessions. By 1982-05-01, the new tagout/lockout and vessel entry procedures will go into effect.

Agenda III - Status of Updating and Redistributing all Special Procedures Manuals

The group briefly discussed the disarray of the Special Operating Procedures Manual. J. K. McClain explained to J. Quaglia the original intent of the manual. A decision was made that a committee with representatives from each area of the plant would be established. This group would be responsible for organizing and developing a system to bring the manuals up-to-date and also formulate procedures to insure manuals remain current. The group also discussed the idea of condensing the pages in the book much like the Chemicals area has already done. All members agreed that this would be an excellent idea and an objective of 1983-01-01 was set. The group also agreed that by January, 1983 a schematic diagram or checklist indicating valves, pumps, blind location, etc. that require tagout will be incorporated with each vessel entry permit.

Members on the sub-committee responsible for updating and organizing the Special Operating Procedure Manual are as follows:

H. G. Elrod - Alumina
W. R. Rogers - Mechanical Maintenance
J. C. Webb - Electrical Maintenance
N. V. Lubbers - Chemicals
J. Quaglia - Safety

Agenda IV - Procedures for Safety Rules Committee

A brief discussion took place reviewing the steps taken to initiate a rule change. The Safety Rules Committee has never documented a charter set of rules or guidelines to be followed to initiate change. This topic was deferred and will be discussed at a future meeting.

FROM J. QUAGLIA TO SAFETY RULES COMMITTEE MEMBERS

SAFETY MANAGER

1982 April 05

RE: MINUTES - SAFETY RULES COMMITTEE MEETING - 1982 APRIL 02

AGENDA I - Tagout/Lockout Review

The group viewed the newly developed sound-on-slide presentation of tagout/lockout. This presentation will be updated following the initial training.

Also, the Safety Department will be developing a sound-on-slide presentation for vessel entry procedures. The Safety Department will request some help from the department heads to outline required needs for this presentation.

Tagout/lockout training will begin on Monday, 1982 April 05, with supervisory personnel. Line management will conduct the sessions. Members suggested that the review of revised rules be copied and issued to all supervisory people. This will be done.

AGENDA II - Potable Water Rules

The Committee was not in favor of the revised potable water rules changes.

J. QUAGLIA

JQ/cmp

Copies to: Mr. J. K. McClain
Mr. C. E. Steele
Mr. J. L. Palmer
Mr. R. R. Ripley
Mr. N. V. Lubbers

Info cc: Ms. I. C. Scheffler

ALCOA

File
SR Comm

RULES COMMITTEE MEETING AGENDA
1982 March 18

AGENDA I - Review procedures for distributing revised rules - sample letter attached.

- Problem with Potable Water Committee

AGENDA II - Update and review of tagout/lockout sound-on-slide program. Review script, comments.

AGENDA III - Flame retardant clothing policy. See attached letter from Mr. Archibald and Mr. Kramer. At present our policy prohibits synthetic clothing in potrooms and ingot plant operations. Pittsburgh suggests we survey other classifications and take the necessary steps; i.e., electricians, fire brigade, welders.

AGENDA IV - Alarms throughout the plant - should we standardize?

AGENDA V - Communication on meeting held with field welders.

Problem 1 - Supervisors not inspecting area prior to signing welding permit.

Problem 2 - Do we need more qualified personnel to use test meter? Should person testing sign form and date it? Should welder be present when test is taken?

FROM J. QUAGLIA

SAFETY MANAGER

1982 March 25

TO SAFETY RULES COMMITTEE

Copies to: Mr. J. K. McClain
Mr. J. L. Palmer
Mr. R. R. Ripley
Mr. C. E. Steele
Mr. N. V. Lubbers

Info cc: Ms. I. C. Scheffler

RE: MINUTES - 1982-03-18 - SAFETY RULES COMMITTEE

On the above date the Committee met. All members were present except J. L. Palmer.

Agenda I - Distribution of Revised Safety Rules

J. Quaglia covered with the group the proposed plans for distributing the revised safety rules (excluding tagout/lockout and procedures for vessel entry). The Safety Department will handle distribution once rules are duplicated. Rules will be distributed to appropriate people in sufficient numbers to cover all personnel in their area of responsibility. A cover letter will be attached summarizing the revisions. (See attached cover letter.)

Since there may be another revision to the Potable Water rule, it was decided that this revision would not be included in the distribution.

A new index to the rules book will be supplied with the distribution of tagout/lockout and vessel entry.

Agenda II - Update Tagout/Lockout

The group reviewed the proposed script for tagout/lockout. All changes will be incorporated into the final version. A script will be supplied with the three copies of the presentation for use as a reference for trainers.

The group decided that the vessel entry procedures should also be distributed with the tagout/lockout rules. J. Quaglia will investigate possibility of developing separate sound-on-slide presentation to cover this material.

The group also discussed the urgency in presenting this material. During our last session, we committed to training supervisory personnel in early April. This deadline is still being pursued.

Joe

J. QUAGLIA

JQ/cmp
Attachment

ALCOA

RULES COMMITTEE MEETING AGENDA
1982 March 18

AGENDA I - Review procedures for distributing revised rules - sample letter attached.

- Problem with Potable Water Committee

AGENDA II - Update and review of tagout/lockout sound-on-slide program. Review script, comments.

AGENDA III - Flame retardant clothing policy. See attached letter from Mr. Archibald and Mr. Kramer. At present our policy prohibits synthetic clothing in potrooms and ingot plant operations. Pittsburgh suggests we survey other classifications and take the necessary steps; i.e., electricians, fire brigade, welders.

AGENDA IV - Alarms throughout the plant - should we standardize?

AGENDA V - Communication on meeting held with field welders.

Problem 1 - Supervisors not inspecting area prior to signing welding permit.

Problem 2 - Do we need more qualified personnel to use test meter? Should person testing sign form and date it? Should welder be present when test is taken?

FROM J. QUAGLIA TO SAFETY RULES COMMITTEE MEMBERS

SAFETY MANAGER

1982 April 05

RE: MINUTES - SAFETY RULES COMMITTEE MEETING - 1982 APRIL 02

AGENDA I - Tagout/Lockout Review

The group viewed the newly developed sound-on-slide presentation of tagout/lockout. This presentation will be updated following the initial training.

Also, the Safety Department will be developing a sound-on-slide presentation for vessel entry procedures. The Safety Department will request some help from the department heads to outline required needs for this presentation.

Tagout/lockout training will begin on Monday, 1982 April 05, with supervisory personnel. Line management will conduct the sessions. Members suggested that the review of revised rules be copied and issued to all supervisory people. This will be done.

AGENDA II - Potable Water Rules

The Committee was not in favor of the revised potable water rules changes.

J. QUAGLIA

JQ/cmp

Copies to: Mr. J. K. McClain
Mr. C. E. Steele
Mr. J. L. Palmer
Mr. R. R. Ripley
Mr. N. V. Lubbers

Info cc: Ms. I. C. Scheffler

#2

53-3875-0000-003

Code

FROM J. QUAGLIA TO SAFETY RULES COMMITTEE MEMBERS

SAFETY MANAGER

1982 April 12

RE: TAGOUT/LOCKOUT SESSIONS

The following is a composite of items brought up during our training sessions with the supervisory personnel. Please plan to meet on Thursday, 1982-04-15, at 11:00 A.M. in Conference Room R-139 to discuss these items and clarify them so that we can inform all necessary persons.

1) Do we need yellow tags with the green and white group tags? This applies to all items tagged out when using group tags.

   Alternatives

   a) Only place one yellow tag at each tagging point.

   b) Only place one yellow tag at each tagging point and an additional yellow tag at the designated tagging point for each craft working in the area.

   c) Eliminate the yellow tag altogether when using the group tag.

2) What tanks have been checked out by Industrial Hygiene?

3) Do we need date on tags?

4) What is meant by responsible and knowledgeable supervisor? How does one know where designated tagging point is? Shouldn't word be left at Production office?

5) What would stop me from removing my group tag after my craft completed their work?

6) Designated area tagged out - need to check rotation of motor; Can I disconnect at coupling a test motor?

7) Must individuals going to First Aid remove white personal tags; none emergency cases?

8) Page AB-8 error word "filled" should be "filed".

9) Production turns over job to Millwrights for testing. Electricians need to check motor rotation; can they pull Millwrights tags?

ALCOA

10) What happens if group is working around a vessel, but not really in it? Does this crew share designated tagging point at vessel entry or do they require additional tags and designated tagging point?

11) What do I do if I need to check material levels inside tanks? Must I consider this as entering vessel? Old rules stated O.K. to sample without permit.

12) Are tank cars and covered hopper cars considered vessels?

13) Need to change three of the slides in the presentation. Fussell shown throwing switch to 480, but really only disconnecting 110. Also, must check to see if this is or is not common practice.

14) During shutdown you may have a couple of departments involved. Would common equipment have two green and white tags?

15) What do you do if you require a vessel entry permit and Production people are no longer working in this area? (i.e., Chlor-Alkali - Does engineer issue permit?)

16) Do we need a group tag at vessel entry permit?

17) Specially authorized persons should be handled by classification, not by individuals?

J. QUAGLIA

JQ/cmp

Copies to: Mr. J. K. McClain
Mr. C. E. Steele
Mr. J. L. Palmer
Mr. R. R. Ripley
Mr. N. V. Lubbers

Info cc: Ms. I. C. Scheffler

FROM J. QUAGLIA, JR.

SECRETARY - SAFETY RULES COMMITTEE

1982 May 11

TO MR. D. R. GRUNDHOEFER
MR. R. S. CAIN
MR. J. C. MAYFIELD
MR. M. L. COOPER
DR. L. F. SCHALLER
MR. R. E. HOWELL
MR. E. T. O'CONNOR
MR. J. L. MINTER
MR. T. INNES
MS. J. D. SCHAEFER
MR. C. C. DOUGLAS
MR. C. E. STEELE
MR. J. RAMOS
MR. N. V. LUBBERS
MR. S. Y. TZENG
MR. R. M. ROSE
MR. R. R. RIPLEY
MR. H. M. STELLMAN
MR. J. L. PALMER
MR. A. A. DOHMANN
MR. D. A. NELSEN

cc: Mr. H. W. Cooper
Mr. R. D. Fitzgibbon
Mr. R. C. Flournoy
Mr. J. K. McClain
Mr. F. J. Mabry

RE: SAFETY RULES BOOK REVISIONS

Attached are copies of revised rules for personnel in your area of responsibility. Please be sure that these revisions are reviewed with all personnel and, if appropriate, recorded on the employee's ESPR (Employee Safety Planning Record). Below is a synopsis of the changes:

1. Page 3, Rule 3: This rule now requires seat belts to be worn when on company business outside the plant. It includes company, rental, and personal vehicles. Also, seat belts are to be worn in vehicles/equipment as required by its JSA/ESA regardless of where they are operated.

2. Page 4, Rule 6: This rule now describes the types of exceptions rather than specific vehicles/equipment. The JSA/ESA must explain all instructions regarding these excepted vehicles/equipment.

3. Page 4A, Rule 9: NEW RULE - Rail cars are not to be moved with any vehicle or piece of equipment that does not have a coupling device.

4. Page 10A, Rule 19: This rule has been reorganized and restated for clarity and to better represent our policies on the safe handling of compressed air and gas cylinders. It now includes a statement on transporting cylinders with caps in place and requires regulators and guages to be protected by a guard. Also, it refers personnel to the related safe procedure--the ESA.

ALCOA

5. Page 10A, Rule 20: NEW RULE - This new rule stipulates the safe work procedures associated with preparing to work in areas where high voltage lines are present. Alcoa suffered a fatality in 1981 when an employee contacted high voltage power lines in a refining operation.

If you have any questions regarding the above revisions, please contact the writer at Extension 2257. Should you need additional sets of revised rules, please contact Charlene Pennington at Extension 2201.

J. QUAGLIA

JQ/cmp

Attachments

file

1 Guards — EAR Ear plugs — spoke w/ RGS on 5/5/83. He will Randle.

2 p 3 rule 6 - dark glasses — changed - moved to SP section

3 add SP on hair — section E, #6

4 add SP on belts — managed. done - Op. Gen. S.P. section

5 Status of Potable Water Committee — delete appendix. incorporate into a rule.

6 p8 rule 12 ck w/ Calcination — leave as safe practice

7 p9 rule 19 safety interlocks — cover in SOP manual

8 stmt. in rules book identifying SOP — stmt. put on end of rule. done in Intro manual

9 p 14 High Voltage — go to T.E.L. + talk — noted next to rule on SRC prog Op changed to 5000 volts

10 discipline statement — Do we need it? ck w/ MRS. — Melissa out entire month of May for contract negotiations. Omitted per JQ.

11. SP on drilling holes in concrete — safe practice added in maint. SP section

12 Conveyor cleanup safe practice - ck w/ EBC — 5/5 EBC says it's OK — RL can live with it

23-3575 ESCC-0001 #2

Category Code

FROM I. C. SCHEFFLER

SAFETY DEPARTMENT

TO SAFETY RULES COMMITTEE MEMBERS

Info cc: Executive Safety Committee Members

1983 January 28

RE: MINUTES - SAFETY RULES COMMITTEE MEETING - 1983 JANUARY 27

Present: Messrs. J. K. McClain, J. Quaglia, H. P. Bledsoe for J. L. Palmer, and Ms. I. C. Scheffler

Absent: Messrs. J. Ramos, N. V. Lubbers, R. R. Ripley

Minutes

1. Joe Quaglia explained the main purpose of the meeting--to discuss how to approach a major revision to the Safety Rules Book. He gave to those present a copy of the proposed revised rules book with comments/suggestions for review. Also, those pages in the book dealing with departmental rules were prepared to be sent to the appropriate persons for their input in the revisions. Those present agreed this was the proper approach to revising the book. The letters on the departmental rules will be sent.

