MR. T. B. BONNEY

FROM R. H. WATSON

PITTSBURGH OFFICE - 7

TO DR. M. O. COLWELL

PITTSBURGH OFFICE - 29

January 27, 1973

RE: MEETING WITH INSURANCE COMPANY OF NORTH AMERICA - 1/3/73

We met with Messrs. Joe Matz, Terry McDonnell and Howie Fisher of INA on 1/3/73. Alcoa representatives were Dr. M. O. Colwell, Dr. L. V. Cralley, R. L. Daniels, T. B. Bonney, E. B. Youngblut, Dr. P. R. Atkins, and R. H. Watson.

The purpose of this meeting was to determine if INA could provide us with (1) a thorough and competent safety and health inspection at one or more of our locations, (2) consultative assistance on organizational staffing, talent, economics of injuries, injury probabilities, etc., and (3) presentations to top management. We desired to work with an organization that would be respected by Alcoa's top management and have experience in presentations to such management.

Starting with the last mentioned consideration above, Mr. G. C. Guenther (past Assistant Secretary of Labor in charge of OSHA) will become a Senior Vice President of INA on 1/27/73. He will be in charge of the Technical Services Group which is the activity represented in Pittsburgh by Messrs. Matz, McDonnell and Fisher. This presents the opportunity to have Mr. Guenther carry certain key specific messages to our top management. We would have no questions concerning his ability to do this well and via Drs. Colwell and Cralley have good personal ties with Mr. Guenther.

We stressed our specific interest in employee safety, not property protection, except where the two relate. This was understood.

INA has not done counseling on organizational staffing. While this appears strange, it also appears that they have worked with companies that really desired assistance, were prepared to spend time and money, and primarily wanted to spend them wisely for good results. Thus, via their explanation, organizational counseling has not been a necessity. Economic factors concerning injuries was an area where they believed they could be of assistance.

Their Technical Service clients include such companies as National Steel, Mine Safety Appliances, Consolidated Coal, Dresser Industries, Harbison Walker, etc. Their audit covers areas such as (1) Management Involvement, (2) Accident Investigation, (3) Facility Inspections, (4) Group Meetings, (5) Supervisory Training and (6) Hiring and Selection. They evaluate each area and then follow up with quarterly or semi-annual checks and reports on progress. It appeared that interviews were a primary source of understanding the company's safety and health posture. This leaves much to be desired and detracts from our interest. However, they felt that they were prepared, and had all the necessary expertise, for full blown plant inspections. I suspect they do, if they bring in the right personnel. Typically, within a large corporate organization, they inspect plants only when a problem is suspected. They may also then interview top management in production, engineering, design, services, etc.

ALCOA

PLAINTIFF'S EXHIBIT AL-1401

SF-4563 (REV 11-68)

When we requested information on costs, we were concerned at how quickly they believed that they could survey a location. They first estimated one full day with one man (which was estimated at $5\frac{1}{2}$ hours for interview and $2\frac{1}{2}$ hours walk through to check obvious hazards) at Cleveland. They later revised this to $1\frac{1}{2}$ days with 2 men for a thorough review. At $33 per hour per man, this would cost $528 for 16 man hours. Travel time is paid at $13 per hour for man's time and mileage. I presume that lodgings and meal expenses may be additional for time beyond 1 day.

Each quarterly, or semi-annual, visit and follow up would cost about $150, plus travel time.

As I understand it, the consensus opinion of the Alcoa group was that; (1) this team cannot do any better analysis, and in all probability not as good, as we could do ourselves, (2) this team is probably as good as most others in the field, (3) Alcoa personnel do not have adequate time to devote to such a critical study, (4) a critical study can, at most times, be better received from an outsider than from one of us, (5) INA, via Mr. Guenther, has a powerful spokesman, (6) we explore with them a review of an Alcoa location such as Cressona (although Workmen's Compensation Payments and Awards are low at Cressona due to previously existing laws in Pennsylvania) and (7) we continue to review the qualifications of other consulting and insurance organizations that we believe could be helpful.

