



## Interoffice Communication

To VCM Plant Employees  
From J. A. DeBernardi  
Date April 24, 1979  
Subject Daylight Savings Time

We will convert to daylight savings time at 2 a.m. Sunday, April 29 on the 11 to 7 shift. Those working this shift will only work seven hours, but will be paid regular salary.

A handwritten signature in cursive script, appearing to read "J. A. DeBernardi".

J. A. DeBernardi

is  
Distribution  
Bulletin Boards  
Supervisors

CCR 000065982

April 20, 1979

As will be indicated in the comments that follow, 1978 and the first quarter of 1979 were again periods of notable accomplishment related to safety at the VCM Plant. Our plant's safety effort is directed at the prevention of accidents. The keys to accident prevention lie within each VCM Plant employee. The strong and unwavering belief that each job can be done safely and the dedication to taking the time to plan a job for both safe and efficient completion are the keys of which I am speaking. If you are convinced you can make safety happen, you will be able to accomplish the safety goals set forth below and assure 1979 will be the safest year ever at the VCM Plant.

#### 1978 Accident Experience Summary

During 1978 there were numerous accomplishments and improvements in the VCM Plant's accident experience. As of December 31, 1978 the plant has gone the longest time in its history without a lost-time injury (1,689 days or 1,096,530 man-hours). Although total injuries were up by one compared to 1977 (32 vs 31) the total injury frequency rate was lowered from 1.36 in 1977 to 1.31 in 1978. Also, one less medical case occurred in 1978, 8 vs 9 in 1977. Another significant accomplishment occurred during the turnaround. The 1978 turnaround resulted in the best accident experience compared to all the past turnarounds with similar man-hours.

Although 1978 was a good year for safety at the VCM Plant, I feel there is still room for improvement. This can be accomplished only with the continued dedication and commitment of each plant employee.

#### 1979 VCM Plant Safety Goals

Our plant safety goal for 1979 is to assure a safe and healthy work environment for each of our employees. The attainment of this goal will require the cooperative effort of all our employees. To attempt to set a measuring stick by which to judge our efforts injury rates have been established as follows:

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- 1) Suffer no disabling injuries in 1979.
- 2) Limit total employee injuries to a maximum of 37 during 1979 assuming two plant turnarounds. If only one plant turnaround is taken maximum injury goal is set at 28.

No explanation is necessary related to the disabling injury goal. Injuries that cause an employee the pain, both physical and financial, resulting from loss of work time must be eliminated. However, as I've indicated in the past, accident prevention through job safety planning and safe execution is the only way to eliminate accidents. Once an accident occurs control as to the extent of injury is no longer in your hands.

#### Accident Experience 1st Quarter, 1979

During the first quarter of 1979, eight first aid and three medical treatment cases were reported compared to seven first aid and one medical treatment case for the same period in 1978. Although there was an increase in injuries in the first quarter of 1979 compared to the first quarter of 1978 the plant turnaround occurred in February of 1979 whereas a second quarter turnaround was taken in 1978. Of the eleven total injuries for the first quarter of 1979, eight occurred during the turnaround. This accident experience bettered our previous best record set during the 1978 turnaround.

#### Turnaround Accident Statistics

| <u>Turnaround Dates</u> | <u>Number of Injuries</u> | <u>Man-Hours Charged to Turnaround</u> |
|-------------------------|---------------------------|----------------------------------------|
| April, 1975             | 16                        | 23,425                                 |
| February, 1976          | 14                        | 30,296                                 |
| July, 1977              | 12                        | 31,474                                 |
| April/May, 1978         | 11                        | 39,534                                 |
| February, 1979          | 8                         | 44,716                                 |

You and your fellow employees are to be congratulated for the fine safety effort put forth during the February turnaround. Continuing improvement in injury reduction is the obvious goal we are all working toward.

#### Safety Achievement

Recently, we were presented an Accident Prevention Award plaque from the American Petroleum Institute for working 1,009,426 man-hours without a disabling injury from May 17, 1974 thru July 31, 1978. It will be prominently displayed in the front office entrance way.

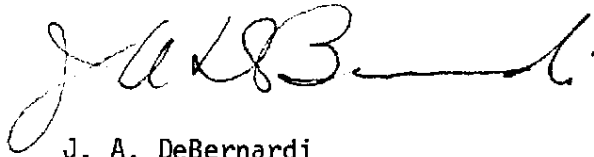
#### First-Aid Training

First Aid training was conducted during the week of March 19, 1979. Harold Fisher (Medical Division) provided the training. Sessions for VCM Plant employees were held throughout the week at the plant. On Thursday, March 22 a night session was held at the Chateau Charles for employee's families.

It was very encouraging to see the number of people that attended the night session. I hope those that received this worthwhile training found it as interesting and useful as my family did.

Off-the-Job Safety

"First Aid for Poisoning" and "Safety Clips" are attached for your use. I hope you find these articles to be both interesting and enlightening.

A handwritten signature in cursive script, appearing to read 'J A DeBernardi', followed by a horizontal line.

J. A. DeBernardi

br

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# FIRST AID FOR POISONING

In ALL cases it is important to get the poison out or to dilute the poison.  
**REMEMBER** - If anyone swallows poison it is an emergency. (Any non-food substance is a potential poison). Always call for help promptly.