2. Joe mentioned the recent fatality at Massena Operations and the fact that two (2) of the last three (3) fatalities domestically have been the result of failing to properly tagout/lockout. He expressed concern that we need to better educate our personnel and to continue to audit our tagout/lockout program. Jack recommends a series of six (6) to eight (8) videotapes lasting 30 minutes each on tagout/lockout and tank and vessel entry for use in training that will illustrate those parts of the regulations which seem to be confusing. Also, Joe will discuss with the SOP Manual subcommittee the cost aspects of the contract draftsman doing the isometric drawings. Maybe we can accomplish the same end for less money.

3. Joe commented the Facilities and Equipment Standard on Portable Work Stands was raising some concern. The standard calls for work stands 48" and higher to have handrails and toeplate. In some instances, this causes the platform to be unable to access that for which it is designed. Jack and Paul commented these standards are recommendations intended to be used as guidelines. Joe will revise the standard as needed and prepare it for review by the committee. If these standards are to be put in the revised rules book, perhaps they should be renamed and include a preface stating their purpose so people in the plant will understand they are only guidelines.

Meeting adjourned 2:00 p.m.

Irene

I. C. SCHEFFLER

ICS/cmp

FROM I. C. SCHEFFLER
SAFETY DEPARTMENT

TO SAFETY RULES COMMITTEE

1983 April 04

RE: SAFETY RULES BOOK REVISIONS

Attached please find the responses from plant personnel regarding proposed revisions for their sections. Please review and let's prepare to discuss proposed Rules Book revisions as follows:

Section	Meeting
Departmental Rules	1983-04-15, R-139A, 2:00 P.M.
Operations General Rules	1983-04-29, R-139A, 3:00 P.M.
Appendices	1983-05-10, R-139A, 2:00 P.M.

If you are unable to attend, please send an informed, appropriate substitute.

I. C. SCHEFFLER

ICS/cmp

Attachments

Copies to: Mr. J. K. McClain
Mr. J. Ramos
Mr. J. L. Palmer
Mr. R. R. Ripley
Mr. N. V. Lubbers
Mr. J. Quaglia

FROM I. C. SCHEFFLER

SAFETY DEPARTMENT

TO M E M O R A N D U M

1983 January 21

RE: REVISIONS TO RULES BOOK

The Safety Rules Book is currently under revision to reflect the deletion of those areas of the plant which are no longer in operation. Attached please find copies of the revised pages for your area of responsibility. Please note the suggested changes and comments that have been made in an effort to clarify and update your section.

Please review and discuss the content with an appropriate representative group from your area and make any changes, additions, or deletions you feel necessary and return your comments to me by 1983 February 28. Your proposal will then be forwarded to the Safety Rules Committee for review and approval.

Should you have any questions or require assistance, please call me at Extension 2112. Thank you in advance for your cooperation.

Irene

I. C. SCHEFFLER

ICS/cmp

cc: Safety Rules Committee

Mr. R. C. Flournoy/Mr. E. B. Colley.....	Pages 21, 22, 32
Mr. J. Ramos/Mr. E. J. Perez/Mr. H. G. Elrod/ Mr. A. R. Ness	Pages 22, 25-27
Mr. N. V. Lubbers/Mr. G. C. Beeler.....	Pages 22, 32-35
Mr. E. D. Da Silva/Mr. J. H. Hutchins.....	Pages 23-24
Mr. E. D. Da Silva/Mr. G. Geppert.....	Pages 28-31
Mr. E. E. Burns/Mr. J. I. Badgett.....	Pages 36-37
Mr. H. M. Stellman.....	Page 38
Mr. R. R. Ripley/Mr. E. W. Sones.....	Page 39
Mr. H. P. Bledsoe/Mr. W. R. Rogers.....	Pages 40-50
Dr. L. F. Schaller.....	Emer. Proc. App. AH

ALCOA

FROM I. C. SCHEFFLER

SAFETY DEPARTMENT

TO SAFETY RULES COMMITTEE

Copies to: Mr. J. K. McClain
Mr. J. Ramos
Mr. J. L. Palmer
Mr. R. R. Ripley
Mr. N. V. Lubbers
Mr. J. Quaglia

1983 January 21

RE: PROPOSED REVISIONS TO THE SAFETY RULES BOOK

Attached please find the proposed revised Safety Rules Book in its entirety. It has been changed as follows:

-- deleted rules related to Smelting Power, Chlor-Alkali, and the Smelting Plant (except the Paste Plant) throughout the book including references in the Appendices

-- added Appendix AJ on Facilities and Equipment Standards

-- added Appendix AK on Accident Prevention Responsibilities

In an effort to clarify, update, and bring some continuity to the book, several changes have been suggested. Also, copies of Pages 21-50 have been mailed to appropriate personnel for review and input per the accompanying letter.

Please review the proposed revised book and make comments/changes in the extra space provided on the pages. The departmental portion of the book (Pages 21-50 mentioned above) will be forwarded to you for review and comments/changes shortly after the 1983 February 28 deadline. At some later date we will get together and review the book as a committee for changes and approval in preparation for publication. The revised book will be printed in the type in which it appears in the attachments.

Should you have questions or require additional copies from which to work, please contact the writer at Extension 2112.

Irene

I. C. SCHEFFLER

ICS/cmp

Attachments

ALCOA

FROM J. QUAGLIA

SAFETY MANAGER

TO SAFETY RULES COMMITTEE

cc: Mr. J. K. McClain
Mr. J. Ramos
Mr. J. L. Palmer
Mr. R. R. Ripley
Mr. N. V. Lubbers

1983 January 24

RE: SAFETY RULES COMMITTEE MEETING

Please attend a meeting on 1983 January 27, Thursday, at 1:00 P.M. in R-139 Conference Room. The Safety Rules Committee will be undertaking revisions to the safety rules book during 1983. This meeting will be to discuss the ways in which we will do this.

Joe

J. QUAGLIA

JQ/cmp

ALCOA

File Safety Committee J. Quaglia

FROM H. P. BLEDSOE
CAPITAL & SERVICES ARE
SUPERINTENDENT

TO MR. J. L. PALMER

cc: Mr. R. L. King
Mr. H. M. Stellman
Mr. J. Quaglia

duplicate letter filed w/ Ladders & Scaffolding

August 1, 1983

RE: INSPECTION OF PORTABLE LADDERS AND SCAFFOLDING

I would like for the Safety Rules Committee to consider revising the inspection intervals as stated in Appendix AA of Portable Ladders from one (1) month to two (2) months and of scaffolding from one (1) month to three (3) months. This is an adjustment we believe will more realistically reflect toolroom inspection requirements, as few defects are found on current monthly inspections. In addition, the short monthly interval places a hardship on both user and inspector to efficiently get inspections done without interrupting work or spending a lot of time every month locating scaffolds and ladders (especially scaffolds).

An additional item, which should be added to Appendix AA, is Air Spiders (Spider Staging), which have recently been added to our formal inspections. Interval is six months (monthly field inspection of cable) and a metal inspection tag is attached showing next inspection date. These are all the changes in Appendix AA that will be requested for the foreseeable future.

HPB

H. P. BLEDSOE

HPB:ga

Joe
I would like To get some comments started towards modifying the rules on intervals
Jim

ALCOA



Go See Ripley

- Monthly
  - Things were a mess
  - Overkill This not engineering.

* Ladders 2 months
* Scaffold - 3 months
* Sling - 2 months — 700 —

Quick Release
Shock Absorber -

~~M. McJohnson~~

- Do we have any areas in question - Bldg 35??

Joe Q. ←

[illegible] R-35. All [illegible]

11. Safe practice added in Maintenance S.P. section.

FROM M. A. JOHNSON TO ALL MAINTENANCE SUPERVISORS

MAINTENANCE ENGINEER

S Practici

February 4, 1983

RE: HOLES IN ELEVATED CONCRETE FLOORS

In the past holes have been drilled through concrete floors for a variety of reasons, including providing access for electrical conduit and water or air lines, providing a means to support piping and for floor drains and chutes. While drilling holes through elevated concrete floors is often beneficial to the accomplishment of the task at hand, it can also be structurally detrimental and should be discouraged. It should be done only when absolutely necessary and under the direction of an experienced engineer.

When drilling holes through existing elevated concrete floors several conditions must be met:

1. Hole diameters should be sized as small as possible. This will minimize the possibility of cutting reinforcing steel. In some instances, cutting a single reinforcing rod may cause no serious problem. If, however, that rod happens to be in a beam, it may represent 50% of the reinforcement in that beam. In some critical situations the Engineer may specify the use of a reinforcing rod detector device.

2. A core drill should always be used to drill holes through concrete floors. This will minimize spalling on the underside of the floor and repairs will be easier and last longer.

3. Holes should be filled with a non-shrink grout or with a conventional grout that is dry-packed.

Factors to consider before deciding to drill holes through an elevated concrete floor include: number of holes required; their location on the floor span and their proximity to one another; and if a load situation is involved, how it will affect the floor.

Please contact the writer or Area Mechanical Engineer as questions arise.

M. A. JOHNSON

MAJ:ga

cc: Mr. J. L. Palmer
Mr. F. Tortorici
Mr. M. L. Vidrine
Mr. J. Ramos
Mr. N. V. Lubbers
Mr. J. Quaglia

ALCOA0000316

1985-01-15

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-01-09

Present: Messrs. J. Quaglia, T. E. Lowe, J. K. McClain, K. L. Keller, R. L. Hudson, R. C. Flournoy, P. E. Kelm, F. Tortorici for R. D. Fitzgibbon, R. I. Villarreal, B. W. Stehling, L. F. Wagner, and P. J. Holster

Absent: Mr. C. L. Adams

J. Quaglia reviewed the last two serious injuries of 1984 with the group. S.I. #27 resulted while two Masons were unloading grating at the new weigh station. The grating fell striking the knee of Mr. Hollis causing a rather long laceration requiring sutures. S.I. #28 was a burn injury which occurred on Christmas Eve to Mr. J. Herman, Clarification employee. Mr. Herman was injured while cleaning out a cone discharge line and hot material splashed into his boot. This thickner still has the old screen box design which could have been a contributing factor in this accident. The group also discussed the pros and cons of wearing one's pants either on the inside or outside of the boots. The Committee recognizes the importance of developing some solutions to this problem. Suggestions of laced type or strapped boots were discussed.

S.I. #1 of 1985 was also reviewed. R. A. O'Donnell, Unit Supervisor in Precipitation, was injured on 1985-01-04. Mr. O'Donnell received caustic burns to both eyes while working under #16 Tray at R-45. The group was informed Mr. O'Donnell's left eye was almost completely well while there remains concern for the condition of the right eye. The Ophthalmologist informed Richard it will be another two weeks before he will know for sure if there is any permanent damage. B. Stehling asked what type goggles were being worn at the time of the incident. No one at the meeting knew. Billy suggested we evaluate the Encon goggle claiming they give a very poor fit. The group also discussed the merits of wearing goggles around one's neck. Properly worn PPE is extremely important. The use of hat bands for holding goggles is convenient, but quickly distorts the goggle, and the bands always seem to be loose.

J. Quaglia also mentioned a correction to the 1984-12-12 minutes. The Brazilian fatality involved lights of 220 volts, not 12 volts.

Industrial Hygiene Manual Section 5.0, Respiratory Protection, was handed out to all personnel.

OLD BUSINESS:

1. Rescue Procedures Throughout Plant - (J. Quaglia)

   No more surveys completed. R. G. Sheppard to write up proposal and submit for Committee's review. J. McClain requested we resolve issue of whether or not harness needs to be placed adjacent to opening on flash chamber in Digestion.

Category Code

2. Piping Standards for Covering Flanges (R. D. Fitzgibbon)

Draft approved by assigned committee. B. Thomas to write letter communicating such and adopt as amendment to Facility and Equipment Standards.

3. Spills/Access/Drainage (J. K. McClain)

Shop Order for Precipitation is being routed. F. Tortorici mentioned some problems with custom made unit in R-40/42. R. Flournoy reported Chemical area has been identified and completed.

4. Reinsulation of R-31 (R. D. Fitzgibbon)

Unit presently down. F. Tortorici will check on reinsulation status as discussed last year.

5. Replacement of Cast Iron Valves (R. D. Fitzgibbon)

F. Tortorici reported preliminary findings:

a. will not use cast iron valves on live steam service
b. will use some cast iron of flash steam; breakpoint not yet decided
c. may eliminate stock cast iron valves in Stores

J. McClain suggested we be cautious of eliminating from Stores. Might be far more practical to educate fitters of the standard. Frank and Jack will discuss further.

6. Wiring of Ventilating Fan, Machine Shop (R. D. Fitzgibbon)

Completed. Delete.

NEW BUSINESS:

1. Monorails/Confusion (R. D. Fitzgibbon)

Group discussed G. Schmidt's letter concerning labeling of monorails and trolleys. Committee has concern that personnel will not examine trolley; too difficult to see nameplate. A suggestion was made that we once again review policy with input from Maintenance and Engineering and communicate policy via safetygrams and through MSHA safety meetings.

2. Pneumatic Guns - Digestion (J. K. McClain)

R. Villarreal discussed problems with scaling guns in Digestion. Procurement to have representative visit plant. Guns are too long to scale inside shell of blowoff tanks.

3. Trenching Problem - Digestion (J. K. McClain)

R. Villarreal discussed hearing problems in R-30. J. K. McClain requested Engineering to examine.

DISCUSSION ITEMS:

1. J. Quaglia reported he had not yet received a near miss report on the R-84 incident involving the large crane. Following conversation with D. Hinds, felt report would be forwarded through C. Harris.

