

Monsanto

(NAME & LOCATION)

B. J. Sanders - SHAC

DATE : April 2, 1985
SUBJECT : 1985 2nd Quarter
Housekeeping Inspection
REFERENCE :
TO : Mike Burkhalter - SS-8
Jim McPhail - 0-6
Bill Recknor - SS-14

cc. D. A. Barfoot - 51D
J. V. Cavender - 2R-7A
R. D. Coleman - 56D
J. M. Gatewood - 1Z
R. T. Hammann - 0-22
R. V. Sharp - PER

You have been assigned to the Inspection Team for the 2nd Quarter House-keeping Inspection of the Group II operating areas. These are Dept. 15/16, Dept. 44/45/46, Dept. 50, Dept. 53, Dept. 513 and Material Handling. The schedule for these inspections is as follows:

Monday, April 15, 1985

Department 15/16	8:45 a.m. - 10:45 a.m.
Department 50	11:00 a.m. - 12:00 noon
LUNCH	12:00 noon - 1:00 p.m.
Department 53	1:00 p.m. - 2:30 p.m.

Tuesday, April 16, 1985

Departments 44, 45, 46	8:45 a.m. - 10:45 a.m.
Department 513	8:45 a.m. - 10:45 a.m.
LUNCH	12:00 noon - 1:00 p.m.
Material Handling	1:00 p.m. - 2:30 p.m.

Attached are some items to look for during the inspection and the emphasis areas.

Please plan to meet in the Cafeteria Conference Room at 8:20 a.m. on Monday, April 15, 1985 for a briefing before the inspections begin.

B. J. Sanders
B. J. Sanders
SHAC

/sm
Attachment

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1985 2nd Quarter
Housekeeping Inspection

Emphasis Areas:

- o AVIP Status
- o Interlock Bypass Procedure
- o HHMA Communications
- o Condition of Contractor Equipment and Tools
- o Vent Hood Inspection & Velocity Settings
- o Knowledge of Instruction Points
- o Operability of Fire Monitor
- o Operability of Plectron

Review findings with group before leaving. This will take longer, but will improve communications and speed up action items. Allow for some time in each area to sit down with supervisors and hourly personnel for an informal evaluation.

During the Inspection:

Ask questions about AVIP status (need documentation of approval if inspection was delayed).

Look for formalized Interlock Bypass Procedure.

Ask individuals their understanding of the High Hazard Materials Audits.

Dates:

Weeks of April 9 and 15 (inspection report out by April 26).

Schedule at inspector's convenience. New SHAC members to set inspection up.

Inspection Teams: Names attached.

Inspection Report Feedback: By May 24.

DAB/msd 3/20/85

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