## CALL YOUR PHYSICIAN OR POISON CENTER PROMPTLY

### SWALLOWED POISONS

1. Make patient vomit, if so directed, **BUT NOT IF:**
  - Patient is unconscious or is having fits.
  - Swallowed poison is a strong corrosive such as acid or lye. Give liquids.
  - Swallowed poison contains kerosene, gasoline, lighter fluid, furniture polish or other petroleum distillates (unless it contains dangerous insecticides as well, which must be removed). Give liquids.
2. Directions for making patient vomit (if physician orders):
  - Give one tablespoonful (one-half ounce) of Syrup of Ipecac for child one (1) year of age or older, plus at least one cup of water. If no vomiting occurs after 20 minutes, this dose may be repeated one time only.
  - If no Syrup of Ipecac is available, give water and then try to make patient vomit by gently tickling back of throat with spoon or similar blunt object. Place patient in spanking position when vomiting begins.
3. Do not waste time waiting for vomiting, but transport patient, if indicated, to a medical facility. Bring with you the container(s) of the substance(s) involved. If vomiting occurred, bring the vomitus.

**EYE OR SKIN CONTACT** — Wash thoroughly with tap water.

**INHALATION** — Remove from exposure to fumes.

**CALL FOR HELP PROMPTLY**

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\_\_\_\_\_  
Physician's Home Phone

\_\_\_\_\_  
Physician's Office Phone

**IF YOUR PHYSICIAN IS NOT AVAILABLE CALL**

**POISON CONTROL CENTER 478-6800**

**AMBULANCE** \_\_\_\_\_

**AT LAKE CHARLES MEMORIAL HOSPITAL**

Be sure to have 1 oz. Syrup of Ipecac in your home  
(Use only on advice of your physician)

# Safety Clips

Compiled by Craig Fischer

Items on this page are intended for use in employee publications and safety bulletins. The material may be "lifted" directly or reset, and the page is designed for easy removal, so it may be routed to appropriate personnel.

## Power Tool User, Test Thyself

While modern power tools are carefully designed to help you save time and do a better job around the house safely, careless use of them can result in needless—and possibly serious—injury. Following is a test to help you understand where you stand in good safety habits. If you can answer "yes" to one part of a question but not the other, don't score it in your favor. Be honest with yourself.

1. I think through a project and plan my moves before starting. If I need help, I don't proceed without it.

☐ Yes ☐ No

2. I have studied the instruction manuals for power tools I own, and I have a good understanding of the tools' use and maintenance. I follow what the manual says concerning safety and limitations of the tool.

☐ Yes ☐ No

3. I carefully check power tool and extension cords for fraying or breaks, and I use proper extension cords, including "outdoor" cords when necessary. I have electrical outlets inspected and replaced whenever I suspect or detect a problem.

☐ Yes ☐ No

4. I connect all electric power tools with three-prong plugs to matching grounded electrical outlets, or use a properly attached ground adaptor with outlets that accept only two-prong plugs. I never connect a power tool with a grounded (three-wire) system by cutting off the third prong.

☐ Yes ☐ No

5. I work with electric tools only in

dry areas, and I avoid wetness inside and outside the house. I understand that wetness and electricity are a dangerous combination.

☐ Yes ☐ No

6. I always use the guards provided with power tools and make sure that the tools are in proper operating condition. When necessary, I use dust masks, safety goggles, or safety glasses with side shields.

☐ Yes ☐ No

7. I work only in well-lighted areas, inside or outside, and I correct crowded, cluttered conditions that can cause tripping, falls, and dropping of tools.

☐ Yes ☐ No

8. I avoid overreaching, for example, when making a long cut with a circular saw. I check ladders, work benches, and other work helps to be certain of their good condition.

☐ Yes ☐ No

9. I don't use power tools when I'm angry, tired, or in a hurry. I disconnect tools when they're not in use.

☐ Yes ☐ No

10. I stay alert to the potential hazards of highly combustible materials, such as gasoline and naphtha.

☐ Yes ☐ No

11. I store tools in a safe place, out of children's reach. I don't permit others to use my power tools unless I know they are capable and knowledgeable in the tools' use.

☐ Yes ☐ No

12. I make a real effort to see that others around me follow good safety

habits, whether they're watching me or doing the job themselves.

☐ Yes ☐ No

**Scoring:** Sorry, but scoring a safety test of this type is unlike scoring any other test. Accident statistics document the importance of *all* these very carefully selected questions. So every power tool user should score 100 per cent—a "yes" to each question. Nothing less should be acceptable to you. Each "no" increases your potential for an accident. If you have several "no" answers, take a serious look at your work habits, and do something about them.

## Safety Slogans

*Don't let home be where the hurt is. A child may dare, so drive with care. Safety has no quitting time.*

## Short Cuts

Incandescent light bulbs produce a great deal of heat as well as light. Before you try to change a light bulb with your bare fingers, remember the following:

The Ames Laboratory measured the surface temperature of an ordinary 60-watt light bulb at room temperature, with the bulb in various positions. The coolest temperature measured was 257 F, the hottest was 407 F.

This is not only hot enough to cause a severe burn, it is also hot enough to ignite some combustible materials.

A hot bulb should never be touched with bare fingers. All bulbs should have enough air space around them to dissipate the heat.