2. P. Kelm asked if we had heard anything from Dr. Kirkman about our seat belt letter. J. Quaglia reported there has been no response.

3. Reflectors for flooded road not yet received.

4. R-146 screen - cost study being made.

5. R. Hudson commented group met on January 8th to discuss potential hazards of scaling machine in R-35 Tank. Group will meet again on February 5th.

6. P. Kelm concerned about two vehicles not having seat belts. Numbers given at last meeting incorrect.

7. R-45 north of the north elevator appears to have continual spillage problem. F. Tortorici reports hydrate plugs sump. Presently working on system.

8. P. Kelm and R. Hudson concerned that replacement vehicle being used in R-35 while Clarification front end loader is being repaired presents a safety hazard. J. McClain pursued problem. R. Hudson believes track type unit would suffice. B. Stehling also mentioned problem with R-45 tractor.

J. QUAGLIA

JQ/cmp

DISTRIBUTION:

Mr. C. L. Adams -R-35M (c/o J. K. Henderson)

Mr. H. P. Bledsoe - R-139
Mr. H. W. Cooper - B.1
Mr. H. G. Elrod - R-35Q

Mr. R. D. Fitzgibbon - R-139
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - B.1
Mr. I. P. Anich - R-139
Mr. R. C. Hiserodt - B.1
Mr. R. L. Hudson - R-35 (c/o A. L. Malaer)
Mr. J. H. Hutchins - R-10
Mr. K. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-139
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. J. C. Mayfield - B.1
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. J. L. Minter - B.103
Mr. A. R. Ness - R-45X
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. Perez - R-30L
Mr. C. A. Phillips
Mr. J. Quaglia - B.1
Mr. R. R. Ripley - R-139
Mr. R. G. Sheppard - B.1
Mr. H. M. Stellman - R-148
Mr. L. F. Wagner - B.1

Mr. P. J. Holster, Jr. - R-325 (c/o C. Johnson)
Mr. B. W. Stehling - R-45 (c/o J. H. Kinder)
Mr. R. I. Villarreal - R-30 (c/o G. B. Viets)

1985-02-21

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-02-13

Present: Messrs. J. Quaglia, T. E. Lowe, J. K. McClain, K. L. Keller, R. L. Hudson, N. V. Lubbers for R. C. Flournoy, P. E. Kelm, R. D. Fitzgibbon, R. I. Villarreal, B. W. Stehling, L. F. Wagner, and P. J. Holster

Absent: Mr. C. L. Adams

J. Quaglia discussed the last five (5) serious injuries since the last meeting:

- Phillip J. Howard, Digestion - S.I. #2
  01-17 - Fracture to Left Finger

- Rose M. Svoboda, Maintenance Control - S.I. #3
  01-30 - Laceration to Left Finger

- Michael F. Gordon, Maintenance Area I - S.I. #4
  02-11 - Burn to Left Eye

  - Possibility of including as a Safa Practice in Safety Rules Book the wearing of goggles if job requires looking up for a long period of time/being susceptible to getting something in eye.

- Leon E. Petru, Electrolyte - S.I. #5
  02-11 - Laceration to Left Finger

  - In addition to making the area larger (congested area), lubricating plug valves, proper fit of handle, and longer handles were discussed to eliminate accidents of this kind.

- James R. Palmer, Maintenance Area II - S.I. #6
  02-11 - Sprain to Left Ankle

  - Appropriate way of entering/exiting manholes will be looked at along with the sensitive issue of rubber boots offering no ankle support.

J. Quaglia mentioned that P. Kelm and he attended a District Joint Mine Health and Safety Conference in Dallas on February 6 and 7. Sessions on rigging and power haulage (number of fatalities occurring) were discussed. Regarding the power haulage session, P. Kelm commented that all seven of our manlifts operate differently (different controls). He requested that, in the future, before we purchase a new piece of equipment, the operation of that piece of equipment needs to be considered. He suggested some feedback to the manufacturers for consistency in operation of large pieces of equipment and asked about possibly modifying/standardizing our equipment. R. D. Fitzgibbon will study the situation (agenda item).

83-357 C2000-002 #2
Category Code

J. Quaglia remarked that P. J. Holster and K. L. Keller completed the Electrolyte Location Audit with favorable results. The Maintenance Location Audit will involve another member of this Committee.

In March there will be a 2½ day Corporate Industrial Hygiene Audit conducted by Robert James and Dale Huddleston. The Committee was invited to attend a session on the afternoon of March 20th to learn about the audit, its purpose, etc.

Section 6.0, "Hearing Conservation", of the Industrial Hygiene Manual was given to all Committee members. Members were urged to read it, share it with others, and ask any questions which may arise. P. Kelm wondered if noise is a factor considered when buying new equipment. R. Fitzgibbon answered that noise specifications exist and are followed and that manufacturers adhere to MSHA/OSHA rules for equipment they sell. It was announced that Edgar Campbell is the Noise Control Coordinator.

OLD BUSINESS:

1. Rescue Procedures Throughout Plant - (J. Quaglia)

   J. Quaglia reported that R. G. Sheppard will have proposal by 1985-03-01. No surveys were done in January due to weather and plant problems.

2. Piping Standards for Covering Flanges (R. D. Fitzgibbon)

   Proposal has been agreed to and will be added as an amendment to the Facility and Equipment Standards. Maintenance personnel have started covering flanges, but are not finished. All pipefitters will be made aware of their use in Monday morning toolbox meetings. Delete.

3. Spills/Access/Drainage (J. K. McClain)

   J. McClain reported that the issue is being checked on safety inspections done by J. Ramos and him. Sump pump access and getting them raised up to curb height was discussed. R-40 is essentially complete; nothing has been done in R-34 yet, but it is scheduled. Will continue to monitor.

4. Reinsulation of R-31 (R. D. Fitzgibbon)

   R. Fitzgibbon reported that it is on the schedule.

5. Replacement of Cast Iron Valves (R. D. Fitzgibbon)

   Procedure has been composed for adding this to Facility and Equipment Standards. Cast iron valves in Stores will be eliminated, but they will be kept as a special stock item for special places. Existing cast iron valves will be replaced with steel valves. Tickle August, 1985.

6. Monorails/Confusion (R. D. Fitzgibbon)

Recommendation was made to survey how many monorails we have and consideration will be given to putting a trolley on every monorail if trolley can be matched to the monorail. Survey will be done.

7. Pneumatic Guns - Digestion (J. K. McClain)

J. Quaglia commented that a gun is being tried and some progress is being made. Another gun with more power will also be tried.

8. Trenching Problem - Digestion (J. K. McClain)

F. Tortorici, G. Viets, and J. McClain are checking into this. There are uneven gratings with ditches caving in because of poor drainage. Engineering will try to eliminate the problem.

NEW BUSINESS:

1. Consistency in Operation of Large Pieces of Equipment (R. D. Fitzgibbon)

See last paragraph, Page 1.

DISCUSSION ITEMS:

1. J. Quaglia reported he had not yet received a near miss report on the R-84 incident involving the large crane.

2. J. Quaglia reported that it is a mandatory policy that school bus drivers wear seat belts.

3. R-146 screens are being repaired and are on some windows.

4. A group met again on February 5th regarding potential hazards of scaling machines in R-35 Tank. One of the accomplishments they achieved was better lighting.

5. K. Keller will arrange for seat belts or side rails to be installed on the two vehicles that P. Kelm was concerned about.

6. R. Villarreal mentioned a problem with chainfalls/safety belts since he has been scaling an upright digestor on top of R-31. There is a problem going in and out. Because it is a high pressure vessel, porthole needs to be away from the door. Some way also needs to be found to guide hoses, air horns, etc. through the manhole without tangling.

7. J. Holster stressed concern for turning the water off during freeze protection posing sanitation problems. R. Hudson also mentioned needing portable eyewash stations when this happens. J. Quaglia mentioned the balloon devices should be used in each area and if none are available, the respective department should be contacted.

8. B. Stehling mentioned that when scaling tanks they had to cross the fill pipe several times unnecessarily. He also commented on the fork truck that has a hydrostatic pedal that is misleading to the operators. (They think they are stepping on the clutch.)

9. R. Hudson mentioned incident reports being written on persons who have gone to First Aid too much.

J. QUAGLIA/cmp

DISTRIBUTION:

Mr. C. L. Adams -R-35M (c/o J. K. Henderson)

Mr. H. P. Bledsoe - R-139
Mr. H. W. Cooper - B.1
Mr. H. G. Elrod - R-35Q

Mr. R. D. Fitzgibbon - R-139
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - B.1
Mr. I. P. Anich - R-139
Mr. R. C. Hiserodt - B.1
Mr. R. L. Hudson - R-35 (c/o A. L. Malaer)
Mr. J. H. Hutchins - R-10
Mr. K. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-139
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. J. C. Mayfield - B.1
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. J. L. Minter - B.103
Mr. A. R. Ness - R-45X
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. Perez - R-30L
Mr. C. A. Phillips
Mr. J. Quaglia - B.1
Mr. R. R. Ripley - R-139
Mr. R. G. Sheppard - B.1
Mr. H. M. Stellman - R-148
Mr. L. F. Wagner - B.1

Mr. P. J. Holster, Jr. - R-325 (c/o C. Johnson)
Mr. B. W. Stehling - R-45 (c/o J. H. Kinder)
Mr. R. I. Villarreal - R-30 (c/o G. B. Viets)

1985-03-20

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-03-13

Present: Messrs. J. Quaglia, T. E. Lowe, J. K. McClain, K. L. Keller, R. L. Hudson, R. C. Flournoy, P. E. Kelm, R. D. Fitzgibbon, R. I. Villarreal, L. F. Wagner, and P. J. Holster

Absent: Mr. C. L. Adams, B. W. Stehling

Section 7.0, "Radiation Control", of the Industrial Hygiene Manual was given to all Committee members. J. Quaglia told members that our largest exposures in the plant are from the Lab and our Medical Department. The Texas Health Department has strict controls and our levels are minimum. Joe mentioned that L. F. Wagner, O. F. Matus, B. Kruse, and C. Roome have all attended a school on radiation.

J. Quaglia told involved members that they should receive an agenda concerning the Corporate Industrial Hygiene audit to be held 1985-03-20 through 1985-03-22. He invited all to attend the kick-off meeting on the 20th at 3:00 P.M. in Conference Room "A". Background, purpose, and what has been done at other plants will be discussed. He also reminded them of the dinner to be held Wednesday night at the Village Apartment Clubhouse in recognition of what this Committee does as a group.

The rash of injuries we have incurred was discussed. The floor was open for ideas, reasons, or solutions to our problem.

J. Quaglia briefly discussed the results of the recent Maintenance audit. Generally, comments were favorable; however, most employees felt that only 50% of all unsafe acts or practices are ever detected. The pros and cons of a program aimed at identification of unsafe acts, The STOP Program, was discussed.

A lengthy discussion followed concerning near misses/unsafe acts. P. Kelm informed members that hourly employees are not utilizing Medical facilities or reporting near misses in retaliation of verbal warnings issued. The pros and cons of waiving discipline on near misses initiated by hourly employees was discussed. J. McClain suggested discipline only with the concurrence of T. Lowe (agenda item). Both J. McClain and R. Fitzgibbon encouraged bringing to light those issues that involve tagout/lockout and those issues we can correct.

T. Lowe mentioned employees will many times not question the safety aspects of a job if supervision has already viewed the area and accepted the conditions. He went on to state that if the employee is injured, he may be subject to disciplinary action. T. Lowe suggests we reemphasize our commitment to safety rules and regulations.

J. McClain emphasized safety can not be something optional. Supervisors must raise the expectations of employees on safety related matters. We must encourage progressive discipline prior to an occurrence. In this manner we will raise the level of awareness and prove we are still sincere about our safety commitments.

Category Code

OLD BUSINESS:

1. Rescue Procedures Throughout Plant (J. Quaglia)

   J. Quaglia mentioned that an instructor who does rescue training will be in the plant next Thursday to visit with R. Sheppard. Our Fire Brigade will go through a two-day training program. Further details later; possibly scheduled for June.

2. Piping Standards for Covering Flanges (R. D. Fitzgibbon)

   Item deleted; however, J. Quaglia commented that Roundup article did not give Operations Safety and Health Committee credit for surfacing the issue. Note sent to M. Infante to that effect.

3. Spills/Access/Drainage (J. K. McClain)

   J. McClain will provide a detailed list of proposals/installations which will be completed for our next session.

4. Reinsulation of R-31 (R. D. Fitzgibbon)

   There is some concern that this item may not be on schedule; however, R. Fitzgibbon is not aware of any problems. R-31 will be reinsulated.

5. Replacement of Cast Iron Valves (R. D. Fitzgibbon)

   Tickle August, 1985.

6. Monorails/Confusion (R. D. Fitzgibbon)

   No update.

7. Pneumatic Guns - Digestion (J. K. McClain)

   R. Villarreal commented that gun with more power was tried, liked, and being used. Delete.

8. Trenching Problem - Digestion (R. D. Fitzgibbon)

   T. Lowe mentioned that there are a lot of gratings that are disfigured (curled or warped). Because of the footing problem, Mr. Lowe requests that they be trimmed. R. Fitzgibbon will check on this and assure that the gratings fit the trench.

   J. McClain stated we need to resolve problem of draining heaters/slurry onto floors. Appropriate investigation and equipment will be required to minimize plugged trenches.

NEW BUSINESS:

1. Consistency in Operation of Large Pieces of Equipment (R. D. Fitzgibbon)

   R. Fitzgibbon commented that J. Palmer is looking into this; no report at this time. This is a major problem and will not be solved quickly. Basically, the issue involved is the feasibility of standardizing manlifts.

2. Implementation of System/Waiving from Discipline Hourly Generated Near Misses (R. D. Fitzgibbon)

   See Paragraph 5, Page 1.

3. Entrance/Exit R-31 Upright Digester (J. K. McClain)

   R. Villarreal related that G. Schmidt and B. Wilborn have attempted to alleviate the problem. However, Roy mentioned he believes there is still a problem. J. McClain stated he would investigate this issue.

DISCUSSION ITEMS:

1. Regarding the near miss report on the R-84 incident involving the large crane, J. Quaglia commented that P. Bledsoe talked to the operator who stated the cable only fell a very small distance. J. Holster and P. Bledsoe will discuss this item.

2. Because of the item involving hazards of scaling machines in R-35 Tank, better lighting has been achieved. Tank bottoms have been made bigger (working fine).

3. Side rails have been installed on the two vehicles which needed them.

4. T. Lowe told the Committee that R. L. Hudson has asked to be relieved as a member of this Committee. Tommy and Joe personally thanked Robert for his safety and hygiene contributions and involvement in R-35 area and throughout the plant. Tommy also mentioned that C. L. Adams would be replaced as a member of this Committee in the near future.

5. R. Villarreal mentioned a problem involving R-33 Heater Cleaners when pulling heads on Heaters 25-28. (They have to use a chainfall on the ones on the east side.) A hoist has been on order for several years.

6. T. Lowe stated that the Machine Shop is planning to install two tape ridden lathes side by side so that one operator can run them simultaneously. Lathes sometimes make cuts they are not programmed to make. R. Fitzgibbon will check this out.

7. P. Kelm commented that the braking capacity of a scooter is not geared for hauling air compressors.

8. R. Hudson suggests will look at placement of Kalamazoos used by welders at R-36 (too many close calls with overflows and units being placed right under the building).

J. QUAGLIA/cmp

DISTRIBUTION:

Mr. C. L. Adams -R-35M (c/o J. K. Henderson)

Mr. H. P. Bledsoe - R-139
Mr. H. W. Cooper - B.1
Mr. H. G. Elrod - R-35Q

Mr. R. D. Fitzgibbon - R-139
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - B.1
Mr. I. P. Anich - R-139
Mr. R. C. Hiserodt - B.1
Mr. R. L. Hudson - R-35 (c/o A. L. Malaer)
Mr. J. H. Hutchins - R-10
Mr. K. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-139
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. J. C. Mayfield - B.1
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. J. L. Minter - B.103
Mr. A. R. Ness - R-45X
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. Perez - R-30L
Mr. C. A. Phillips
Mr. J. Quaglia - B.1
Mr. R. R. Ripley - R-139
Mr. R. G. Sheppard - B.1
Mr. H. M. Stellman - R-148
Mr. L. F. Wagner - B.1

Mr. P. J. Holster, Jr. - R-325 (c/o C. Johnson)
Mr. B. W. Stehling - R-45 (c/o J. H. Kinder)
Mr. R. I. Villarreal - R-30 (c/o G. B. Viets)

1985-04-17

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-04-10

Present: Messrs. J. Quaglia, T. E. Lowe, K. L. Keller, H. G. Elrod for J. K. McClain, P. E. Kelm, F. Tortorici for R. D. Fitzgibbon, R. I. Villarreal, L. F. Wagner, P. J. Holster, B. W. Stehling, M. W. McDonald, C. L. Adams, and N. V. Lubbers for R. Flournoy

Absent: None

Wayne McDonald, Area Operator in Clarificaton, was introduced and welcomed to the Committee as a replacement for R. L. Hudson, who was a valuable asset to the Committee. J. Quaglia gave a brief background of the Committee and reviewed its purpose for the new member.

J. Quaglia told Committee members about the NIOSH (National Institute for Occupational Safety and Health) survey presently being done in our plant consisting of a materials inventory and log of usage rates per year. The visitors are surveying for MSHA looking at the health side of accident prevention.

J. Quaglia thanked members of the Committee for their participation in the recent Industrial Hygiene audit commenting that no written report has been received yet. However, auditors commented favorably about our management commitment, knowledge of the program, our written documentation, and our top-of-the-line facilities. We need improvement, however, on employee surveillance and our monitoring system.

Copies of Section 8.0, "Heat Stress", of the Industrial Hygiene Manual were given to all members to help create more awareness about industrial hygiene.

J. Quaglia mentioned that we have incurred fourteen (14) serious injuries year to date and that first aid visits have also decreased.

OLD BUSINESS:

1. Rescue Procedures Throughout Plant (J. Quaglia)

   J. Quaglia reported that the entire plant has been surveyed. Rescue training sessions are scheduled for Medical, Security, and Fire Brigade members to be held June 11/12, 18/19, 25/26, and July 02/03 which will be offered by Industrial Rescue Instruction Systems out of Beaumont. This contractor and staff are highly trained in emergency procedures.

2. Spills/Access/Drainage (J. K. McClain)

   H. Elrod reported that an E.W.O. is in progress for providing access to flooded areas. Elevated gratings will be installed to clear the areas. P. Kelm reported that a built up grating for a walkway has been ready for installation for 5-6 weeks. F. Tortorici will check into this. Trench work in R-33 has been completed. Problems in R-40 and R-45 have been identified. Material has been fabricated

83-3575-C9000-C0142
Category Code

for installation this month. Another area has been identified in 25A which needs more design work done. In Clarification, providing access to pumps and pump stations is being reviewed by Production personnel. Plans are to start fabricating in May. In Precipitation, Engineering personnel have recommended things to be done. June startup is expected.

3. Reinsulation of R-31 (R. D. Fitzgibbon)

In process of stripping it. Discussed problems associated with wetting insulation to minimize dust. Delete.

4. Replacement of Cast Iron Valves (R. D. Fitzgibbon)

Tickle August, 1985.

5. Monorails/Confusion (R. D. Fitzgibbon)

F. Tortorici reported that a survey is in progress in which the beam section of all monorails is being painted which will ensure that the right beam is used for the job to be done. This survey will test the validity of our goal which is that every beam shall have its own trolley. Survey documentation is expected to be complete by the end of this month. Overall completion is targeted for end of May.

- If the beam's stenciled capacity rating is correct, a green spot will be painted.
- If the trolley's rated capacity is equal to or greater than the beam's capacity, it will be sprayed with green paint.
- If the capacity rating is not correct, it will be sprayed red and immediate action will be taken to correct the problem.
- If the trolley's capacity rating is not equal to the beam, it will be sprayed red, but problem will be communicated so that situation can be corrected.

6. Trenching Problem - Digestion (R. D. Fitzgibbon)

R. Villarreal reported that work is being done on the gratings. F. Tortorici reported that RFA is written in which slurry will go through all heaters. However, a portable apparatus with its own pump can be rolled under each heater to help keep slurry off the floor.

7. Consistency in Operation of Large Pieces of Equipment (R. D. Fitzgibbon)

F. Tortorici discussed situation with J. Palmer who has consulted with his staff to understand the issues and the plan of attack. J. Quaglia reported that H. Stellman is also working on this issue to see if it is reasonable to go to a common control. Pictures of manlift controls taken by K. Keller and H. Stellman were viewed and stenciling of controls in manlifts was discussed.

8. Implementation of System/Waiving from Discipline Hourly Generated Near Misses (R. D. Fitzgibbon)

   No update.

9. Entrance/Exit R-31 Upright Digester (J. K. McClain)

   R. Villarreal related that G. Viets will try different method of scallolding to correct problem of access into vertical digesters. Delete.

DISCUSSION ITEMS:

1. The feasibility of having rescumatics in manlifts was discussed. J. Quaglia asked P. Kelm to check with his group to see how they feel about having rescumatics in manlifts and if we are maintaining them in an appropriate manner.

2. R. Villarreal reported that G. Viets and J. Lerma will discuss a trolley type of hoist which will be used for multipurposes to tackle the problem involving R-33 Heater Cleaners when pulling heads on Heaters 25-28 (scheduled for end of July).

3. F. Tortorici discussed the issue of Machine Shop installing two tape ridden lathes side by side (so that one operator can run them simultaneously) with J. Palmer. Situation appears to be a labor relations issue.

4. T. Lowe shared two problems with members of the Committee involving banjo boxes at R-50 (spillovers and congestion). When low levels are in the high tank, there is an increased flow of liquor. If levels continue to fall, the filter cannot handle the increased slurry. The overflow makes access to the valve impossible. A suggestion was to repipe and move banjo box. (Pipeline obstructions are two feet from the ladder itself.) J. Quaglia stated that he talked to J. Ramos while H. Elrod discussed issue with J. Palmer.

5. J. Holster relayed the concern of some of the older Electrolyte Operating employees about our regular first aid facilities being closed at night. J. Quaglia will discuss concerns with R. Flournoy and will get appropriate answer.

6. F. Tortorici stated that the Employee Involvement team from the Capital group has initiated an informal system of craft involvement on engineering type jobs which could comprise members of this Committee.

7. P. Kelm mentioned problem of no high voltage line guards for their pipe racks. He mentioned that the yellow guard for the pipe rack at R-144 (oil house), however, has been installed and requests the same for other pipe racks. Engineer in charge of this project was transferred. F. Tortorici will investigate.

DISTRIBUTION:

Mr. C. L. Adams -R-148 (c/o B. Hawes)

Mr. H. P. Bledsoe - R-139
Mr. H. W. Cooper - B.1
Mr. H. G. Elrod - R-35Q

Mr. R. D. Fitzgibbon - R-139
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - B.1
Mr. I. P. Anich - R-139
Mr. R. C. Hiserodt - B.1
Mr. M. W. McDonald - R-35 (c/o A. L. Malaer)
Mr. J. H. Hutchins - R-10
Mr. K. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-139
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. J. C. Mayfield - B.1
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. J. L. Minter - B.103
Mr. A. R. Ness - R-45X
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. Perez - R-30L
Mr. C. A. Phillips
Mr. J. Quaglia - B.1
Mr. R. R. Ripley - R-139
Mr. R. G. Sheppard - B.1
Mr. H. M. Stellman - R-148
Mr. L. F. Wagner - B.1
Mr. F. Tortorici - R-139
Mr. J. Ramos - R-139
Mr. P. J. Holster, Jr. - R-325 (c/o C. Johnson)
Mr. B. W. Stehling - R-45 (c/o J. H. Kinder)
Mr. R. I. Villarreal - R-30 (c/o G. B. Viets)

8. P. Kelm told of holes in the concrete at each end of 35 Press Building and the tripping hazards they present when burning rigs are pulled by hand. F. Tortorici will look at problem.

9. Our new Contractor Employee Safety Training/MSHA Hazard Training program was briefly discussed because of incidents involving contractors working unsafely.

10. Stehling told of a scaffold used by scalers in precipitators that needs to be scrapped because of holes creating a tripping hazard.

11. Fumes from caustic cleaning in F-Tank were discussed. L. Wagner will do four hours of testing to determine the harmful effects. H. Elrod stated that we would quit caustic cleaning.

J. QUAGLIA/cmp

1985-05-13

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-05-08

Present: Messrs. R. D. Fitzgibbon, T. E. Lowe, K. L. Keller, P. E. Kelm, A. R. Ness for J. K. McClain, R. I. Villarreal, L. F. Wagner, P. J. Holster, B. W. Stehling, M. W. McDonald, and C. L. Adams

Absent: J. Quaglia, R. C. Flournoy

R. Fitzgibbon, in J. Quaglia's absence, presided over the meeting. He gave the serious injury statistics update:

- Y-T-D 15 Serious Injuries (SIFR 3.50 vs. Objective of 1.86)
- Six (6) Lost Work Day Cases (five at 1984 year end).

Details of Serious Injury #15, Trinidad Constancio (Welder-Area I), were reviewed. The practice of descaling tanks will be reviewed.

Section 9.0 (Sanitation) of the Industrial Hygiene Manual was given to all members.

- J. Holster briefly commented on sanitation problems associated with freeze protection. Comment was made, however, that P.I.T. team is doing a study on freeze damages and prevention (eyewash problems and other sanitation facilities) in the Alumina Plant.

- P. Kelm inquired about the frequency of lunchroom and restroom facility inspections. It was determined that anytime there is a problem with the facilities, it should be questioned at the time. It is, however, P. Gayle's responsibility to monitor cleanliness. The lunchroom/control room on the Press Floor was mentioned as needing attention (not on Janitor route).

Results of the seat belt survey taken on 1985-05-02 proved that usage was up (46%). Let's all "buckle up"!

OLD BUSINESS:

1. Rescue Procedures Throughout Plant (J. Quaglia)

   R. Fitzgibbon reported that B. Sheppard has initiated a procedure for training. A schedule of classes has been issued and participants will attend. P. Kelm was nominated as a representative of this Committee to attend the training sessions. T. Lowe will periodically attend the sessions.

2. Spills/Access/Drainage (J. K. McClain)

   Work is proceeding; areas have been identified and work is underway to get it accomplished.

63-36745CC-CC-CC4
Calgary 0020

- P. Kelm reported that the completed built up grating for the walkway has been picked up for installation.
- Gratings at R-40 will be installed by Friday, 1985-05-10.
- A Shop Order has been issued for $125,000 for caustic cleaning of sumps at R-45.
- A Shop Order is in routing for Clarification improvements to be completed for July installation.

3. Replacement of Cast Iron Valves (R. D. Fitzgibbon)

Tickle August, 1985.

4. Monorails/Confusion (R. D. Fitzgibbon)

R. Fitzgibbon reported that the survey has been completed. 282 monorails passed the initial mark testing. None were over the rated capacity stenciled on them; however, some were on the border of overloading it. 52 beams did not have markings. The recommendation is that every beam shall have its own trolley.

5. Trenching Problem - Digestion (R. D. Fitzgibbon)

There is a services problem in getting the gratings rebuilt. Item is on the 1986 Maintenance Budget. Shop Order is being routed.

6. Consistency in Operation of Large Pieces of Equipment (R. D. Fitzgibbon)

H. Stellman has all data together; however, a recommended solution has not been determined. Issue is a long-range one which will continue to be studied.

7. Implementation of System/Waiving from Discipline Hourly Generated Near Misses (R. D. Fitzgibbon)

R. Fitzgibbon and his organization have some problems with this proposal. T. Lowe requested that this item be kept on the agenda and discussed at the next meeting in the presence of J. McClain, J. Quaglia, and R. Fitzgibbon.

NEW BUSINESS:

1. Chainfall/Beam Ratings (R. D. Fitzgibbon)

C. Adams asked if a rating was ever performed on raising airlifts using 10 ton chainfalls at the top of the precipitators. If the chainfall is overloaded, we should not be lifting it. P. Kelm suggested when we order six (6) to ten (10) ton chainfalls we order them with a slip clutch.

DISCUSSION ITEMS:

1. P. Kelm gave feedback from the painters and insulators regarding rescumatics in manlifts. They are not needed; however, it is requested that they be kept at the toolroom in case of work in an area in which employees request their use.

2. H. Stellman wrote a letter to R. Fitzgibbon concerning installation of two tape driven lathes side by side in the Machine Shop so that one operator can run them simultaneously. R. Fitzgibbon commented that there appears to be some areas of legitimate concern that need to be addressed; however, he needs to review the report more extensively before a recommendation can be made. (One machine is presently undergoing repairs.)

3. A. Ness reported that J. Ramos, P. Morales, H. Elrod, and the operator that brought up the issue of banjo boxes in R-50 (spillovers and congestion) met to review the problem. Engineering involvement was requested. J. McClain will look at area during inspection this month.

4. J. Quaglia will get with J. Holster to determine who has concerns about First Aid being handled by guards on off-shifts and he will discuss with them one-on-one.

5. R. Fitzgibbon commented that high voltage line guards for the pipe racks were installed. K. Keller suggested that in the future we might want to check the design before we install them as he has not seen any bracings. P. Kelm will check to see if the ones he had a question about are put up yet.

6. P. Kelm reported that item is complete regarding holes in floor at end of presses, R-35.

7. B. Stehling reported that scaffolding in R-45 has been repaired.

8. L. Wagner reported that he ran a four hour test of fumes from caustic cleaning in F-Tank in R-45 and no caustic was detected. However, it was learned that the steam was turned off 1/2 hour after he began making the test inconclusive. The advantages of using hoods were discussed: (1) cools or heats, (2) goggles do not steam up, (3) comfortable, (4) no dust, and (5) earmuffs stay on better. L. Wagner will check to see if he has some usable Vortex hoods. H. Elrod has made a commitment that caustic cleaning will be discontinued.

9. R. Villarreal mentioned the need for paper suits during the shutdown at R-33 in June. Does the job fall within the criteria for getting paper suits? L. Wagner will review the job to determine if it should be included in Section 4.7 (Protective Coveralls) of the Industrial Hygiene Manual.

DISTRIBUTION:

Mr. C. L. Adams -R-148 (c/o B. Hawes)

Mr. H. P. Bledsoe - R-139
Mr. H. W. Cooper - B.1
Mr. H. G. Elrod - R-35Q

Mr. R. D. Fitzgibbon - R-139
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - B.1
Mr. I. P. Anich - R-139
Mr. R. C. Hiserodt - B.1
Mr. M. W. McDonald - R-35 (c/o A. L. Malaer)
Mr. J. H. Hutchins - R-10
Mr. K. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-139
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. J. C. Mayfield - B.1
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. J. L. Minter - B.103
Mr. A. R. Ness - R-45X
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. Perez - R-30L
Mr. C. A. Phillips
Mr. J. Quaglia - B.1
Mr. R. R. Ripley - R-139
Mr. R. G. Sheppard - B.1
Mr. H. M. Stellman - R-148
Mr. L. F. Wagner - B.1
Mr. F. Tortorici - R-139
Mr. J. Ramos - R-139
Mr. P. J. Holster, Jr. - R-325 (c/o C. Johnson)
Mr. B. W. Stehling - R-45 (c/o J. H. Kinder)
Mr. R. I. Villarreal - R-30 (c/o G. B. Viets)

10. P. Kelm mentioned that a millwright approached him inquiring if any standards exist in regards to pump covers. Where there is a hazard of a pump erupting, it should have a cover which is part of the design function.

11. P. Kelm questioned if we inspect hooks with micrometers on top of R-55 on electric hoists. K. Keller will investigate.

12. J. Holster commented that the fork truck with the tricky pedals has made its rounds through Area III. No one seems to want it.

13. P. Kelm again relayed that contractor (Big 9 and Rexco) employees are in the plant without safety glasses.

R. D. FITZGIBBON/cmp

1985-06-14

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-06-12

Present: Messrs. J. Quaglia, J. Ramos for J. K. McClain, P. E. Kelm, F. Tortorici for R. D. Fitzgibbon, B. W. Stehling, D. G. Ellis for R. I. Villarreal, M. W. McDonald, and R. C. Flournoy

Absent: T. E. Lowe, K. L. Keller, L. F. Wagner, P. J. Holster, and C. L. Adams

J. Quaglia briefed the Committee on the three latest serious injuries--Fred Schultz, James Dickerson, and Paul Kuchler; none of the three were lost work day cases. Also discussed were two near misses involving tagout/lockout. One involved Pipefitters not verifying that lines were drained and associated precautions met.

J. Quaglia mentioned that P. Kelm and he attended a Joint MSHA/ Industry/Labor meeting recently in San Antonio. He complimented Paul on his presentation regarding MSHA and the Union.

The Maintenance organization is preparing for its self-audit which is scheduled for July. All members of the team are volunteers and include a member of this Committee, W. McDonald.

Point Comfort Operations Injury/Illness Report for the month of May was briefly discussed. J. Quaglia discussed the importance of enthusiasm and taking pride in working safely. Members of this Committee will be added to the distribution for this report.

OLD BUSINESS:

1. Rescue Procedures Throughout Plant (J. Quaglia/P. Kelm)

   The first two day rescue training session is now in progress. The instructor, along with R. Sheppard, will make a tour of the plant and suggest types of equipment necessary for improved rescue. P. Kelm will participate in the training and give the Committee pluses and minuses of the program.

2. Spills/Access/Drainage (J. K. McClain)

   F. Tortorici reported that in Digestion all items are complete except an additional grating for R-25A which was added during a safety inspection. A job package has been issued for June/July fabrication and late July installation. In Clarification the schedule remains June fabrication and July installation. In Precipitation the shop order for sump caustic cleaning is still routing for approval ($125,000). (People should not flood the system while caustic cleaning.) Hopefully, the problem of sump pumps not carrying the flow and the maintenance of the pumps can be rectified.

3. Replacement of Cast Iron Valves (R. D. Fitzgibbon)

   Tickle August, 1985.

83-35-75-05(CC-(6-2)1-2

4. Monorails/Confusion (R. D. Fitzgibbon)

F. Tortorici reported that the area location drawings are complete. The capacity ratings of all unknown monorails are also complete. When the final analysis was made, seventy (70) beams did not have trolleys. It was determined that monorail ratings and location numbers will be painted on during normal routine maintenance. We are contacting Mobile to determine if trolleys are available for transfer to Point Comfort. The three monorails servicing vacuum pumps on the northwest side of R-55 are marginal. A work order is being taken out to install an additional support on each one to increase capacity to its necessary rating.

P. Kelm reported that R. King will have toolbox meetings to help clear up confusion regarding monorails. Everyone is advised to be more safety conscious when making a lift, to check the trolley with the beam, and to utilize effective communications.

5. Trenching Problem - Digestion (R. D. Fitzgibbon)

G. Ellis reported that the whole bottom floor of R-30 has been refitted and cut; however, some are cut too wide to allow movement. F. Tortorici recommended leaving this item on the agenda as a RFA is planned for a portable system to drain heaters.

6. Consistency in Operation of Large Pieces of Equipment (R. D. Fitzgibbon)

When we purchase new pieces of equipment we will attempt to purchase them with the same standard controls as we now have. Modification to present equipment has been studied. Delete.

7. Chainfall/Beam Ratings/R-45 Airlift (R. D. Fitzgibbon)

F. Tortorici stated he will be attending a meeting on 1985-06-13 regarding this issue. The structure has been looked at and the weakest part is the air lift support. The airlift with scale can weigh as much as 16 tons. The use of two smaller chainfalls vs one heavier one was discussed. P. Kelm again stressed that when ordering six (6) to ten (10) ton chainfalls we order them with a slip clutch. F. Tortorici stated he believes this idea is being followed by Maintenance.

8. R-50 Banjo Boxes (J. K. McClain)

No report.

NEW BUSINESS:

1. R-45 5th Unit Lighting (R. D. Fitzgibbon)

B. Stehling reported that lighting is a problem at the 5th Unit, A Row and B Row every time it rains. F. Tortorici will investigate.

DISTRIBUTION:

Mr. C. L. Adams -R-148 (c/o B. Hawes)

Mr. H. P. Bledsoe - R-139
Mr. H. W. Cooper - B.1
Mr. H. G. Elrod - R-35Q

Mr. R. D. Fitzgibbon - R-139
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - B.1
Mr. I. P. Anich - R-139
Mr. R. C. Hiserodt - B.1
Mr. M. W. McDonald - R-35 (c/o A. L. Malaer)
Mr. J. H. Hutchins - R-10
Mr. K. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-139
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. J. C. Mayfield - B.1
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. J. L. Minter - B.103
Mr. A. R. Ness - R-45X
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. Perez - R-30L
Mr. C. A. Phillips
Mr. J. Quaglia - B.1
Mr. R. R. Ripley - R-139
Mr. R. G. Sheppard - B.1
Mr. H. M. Stellman - R-148
Mr. L. F. Wagner - B.1
Mr. F. Tortorici - R-139
Mr. J. Ramos - R-139
Mr. P. J. Holster, Jr. - R-325 (c/o C. Johnson)
Mr. B. W. Stehling - R-45 (c/o J. H. Kinder)
Mr. R. I. Villarreal - R-30 (c/o G. B. Viets)

DISCUSSION ITEMS:

1. J. Quaglia reported that the Maintenance organization has MSHA safety meetings scheduled next year to address manlifts and rescumatics. The issue of whether or not to delete rescumatics from manlifts will be left up to the Maintenance organization.

2. Tape Machines in Machine Shop - No Report

3. Off-shift first aid facilities were discussed with employees in R. Flournoy's area. J. Quaglia reported that employees did have an appreciation for why the decision was made.

4. F. Tortorici reported that the high voltage line guards for the pipe racks are not up but are being fabricated for installation next week.

5. The use of paper suits for scaling was discussed. This item is very emotional and can have widespread impact. Industrial hygiene needs must be established for the job to require suits. A decision will be made by week end.

6. F. Tortorici reported that an A&M study has been conducted on pumps/pump covers. Pump covers need to be lightweight, form fitting, and durable. We are trying to find a specialized source of information. Also, Australians are pursuing the issue with a Pittsburgh go-between. Operational changes in our plant have reduced the risk of pump explosions.

7. Inspection of Hooks with Micrometers on Top of R-55 on Electric Hoists - No Report

8. P. Kelm reported that contractor employees are in the plant without safety glasses.

9. B. Stehling inquired about the need of an entry permit when an employee is scaling in troughs that go across the secondaries (off the walkway). J. Quaglia will look at situation.

10. P. Kelm brought up the issue of liquor in the air lines at R-45. There should have been better communications.

11. P. Kelm inquired about the use of a purple identification tag (as was used in Chlor-Alkali) for the Machine Shop valve employees to be used on pumps that come in the Shop with high concentrations of hazardous materials. It was suggested all pumps that come in be handled as if hazardous materials are present. F. Tortorici will communicate this issue to Maintenance for review.

J. QUAGLIA/cmp

1985-07-15

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-07-10

Present: Messrs. J. Quaglia, P. E. Kelm, K. L. Keller, J. K. McClain, F. Tortorici for R. D. Fitzgibbon, P. J. Holster, B. W. Stehling D. G. Ellis for R. I. Villarreal, M. W. McDonald

Absent: T. E. Lowe, C. L. Adams, R. C. Flournoy, L. F. Wagner

J. Quaglia handed out brochures entitled "Employee Safety Involvement - Essential Components" which were sent by Fred Fetterolf, President of Alcoa. All were encouraged to read and practice the various steps presented in the booklet.

S.I. #19, Leroy C. Wenske (Maintenance Carpenter), was reviewed along with an explanation of why the injury was classified as serious. Year to date statistics indicate that we are seven (7) injuries over our objective of 1.86.

OLD BUSINESS:

1. Rescue Procedures Throughout Plant (J. Quaglia/P. Kelm)

   J. Quaglia reported that the first phase of the training is complete. (53 participants went through the program.) Videotapes of some of the session will be edited and used for refresher training. Feedback from the session was "excellent". Delete.

2. Spills/Access/Drainage (J. K. McClain)

   F. Tortorici commented that fabrication and installation is scheduled this month for Clarification. J. McClain reported that Precipitation improvements will be delayed as he disagreed with the basic approach of the plan. Pumps (portable, air, gasoline) were discussed for pumping out spills.

3. Replacement of Cast Iron Valves (R. D. Fitzgibbon)

   Tickle August, 1985.

4. Monorails/Confusion (R. D. Fitzgibbon)

   F. Tortorici reported that all drawings showing locations, identification numbers, and capacities of all monorails are completed. 225 of the 280 monorail beam capacities are currently marked on the beams and are adequate except for three beams over the vacuum pumps at R-55. Lateral bracings will be put on these so they will be up to capacity. Target completion for painting all beam capacities and monorail identification numbers is end of 1985.

   There are about 100 monorails with no trolley or a trolley with its capacity not matching the beam capacity. We have ordered trolleys

83-35755-CCCC-CCW#2
Cat...

from Mobile and expect receipt by mid-August. New monorail installations will be complete.

P. Kelm and B. Stehling pointed out two monorails which may not have been identified (on top of R-45 and at Tank 14 or 22).

5. Trenching Problem - Digestion (R. D. Fitzgibbon)
   A. Portable Unit
   B. Zero Speed Alarms on Digestors
   C. Elimination of Flash Pots for Sampling

   Tickle September, 1985.

6. Consistency in Operation of Large Pieces of Equipment

   This item, per request of P. Kelm, is back on agenda until H. Stellman/P. Kelm committee can further pursue the final analysis of recommendations.

   . Develop ESA that includes all manlifts.

   . New manlifts will arrive at the Garage.

   . The operators will be held accountable for nameplates on them.

   The heavy equipment in Raw Materials was also discussed, but has not been identified as a problem.

7. Chainfall/Beam Ratings/R-45 Airlift (R. D. Fitzgibbon)

   F. Tortorici reported that 12 ton chainfalls with slip clutches have been special ordered. Test stands will be used to test the chainfalls.

8. R-50 Banjo Boxes (J. K. McClain)

   J. McClain looked at the area with J. Ramos and P. Morales. With very little kiln operation it was agreed that there is not a clear enough safety hazard there that justifies tearing it out and repiping. P. Kelm will discuss the issue with P. Morales.

9. R-45 5th Unit Lighting (R. D. Fitzgibbon)

   There are misunderstandings concerning the nature of this problem. B. Stehling will, however, talk to H. Elrod for solution.

DISCUSSION ITEMS:

1. Tape Machines in Machine Shop - No Report

2. F. Tortorici reported that the high voltage guards for the pipe racks are complete and freshly painted.

DISTRIBUTION:

Mr. C. L. Adams -R-148 (c/o B. Hawes)

Mr. H. P. Bledsoe - R-139
Mr. H. W. Cooper - B.1
Mr. H. G. Elrod - R-35Q
Mr. T. A. Innes - B.1
Mr. R. D. Fitzgibbon - R-139
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - B.1
Mr. I. P. Anich - R-139
Mr. R. C. Hiserodt - B.1
Mr. M. W. McDonald - R-35 (c/o A. L. Malaer)
Mr. J. H. Hutchins - R-10
Mr. K. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-139
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. J. C. Mayfield - B.1
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. J. L. Minter - B.103
Mr. A. R. Ness - R-45X
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. Perez - R-30L
Mr. C. A. Phillips
Mr. J. Quaglia - B.1
Mr. R. R. Ripley - R-139
Mr. R. G. Sheppard - B.1
Mr. H. M. Stellman - R-148
Mr. L. F. Wagner - B.1
Mr. F. Tortorici - R-139
Mr. J. Ramos - R-139
Mr. P. J. Holster, Jr. - R-325 (c/o C. Johnson)
Mr. B. W. Stehling - R-45 (c/o J. H. Kinder)
Mr. R. I. Villarreal - R-30 (c/o G. B. Viets)

3. J. McClain mentioned that he, H. Elrod, and J. Ramos discussed vessel entry for secondaries. B. Stehling stated that employees would feel more secure with vessel entry permit. J. McClain will explore issue.

4. Should purple identification tags be reinstated for the Machine Shop valve employees on pumps that come in the Shop with high concentrations of hazardous materials? If so, F. Tortorici stated that Safety Rules Committee review would be necessary. It was suggested that, if tags are to be used, another checklist item could be added to the present information tag stating that hazardous materials are present. J. McClain stated that no formal rule is necessary; departmental rules can apply.

5. G. Ellis questioned chainfall inspection intervals. Chainfalls should be inspected every three (3) months; however, if there is a problem, of course, it needs to be checked/changed sooner.

6. J. Holster mentioned dangers associated with R-55 calciner repair work. When jackhammering kilns, large chunks with protruding needles (thin wires acting as reinforcements) may fall.

7. J. McClain mentioned that paper suits would be issued to Digestion Scalers; however, issuance will be closely monitored and controlled and better solutions will be researched.

8. P. Kelm and others discussed the use of manila rope vs nylon in high caustic areas. It was suggested we don't use manila rope in high caustic areas.

J. QUAGLIA/cmp

1985-08-16

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-08-14

Present: Messrs. J. Quaglia, T. E. Lowe, K. L. Keller, J. Ramos for J. K. McClain, F. Tortorici for R. D. Fitzgibbon, P. J. Holster, E. J. Anderle, R. I. Villarreal, M. Pinkston, N. V. Lubbers for R. C. Flournoy

Absent: P. E. Kelm, L. F. Wagner, M. W. McDonald

Two new members were welcomed to the Committee, E. J. Anderle (Maintenance Mechanic representing Area I) and M. Pinkston (Scaler representing Precipitation). J. Quaglia gave a brief background of the Committee and reviewed its purpose and procedures for the new members. The Safety Suggestion System was stressed as an important tool to utilize before approaching the Committee with an item. Issues can be discussed prior to meetings with T. Lowe, P. Kelm, or K. Keller.

J. Quaglia announced that a new Safety and Industrial Hygiene Manager has been named, Jeff A. Shockey. Mr. Shockey comes from Alcoa Technical Center with a good process knowledge and innovative and motivational approaches to reducing injuries.

The following serious injuries were briefly discussed:

- #20 - Thomas W. Jurica, 1985-07-12, Maintenance Capital Pipefitter, Lacerated Lip
- #21 - Donald G. Ellis, 1985-07-25, Digestion Scaler, Fractured Finger
- #22 - Jerry D. Stahle, 1985-07-29, Area III I/E Technician, Lacerated Finger

The Calcination Department was recognized for achieving 200,000 safe hours without incurring a serious injury . . . almost three years. It was also noted that our last lost work day case was in April.

OLD BUSINESS:

1. Spills/Access/Drainage (J. K. McClain)

   F. Tortorici commented that fabrication, installation, and all items in Clarification are completed. In Precipitation the job will be reestimated on a revised scope so that a shop order can be initiated.

2. Replacement of Cast Iron Valves (R. D. Fitzgibbon)

   F. Tortorici reported that valves in Units 1, 2, and 3 have been changed. Plans are to change out Units 4 and 5.

KY3-3675-C9000-CCHH2

3. Monorails/Confusion (R. D. Fitzgibbon)

All of the monorail beam capacities have been marked on the beams. Trolleys are expected from Mobile by the end of this month. T. Lowe suggested a periodic inspection of monorails and trolleys throughout the plant. Issue will be discussed with Maintenance regarding the possible need for yearly inspections of monorails/trolleys.

4. Trenching Problem - Digestion (R. D. Fitzgibbon)
   A. Portable Unit
   B. Zero Speed Alarms on Digestors
   C. Elimination of Flash Pots for Sampling

Tickle September, 1985.

5. Consistency in Operation of Large Pieces of Equipment

T. Lowe stated that "movement is in the right direction".

6. Chainfall/Beam Ratings/R-45 Airlift (R. D. Fitzgibbon)

Delete.

7. R-50 Banjo Boxes (J. K. McClain)

T. Lowe relayed info for P. Kelm. Protruding nipples will be cut off and area will be cleaned up. Signed shop order has been implemented.

8. R-45 5th Unit Lighting (R. D. Fitzgibbon)

M. Pinkston reported that all the wires are located in one box; however, the cover was off one of them. Therefore, whenever it rains water gets in and causes the problem. F. Tortorici reported that he got it fixed, but not resolved and will look into these covers.

NEW BUSINESS:

1. Manila Rope Vs Nylon Rope (R. D. Fitzgibbon)

There was a brief discussion about changing universally to nylon rope. Pros and cons need to be reviewed.

2. Space Problem - East End of Pit at R-25 (J. K. McClain)

E. Anderle discussed the unsafe conditions of working in the basement of R-25. J. Ramos stated that piping can be revised.

DISCUSSION ITEMS:

1. Tape Machines in Machine Shop - No Report

2. J. Ramos reported that he, H. Elrod, and M. Pinkston reviewed the issue of vessel entry for secondaries finding no real safety concerns.

3. J. Quaglia reported that he discussed issue of purple identification tags with P. Kelm. A metal tag has been developed, but implementation of it is questionable.

4. F. Tortorici commented on the meeting held August 7th regarding ore kiln refractory removal. A suggestion being evaluated is using the aluminum rings presently used to hold bulk heads in place when pumping refractory as shoring. This idea was suggested by O. Pundt. Other ideas are also being researched.

5. T. Lowe complimented the rescue training efforts stating that it is a worthwhile exercise getting positive feedback.

J. QUAGLIA/cmp

DISTRIBUTION:

Mr. E. A. Adamek - R-30L
Mr. E. J. Anderle - R-35M (c/o J. Alvarez)
Mr. I. P. Anich - R-139
Mr. H. P. Bladsoe - R-139
Mr. H. W. Cooper - B.1
Mr. H. G. Elrod - R-35Q
Mr. R. D. Fitzgibbon - R-139
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - B.1
Mr. R. C. Hiserodt - B.1
Mr. P. J. Holster, Jr. - R-325 (c/o C. Johnson)
Mr. J. H. Hutchins - R-10
Mr. T. A. Innes - B.1
Mr. K. L. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-139
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. J. C. Mayfield - B.1
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. M. W. McDonald - R-35 (c/o A. L. Malaer)
Mr. J. L. Minter - B.103
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. J. Perez - R-30L
Mr. C. A. Phillips - B.1
Mr. M. Pinkston, Jr. - R-45 (c/o J. H. Kinder)
Mr. J. Ramos - R-139
Mr. R. R. Ripley - R-139
Mr. R. G. Sheppard - B.1
Mr. J. A. Shockey - B.1
Mr. H. M. Stellman - R-148
Mr. F. Tortorici - R-139
Mr. R. I. Villarreal - R-30 (c/o G. B. Viets)
Mr. L. F. Wagner - B.1

1985-09-16

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-09-11

Present: Messrs. J. Quaglia, T.-E. Lowe, K. L. Keller, J. Ramos for J. K. McClain, F. Tortorici for R. D. Fitzgibbon, P. J. Holster, E. J. Anderle, R. I. Villarreal, J. D. Ortiz, N. V. Lubbers for R. C. Flournoy, P. E. Kelm, M. W. McDonald

Absent: L. F. Wagner, M. Pinkston

Another new member was welcomed to the Committee, J. D. Ortiz (Insulator representing Maintenance Services). The one-half day indoctrination/ training program for new Operations Safety & Health Committee members was briefly discussed. Arrangements will be made for M. Pinkston, E. Anderle, and J. Ortiz to attend such a program within the next month or two.

The following serious injuries were discussed by J. Ramos:

- #23 - Joe C. McMillan, 1985-08-28, Clarification Shift Supervisor, Chemical Burn to Both Eyes
- #24 - William R. Peikert, 1985-08-28, Maintenance Area IV Pipefitter, Chemical Burn to Both Eyes

Both injuries were lost work day injuries and were the result of tagout/lockout misunderstandings. One contributing factor was the absence of supervisors who knew the history of the job. No. 4 Unit was tagged and the blinds were pulled on No. 5 Unit. The investigation disclosed that more safety planning is required when the job involves two departments. One person will be responsible to direct tagging for any interdepartmental jobs.

OLD BUSINESS:

1. Spills/Access/Drainage (J. K. McClain)

   F. Tortorici commented that installation in Clarification is now complete. In Precipitation the revised scope involves spreading the load between the caustic cleaning system and the tray thickner process to clean pumps. The Shop Order is in the process of being routed.

2. Replacement of Cast Iron Valves (R. D. Fitzgibbon)

   No update.

3. Monorails/Confusion (R. D. Fitzgibbon)

   F. Tortorici reported that we received 36 trolleys from Mobile. More are being removed and sent here. P. Bledsoe sent out correspondence stating that effective immediately area maintenance is required to begin performing annual inspections of monorails and monorail trolleys. Location drawings for each area were also sent and a procedure established to keep them up-to-date. (Copy of Bledsoe correspondence has been mailed to OSHC members.)

183-3575 09000002 #

4. Trenching Problem - Digestion (R. D. Fitzgibbon/J. K. McClain)
   A. Portable Unit
   B. Zero Speed Alarms on Digestors
   C. Elimination of Flash Pots for Sampling

   Long-term item; Tickle February, 1986.

5. Consistency in Operation of Large Pieces of Equipment

   P. Kelm reported flash cards of control panels of all manlifts are being made. It will be the Garage's responsibility to make sure controls are identified on rented equipment. Operator's will be held accountable for nameplates. Dollar figures have been requested from JLG to come up with one set of controls for JLG manlifts. JLF refresher courses are being considered. Foot pedal consistency was also discussed. (JLG Committee is comprised of P. Kelm, H. Stellman, one mechanic, one I/E Technician, and one pipefitter.) Front end loaders at Raw Materials will be discussed at next month's meeting in regard to bucket operation with one representative from the Garage and one operator from Raw Materials.

6. R-50 Banjo Boxes (J. K. McClain)

   F. Tortorici related that job is being pursued to get it done. T. Lowe stated there is also a ladder violation of MSHA standards and obstructions in walkways, in addition to the bending and contorting that the operator has to do in order to get in and out of his work area. F. Tortorici will follow-up on this issue.

7. R-45 5th Unit Lighting (R. D. Fitzgibbon)

   J. Quaglia reported that an illumination survey was performed last week as part of the MSHA inspection. Problem areas are at the relay pumps in the R-42 area and some lights/sockets out on the top floor of R-45.

8. Manila Rope Vs Nylon Rope (R. D. Fitzgibbon)

   F. Tortorici stated that J. Palmer agrees that there should be some combination and he is trying to get some input regarding the issue. J. Quaglia will discuss with J. Palmer. Possibly a sub-committee of this committee can be formulated to look at the problem.

9. Space Problem - East End of Pit at R-25 (J. K. McClain)

   E. Anderle cleared the air regarding a misunderstanding between J. Ramos and R. King. Because of the confinements of this job, if anything falls, it is impossible to get out of the way. (Laborers have a problem keeping trenches clean.) Possibly do pipe revision.

DISCUSSION ITEMS:

1. T. Lowe suggested a possible solution to the tape machine problem in the Machine Shop: relocation of controls or tables. J. Quaglia will discuss issue with R. Fitzgibbon.

2. Machine Shop/Field tagging issue is being resolved according to Paul Kelm.

3. Regarding refractory removal and repair work, F. Tortorici stated we will pursue ideas as mentioned last month.

4. M. McDonald stated that on three occasions this last month employees were riding bicycles in 35 Building and at the Tank Farm. J. Quaglia will republish information (Safetygram) stating where bicycles and tricycles are permitted.

5. K. Keller mentioned the plant wide problem of vendor trucks in the plant that have no backup alarms or observers. The Safety Rules Committee will get involved in this using P. Kelm as a resource.

6. P. Kelm mentioned the need for locking casters for all stands that are totally supported by wheels. J. Quaglia told of a Facility and Equipment Standard on portable work stands. K. Keller will take a picture of applicable stand and we will renotify our people of our requirements.

7. J. Quaglia discussed the MSHA inspection of our plant on 1985-09-04 and 1985-09-05.

8. T. Lowe suggested better attendance at safety meetings by upper management.

J. QUAGLIA/cmp

DISTRIBUTION:

Mr. E. A. Adamek - R-30L
Mr. E. J. Anderle - R-35M (c/o J. Alvarez)
Mr. I. P. Anich - R-139
Mr. H. P. Bledsoe - R-139
Mr. H. W. Cooper - B.1
Mr. H. G. Elrod - R-35Q
Mr. R. D. Fitzgibbon - R-139
Mr. R. C. Flournoy - R-142
Mr. G. A. Geppert - R-141
Mr. D. R. Grundhoefer - B.1
Mr. R. C. Hiserodt - B.1
Mr. P. J. Holster, Jr. - R-325 (c/o C. Johnson)
Mr. J. H. Hutchins - R-10
Mr. T. A. Innes - B.1
Mr. K. L. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-139
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. J. C. Mayfield - B.1
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. M. W. McDonald - R-35 (c/o A. L. Malaer)
Mr. J. L. Minter - B.103
Mr. J. D. Ortiz - R-137-0 (c/o L. G. Stringham)
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. J. Perez - R-30L
Mr. C. A. Phillips - B.1
Mr. M. Pinkston, Jr. - R-45 (c/o J. H. Kinder)
Mr. J. Ramos - R-139
Mr. R. R. Ripley - R-139
Mr. R. G. Sheppard - B.1
Mr. J. A. Shockey - B.1
Mr. H. M. Stellman - R-148
Mr. F. Tortorici - R-139
Mr. R. I. Villarreal - R-30 (c/o G. B. Viets)
Mr. L. F. Wagner - B.1

1985-10-16

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-10-09

Present: Messrs. J. Shockey, T. E. Lowe, J. K. McClain, P. J. Holster, R. D. Fitzgibbon, E. J. Anderle, R. I. Villarreal, M. Pinkston, J. D. Ortiz, P. E. Kelm, N. V. Lubbers for R. C. Flournoy

Absent: K. L. Keller, L. F. Wagner, M. W. McDonald

J. Shockey met members of the Committee and thanked them for their presence. He discussed the site visitation to R-50 that T. Lowe and he did before this meeting and the importance of continuing such inspections prior to the meetings in order to work together to solve in-house problems.

The following serious injuries were discussed:

- #25 - Raymond L. Pagel, 1985-09-16, Maintenance Area I Mechanic, Foreign Body to Left Shoulder
  - 4th injury in this activity
  - Along with following safe rules, suggested changes include different tools in chipping and different protective clothing so as not to penetrate skin.
- #26 - Leo E. Butler, 1985-09-22, Press Tender Assistant in Clarification (OV), Upper Back Strain
  - The importance of reporting to our Medical Department as soon as possible after an injury was stressed by J. Shockey.
  - T. Lowe questioned if there is an easier, smarter way to perform the job of washing down presses.
- #27 - Nick Lechuga, 1985-10-01, Maintenance Area II Mechanic, Fractured Ribs/Clavicle
  - Wrap lanyards whenever possible so they do not drag, keeping them close to the body. Always be aware of where the lanyard is.
  - R. Fitzgibbon suggested employees do not wear a safety belt when operating the Broderson crane. He will discuss with investigating team to determine if the JSA should be revised. If so, a sign could be placed in the crane to that effect. (J. Shockey recommended attaching sketch of accident to the JSA for the benefit of other employees.)

OLD BUSINESS:

1. Spills/Access/Drainage (J. K. McClain)

83-35 [illegible] 9000 CCJ #2

J. McClain reported that platforms are all in place. Delete.

2. Replacement of Cast Iron Valves (R. D. Fitzgibbon)

R. Fitzgibbon reported major areas have been completed; 40 and 42 have not been completed. They will depend on shutting down those units - on schedule. The larger sizes of cast iron valves will be eliminated where they are potentially hazardous. Where steel valves are not appropriate in certain applications, the larger sizes could be used. Delete.

3. Monorails/Confusion (R. D. Fitzgibbon)

R. Fitzgibbon reported that we are still expecting trolleys from Mobile - two in this month. The requirement for the six ton trolleys will be checked. T. Lowe stated his and the Committee's appreciation to P. Bledsoe for his work on this item. Delete.

4. Trenching Problem - Digestion (R. D. Fitzgibbon/J. K. McClain)
   A. Portable Unit
   B. Zero Speed Alarms on Digestors
   C. Elimination of Flash Pots for Sampling

Grating/trench concerns have been corrected. Zero speed alarms are installed, portable unit will be required, and flash pots are a minor problem according to J. McClain. Delete.

5. Consistency in Operation of Large Pieces of Equipment

P. Kelm reported that JLG quoted $4,050 per machine to come up with one set of controls for manlifts. Raw Materials used a different type of one arm control on Cat #950 which the operators didn't like. Kits that will change Cat to Fiat controls are available, but in the process of the change you loose bucket staying straight. Still under review.

Safety issue of forward and backward foot pedals was also discussed. We can not rent a cherry picker at this time that has the same pedals as the Broderson.

6. R-50 Banjo Boxes (J. K. McClain)

Much has been accomplished, but follow through on cleanup is necessary. There seems to be a difference of opinion as to what was agreed to be done. It was suggested that piping be rerouted, but with input from Maintenance, an operator, and P. Morales. J. Shockey and T. Lowe will follow-up.

7. R-45 5th Unit Lighting (R. D. Fitzgibbon)

Problem areas have been corrected. Delete.

8. Manila Rope Vs Nylon Rope (R. D. Fitzgibbon)

The Maintenance Safety Committee will study what areas should use manila rope besides dock areas. When areas are determined, people will be educated as to its acceptability and control. The advantages

and disadvantages of different types of rope were discussed. Jeff Shockey will provide the Maintenance Committee with information on all types for their evaluation.

9. Space Problem - East End of Pit at R-25 (J. K. McClain)

G. Schmidt and E. Anderle will resolve piping problem next year. The need for rolling doors or windows will be discussed by them. Delete.

DISCUSSION ITEMS:

1. J. Shockey and R. Fitzgibbon will discuss tape machine issue in the Machine Shop.

2. P. Kelm reported that tagging of pumps is working well in Machine Shop.

3. T. Lowe stated that refractory removal and repair work issue has been taken care of.

4. J. Quaglia reissued a Safetygram stating where bicycles and tricycles are permitted.

5. P. Kelm reported thirteen (13) different areas in the plant where vendor trucks backed with no flagman or backup alarm. Legal position of casual delivery trucks will be identified. Letter will be drafted for delivery vendors explaining MSHA's standard and the law and will include backup alarm purchasing information.

   P. Kelm mentioned the potential for pedestrian injuries at the Storeroom. J. McClain will investigate. Electric gates will be kept closed and disbursement door will be locked if necessary.

6. J. Shockey will write an SF-225 to add locking casters in Stores at approximately $1.50 per caster. Employees need to be reminded that any stands they have need to be in compliance.

7. Some items of the MSHA inspection follow-up summary will require more discussion. (It was pointed out that the 840 Cat is equipped with a backup alarm, but has two settings--high and low. The high setting is necessary for the area at the corner of R-136A and R-137.)

8. M. Pinkston commented that cement is cracked at the bottom of the loading ramp at R-45 between Precipitators 136 and 144 and that a work order has been taken out and nothing accomplished. J. Shockey will make a judgement if this is an urgent issue or an inconvenience.

9. P. Kelm raised issue of feed tanks at R-50 continuously overflowing. Also tray thickners at R-45 and tanks at R-35 and R-45 continue to run over.

J. SHOCKEY/cmp

DISTRIBUTION:

Mr. E. A. Adamek - R-30L
Mr. E. J. Anderle - R-35M (c/o L. C. Hawes)
Mr. I. P. Anich - R-139
Mr. H. P. Bledsoe - R-148
Mr. F. L. Buentello - R-30
Mr. H. W. Cooper - B.1
Mr. A. A. Dohmann - R-139
Mr. H. G. Elrod - R-45X
Mr. R. D. Fitzgibbon - R-139
Mr. L. Flores - R-137-0
Mr. R. C. Flournoy - R-142
Mr. J. D. Fussell - R-45
Mr. D. R. Grundhoefer - B.1
Mr. D. D. Hinds - R-324
Mr. R. C. Hiserodt - B.1
Mr. P. J. Holster, Jr. - R-324 (c/o L. Morish)
Mr. J. H. Hutchins - R-10
Mr. T. A. Innes - B.1
Mr. K. L. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-136
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. A. L. Malaer - R-35
Mr. J. C. Mayfield - R-141
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. M. W. McDonald - R-35 (c/o A. L. Malaer)
Mr. J. L. Minter - B.103
Mr. P. Morales - R-50
Mr. N. Myers - R-35M
Mr. J. D. Ortiz - R-137-0 (c/o L. G. Stringham)
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. J. Perez - R-35Q
Mr. M. Pinkston, Jr. - R-45 (c/o J. D. Fussell)
Mr. J. Ramos - R-139
Mr. R. R. Ripley - R-139
Mr. R. G. Sheppard - B.1
Mr. J. A. Shockey - B.1
Mr. M. T. Simons - B.13
Mr. H. M. Stellman - R-148
Mr. F. Tortorici - R-139
Mr. R. I. Villarreal - R-30 (c/o F. L. Buentello)
Mr. L. F. Wagner - B.1
Mr. R. A. Welch - R-35M

1985-11-18

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-11-13

Present: Messrs. J. Shockey, T. E. Lowe, R. D. Fitzgibbon, E. J. Anderle, R. I. Villarreal, M. Pinkston, P. E. Kelm, M. W. McDonald, K. L. Keller

Absent: L. F. Wagner, J. D. Ortiz, J. K. McClain, P. J. Holster, R. C. Flournoy

OLD BUSINESS:

1. Consistency in Operation of Large Pieces of Equipment (J. Shockey)

   J. Shockey reported that he had talked with K. Johnson and the controls for the 950 Cat have been ordered. Complete.

   P. Kelm reported (per J. DeBault) that we are in the process of setting up a time to ship our manlifts to JLG in order for them to put standard controls on them. He also reported big headway made with small Broderson crane. Per K. Johnson, the adapters to change over to one-hand levers were ordered. Good progress. P. Kelm to follow up.

2. R-50 Banjo Boxes (J. K. McClain)

   T. Lowe reported this area has improved quite a bit. North side arrangement still needs additional improvement. One solution may be to physically rearrange banjo boxes. Nipples have been taken off pipes and one water line has been removed.

   R. Fitzgibbon recommended Bob Ustruck, Area Engineer-Precipitation and Calcination, to assist in solving this problem. It was suggested that he and the operator get together for solution. T. Lowe to follow up with operator.

3. Manila Rope Vs Nylon Rope (R. D. Fitzgibbon)

   J. Shockey stated that the Maintenance Safety Committee has been reorganized. We will get an update within reasonable period of time. (T. Lowe requested he be copied on Maintenance Safety Committee minutes.) J. Shockey to follow up.

DISCUSSION ITEMS:

1. J. Shockey discussed tape machine concern with H. Stellman and J. Quaglia and stated that he looked at the two machines in question. T. Lowe stated that since only one machine is currently being used, this is not an issue that needs to be addressed at this time.

2. J. Shockey discussed backup alarm concern with MSHA folks. We are all responsible to ensure that observers are present. (Most vendor vehicles do not have backup alarms.) It was suggested that we use a gate pass with an explanation of the importance of proper backing procedures and include locations, supervisors, and telephone numbers at places of major concern. (Sample was passed around for comments.)

83-3875-09000 CC2 #2

J. Shockey also asked K. Johnson to attach a note to all requisitions for rental equipment. Heavy-duty mobile equipment will be required to have backup alarms. On contractors' bids that go out, there will be a statement that backup alarms or observers are to be used where necessary. Enforcement will be addressed.

P. Kelm reported the potential for pedestrian injuries at the Storeroom has been eliminated; the window has been closed.

3. J. Shockey reported that locking casters for portable work platforms were never set up in Stores. They are now available. The Facility and Equipment Standard has been revised and is in printing.

4. To answer M. Pinkston's question about methanol possibly getting in air lines, J. Shockey stated that he contacted J. Damiano in Pittsburgh and L. Wagner. There are several filters in the air lines, including a liquid trap and a Bullard organic cartridge so methanol should not get in the breathing zone.

5. T. Lowe mentioned that he and J. Shockey agreed to introduce another means of getting more hourly/management involvement in the form of inspections and training requirements. On the day of or the day before each OSHC meeting a different member of this Committee and J. Shockey will inspect an area other than the member's area. Also, training for new members of this Committee is being improved with co-efforts of T. Lowe and J. Shockey. T. Lowe complimented J. Shockey on the positive steps he has taken to initiate these programs.

   E. Anderle gave an update on the inspection he and J. Shockey made before this meeting in the R-35 Press Floor area. He commented that the inspection was interesting and educational, but that people approached them with problems that could have been taken care of departmentally. Several items needing attention, as well as several good corrective actions, were discussed. J. Shockey thanked Edwin for his participation and mentioned that another member of the Committee would be contacted for next month's inspection.

6. J. Shockey reported that he looked at the loading ramp at R-45 and agreed that the cement is breaking away and needs attention, but that it is not an immediate issue. J. Shockey was advised by A. Seifert that this was fixed once this year. Work Order #27140 dated 85-08-28 has been written and follow-up should be with A. Seifert. M. Pinkston will monitor condition of ramp.

7. P. Kelm reported that some of the lines were caustic washed at R-45 to help prevent the feed tanks from overflowing. There is still a potential problem with liquor coming from the top of them. R. Fitzgibbon mentioned that a crew is currently working on the job of installing a 12" sidewall and a 10" overflow line. He commented that lines are scaling more than in the past; therefore, it appears to be more frequent than in the past. P. Kelm and J. Shockey will follow up.

NEW BUSINESS:

1. J. Shockey inquired if anyone had any major concerns with the proposal for training new members of the Committee. Topics to be covered include Miner's rights and responsibilities, safety and health standards, and how Alcoa and the Local work with MSHA. Videotapes will be shown of a general overview of what our CORE program consists of.

2. M. Pinkston suggested that the Storeroom keep items such as hard hats in stock at all times. J. Shockey will check with L. Pfeil to determine what our reordering number is and decide if it needs to be changed.

3. R. Villarreal reported a contractor electrician working in his area that walks through red flagged barricades and wears tennis-type shoes. He mentioned that it has been reported to E. Johnson and T. Grones. J. Shockey, too, has discussed the shoe situation with the electrician and his supervisor. The shoe problem should be taken care of per J. Shockey's discussion. K. Keller will follow up with Milton Roeder to assure that all contractors know what red flags mean and possibly do some auditing of that area next week.

4. P. Kelm reported that all appropriate departments need to be advised that Miller rope grabs are now available for use. Committee was briefly instructed on proper use. We will use them on a replacement basis only. J. Shockey to follow up.

5. P. Kelm expressed concern about the guards having to treat injured employees and at the same time tend to the gate and answer telephones. J. Shockey replied that this item is on the Executive Safety and Health Committee agenda for discussion.

6. E. Anderle mentioned an incident in which an employee had gotten hurt and records were compiled showing all first aid visits of that employee. He indicated that this type of action would discourage future first aid visits. J. Shockey stated that safety violations should be treated just like absenteeism, poor productivity, etc. We should never discipline because an employee had an accident, but only for appropriate rule or job procedure violations. (Sometimes these violations are identified during accident investigations.) R. Fitzgibbon stated that discipline is based on habitual disregard for safe practices. We will all continue to stress the importance of going to first aid.

7. R. Fitzgibbon summarized Safety Rules Book changes: A specially authorized person can lead tag. Maintenance supervisors and Maintenance and Operating personnel can lead tag if they are appropriately trained. Response from Area IV is positive, but cautious. It is more efficient and employees have a better understanding of the system.

8. J. Shockey mentioned that the week of 11/24 through 11/30 is a national "All American Buckle Up Week". It will be publicized in the Roundup, on billboards, and as a payroll stuffer. Another seat belt survey will be taken early next year.

9. Housekeeping problems were briefly discussed and highlighted as <u>everyone's</u> responsibility.

J. SHOCKEY/cmp

DISTRIBUTION:

Mr. E. A. Adamek - R-30L
Mr. E. J. Anderle - R-35M (c/o L. C. Hawes)
Mr. I. P. Anich - R-139
Mr. H. P. Bledsoe - R-148
Mr. F. L. Buentello - R-30
Mr. H. W. Cooper - B.1
Mr. A. A. Dohmann - R-139
Mr. H. G. Elrod - R-45X
Mr. R. D. Fitzgibbon - R-139
Mr. L. Flores - R-137-O
Mr. R. C. Flournoy - R-142
Mr. J. D. Fussell - R-45
Mr. D. R. Grundhoefer - B.1
Mr. D. D. Hinds - R-324
Mr. R. C. Hiserodt - B.1
Mr. P. J. Holster, Jr. - R-324 (c/o L. Morish)
Mr. J. H. Hutchins - R-10
Mr. T. A. Innes - B.1
Mr. K. L. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-136
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. M. L. Luther - R-139
Mr. A. L. Malaer - R-35
Mr. J. C. Mayfield - R-141
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. M. W. McDonald - R-35 (c/o A. L. Malaer)
Mr. J. L. Minter - B.103
Mr. P. Morales - R-50
Mr. N. Myers - R-35M
Mr. J. D. Ortiz - R-137-O (c/o L. G. Stringham)
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. J. Perez - R-35Q
Mr. M. Pinkston, Jr. - R-45 (c/o J. D. Fussell)
Mr. J. Ramos - R-139
Mr. R. R. Ripley - R-139
Mr. G. C. Schmidt - R-139
Mr. R. G. Sheppard - B.1
Mr. J. A. Shockey - B.1
Mr. M. T. Simons - B.13
Mr. H. M. Stellman - R-148
Mr. R. E. Ustruck - R-139
Mr. R. I. Villarreal - R-30 (c/o F. L. Buentello)
Mr. L. F. Wagner - B.1
Mr. J. C. Webb - R-142
Mr. R. A. Welch - R-35M

1985-12-17

OPERATIONS SAFETY AND HEALTH COMMITTEE
1985-12-11

Present: Messrs. J. Shockey, R. D. Fitzgibbon, J. D. Ortiz, L. F. Wagner, M. Pinkston, P. E. Kelm, M. W. McDonald, K. L. Keller, E. A. Adamek for J. K. McClain, P. J. Holster

Absent: R. C. Flournoy, T. E. Lowe, E. J. Anderle, R. I. Villarreal

M. Pinkston briefed the Committee on the Operation Safety and Health Commitee Inspection performed by J. Shockey and him.

- spill of alumina under one of the bucket elevators
- openings in grating near high lift tanks at R-50
- working alone loading cars from 6:00 p.m. to 6:00 a.m.
- housekeeping - belting material on platform of R-50 below conveyor
- unsecured aluminum siding at R-50

J. Shockey thanked Montray for his participation. J. Shockey will follow-up with P. Morales.

J. D. Ortiz summarized the Operations Safety and Health Committee half-day orientation and training session that he and M. Pinkston completed. Comments were very favorable. J. Shockey commented that M. Infante will cover this in the Roundup.

OLD BUSINESS:

1. Consistency in Operation of Large Pieces of Equipment (P. Kelm)

   P. Kelm reported that JLG is finalizing their equipment needs necessary to put standard controls on our manlifts. The change over of the controls for the Raw Material Cats to Case controls has been put on hold. This should be considered long-term because of the turnover of employees in that department and because the change would mean losing the operation of the bucket. Employee involvement group wants to have an opportunity to review proposals.

2. R-50 Banjo Boxes (J. Shockey)

   T. Lowe, J. Shockey, and B. Ustruck discussed the situation at R-50. It was agreed that immediate attention is not necessary; however, solutions for improvement should continue to be researched. There is an ongoing plan to revise the entire area during the first six (6) months of 1986. We will continue to communicate our concerns with Bob.

3. Manila Rope Vs Nylon Rope (R. D. Fitzgibbon)

   J. Shockey mentioned that he talked with R. King and plans are to form a sub-committee to study this. Jeff will also call Bauxite, AR (refinery) to assess their solutions.

83-3875-CCCC CC2 #2
Category

DISCUSSION ITEMS:

1. Gate flyer on backup alarms has been implemented and is working well. P. Kelm noted the good progress made in this area. All are encouraged to help vendors back up when necessary. Delete.

2. M. Pinkston stated that the cement loading ramp at R-45 has not been repaired. J. Shockey asked Montray to monitor its condition and alert Al Seifert if it worsens so the work order can be moved up on our priority list.

3. J. Shockey shared information he received from B. Ustruck about the feed tanks overflowing at R-45. Via a sketch he explained that a piping revision recently completed will improve the condition and reduce plugging - preventing excess liquor from overflowing. In addition, work on the 12" sidewall and 10" overflow line is getting underway. The importance of cleaning laundry rings regularly was stressed. J. Shockey will get with J. Ramos and suggest he review the clean-out schedule with H. Elrod. Complete 85-12-16.

4. J. Shockey talked with B. Sturm about the stocking of hard hats in the Storeroom. They are always available; the only way they may not be available is by a specific color. If problems occur, discuss them with B. Sturm. Delete.

5. J. Shockey reported that the contractor electrician violating our safety rules did come back to the plant with safety shoes. No more problems have occurred. Delete.

6. J. Shockey mentioned that off-shift injuries were discussed by the Executive Safety & Health Committee. Three serious injuries (#10 - foreign body; #16 - laceration; and #31 - laceration) were discussed. No plans to change off-shift medical procedures. Delete.

7. P. Kelm mentioned handrails on scaffolds vs being tied off as an "out" for the individual. J. Shockey commented that handrails and/or safety belts are both acceptable depending on the conditions of the job. Each job must be evaluated and the best method of protection applied.

NEW BUSINESS:

1. Revised Safety Rules Book pages were handed to all members. W. McDonald reported that they are starting all over on tagout/lockout training in Area IV. J. Holster questioned why the experienced area employee or operator can not tag out. It was reported that Area IV employees are learning their departments better, becoming more familiar with the process, and are double checking each other more.

2. J. D. Ortiz mentioned the "tight squeeze" at R-30, 7A Heater on the bottom floor where knocker blinds are swapped. J. D. Ortiz to follow up.

3. The two additional scaling guns at R-45 still don't have the desired control valve. There seems to be a conflict about the delivery date. K. Keller will follow up.

4. P. Kelm mentioned hazards associated with oscillating walk-through gate on shift change. J. Shockey to follow-up with R. Hiserodt.

5. P. Kelm complimented the contractor safety orientation program. However, he suggested when we rent a piece of equipment the operator should read the JSA or not be allowed to use the equipment. He referenced wearing earplugs when using the Supersucker at R-55. L. Wagner to follow-up on the need for contractors to use hearing protection.

6. J. D. Ortiz reported seeing a millwright at R-35 driving a Broderson manlift dragging a conveyor belt with a cable tied to it. (The boom was to the side.) J. Shockey and J. D. Ortiz will communicate the potential hazard in a Safetygram.

J. SHOCKEY/cmp

DISTRIBUTION:

Mr. E. A. Adamek - R-30L
Mr. E. J. Anderle - R-35M (c/o L. C. Hawes)
Mr. I. P. Anich - R-139
Mr. H. P. Bledsoe - R-148
Mr. F. L. Buentello - R-30
Mr. H. W. Cooper - B.1
Mr. A. A. Dohmann - R-139
Mr. H. G. Elrod - R-45X
Mr. R. D. Fitzgibbon - R-139
Mr. L. Flores - R-137-0 (6)
Mr. R. C. Flournoy - R-142
Mr. J. D. Fussell - R-45
Mr. D. R. Grundhoefer - B.1
Mr. D. D. Hi[illegible] - R-324 (6)
Mr. R. C. Hi[illegible]dt - B.1
Mr. P. J. Hc[illegible]er, Jr. - R-324 (c/o L. Morish)
Mr. J. H. Hu[illegible]ins - R-10
Mr. T. A. Innes - B.1
Mr. K. L. Keller - B.1
Mr. P. E. Kelm - B.13B (c/o H. E. Skow)
Mr. R. L. King - R-136 (4)
Mr. T. E. Lowe - R-136 (c/o W. Oehlke)
Mr. N. V. Lubbers - R-142
Mr. M. L. Luther - R-139
Mr. A. L. Malaer - R-35
Mr. J. C. Mayfield - R-141
Mr. J. K. McClain - R-139
Mr. J. E. McConnell - R-142
Mr. M. W. McDonald - R-35 (c/o A. L. Malaer)
Mr. J. L. Minter - B.103
Mr. P. Morales - R-50
Mr. N. Myers - R-35M
Mr. J. D. Ortiz - R-137-0 (c/o L. G. Stringham)
Mr. J. L. Palmer - R-139
Ms. N. B. Peikert - B.1
Mr. E. J. Perez - R-35Q
Mr. M. Pinkston, Jr. - R-45 (c/o J. D. Fussell)
Mr. J. Ramos - R-139
Mr. R. R. Ripley - R-139
Mr. G. C. Schmidt - R-139
Mr. R. G. Sheppard - B.1
Mr. J. A. Shockey - B.1
Mr. M. T. Simons - B.13 (3)
Mr. H. M. Stellman - R-148 (2)
Mr. R. E. Ustruck - R-139
Mr. R. I. Villarreal - R-30 (c/o F. L. Buentello)
Mr. L. F. Wagner - B.1
Mr. J. C. Webb - R-142
Mr. R. A. Welch - R-35M (2)