If this proposal appears of interest to you, we should know something about the number and/or names of Certified Safety Professionals and A.B.I.H. Certified Industrial Hygienists that would be available to us. I will contact INA on this. Also, it might be advisable to discuss our thoughts and objectives with Mr. Guenther some time after he takes on his new position with INA. It may be of interest to him, and it may help insure that we would get a very thorough and complete audit.

Please advise what you may wish me, or others of our group, to do.

R H Watson

R. H. WATSON

RHW:lel

cc: Dr. L. V. Cralley, Pittsburgh Office - 7
T. B. Bonney, Pittsburgh Office - 7
Dr. W. N. Dawson, Pittsburgh Office - 7
Dr. P. R. Atkins, Pittsburgh Office - 7
E. B. Youngblut, Pittsburgh Office - 7

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1/3/73

INA

Have not done evaluation of needs (staffing)
Have done evaluations of programs

Ratios 1 10 30 600
death or serious injury; injury; property damage; near misses

Profile of Mgmt Control
evaluated in terms of basic, intermediate, or advanced
3 main areas investigated mgmt involvement, surveillance, accident investigation
Many less important areas,

Offer Injectives

Approach is thru management. Do very little in way of inspection

Would need evaluation of Corporate plus one or two plants

Environmental Health Survey made at Ft Meade.

Evaluation of, e.g. [illegible] works. Take about 1-1 2 days

Costs: Travel time $13.00
Initial visit ~ $500 for a 4 activity location (about one day visit) 5 activity $500
Quarterly visits for review ~ 125
Environmental Health Specialists. $33/hr

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Safety Scope program $325 - 625 depending on no. of employees

REALISTIC OCCUPATIONAL HEALTH SERVICE FOR INDUSTRY

> The worker must be protected from a job environment dangerous to his health, and, whenever possible, afforded a job environment at least as healthful as his off-the-job environment.

This principle of organizations dedicated to occupational health and safety is a basis for State and Federal legislation, and for concern by alert labor groups. Concern for employee health is shared by conscientious employers who seek to provide hygienic work conditions in the increasingly complex and competitive industrial world . . . . a world in which workers routinely encounter potentially hazardous materials and energy sources.

INA Environmental Health Service offers extensive experience in evaluation of occupational health hazard exposures. Typical exposures range through a diversity of operations and materials commonplace in today's industry.

- Airborne asbestos dust in the application of insulation materials.
- Significant noise levels for operators of high speed metal-shaping machinery.
- Skin contact with dermatitis inducing agents, such as solvents or oils.

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- Carbon monoxide emission from lift truck operations.
- Woodworking machine noise.
- Trichloroethylene and other air contaminants from vapor degreasers.
- Lead, zinc and other metallic fumes associated with metal smelting.
- Foundry dust.
- Solvent vapors from use of toluene, TDI, benzene, xylene, MEK, acetone, etc.

Our ENVIRONMENTAL HEALTH UNIT is equipped to assist the client in

HAZARD IDENTIFICATION

SEVERITY ESTIMATION

CONTROL DEVELOPMENT

Identification of possible hazards and estimation of their severities are accomplished through careful study of process operations and materials, frequently including the performance of surveys with calibrated instruments. Survey results are often immediate; at other times, samples are collected and sent to our laboratory for analyses. Authoritative standards are employed to assess the exposure severity. When excessive exposure of workers to health hazards is apparent or imminent, practical control measures are recommended. A comprehensive report describing the investigation findings and prescribing appropriate remedial methods is issued to the client in a form suitable for his permanent records.

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Apart from occupational health hazard surveying, our Environmental Health Unit is available for consultation, whether the client is interested in an educational presentation in environmental health, the administration of a hearing conservation program, or recommended handling methods for a toxic material.

In short, we welcome every opportunity to serve our client with confidence and competence in this vital area of his labor relations and industrial safety.

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INDUSTRIAL HEALTH SERVICES

"Inside The Plant"

Toxic Fumes/Mists/Smokes

Detection, identification, measurement, control.

Dust and Airborne Particulates

Sampling, analysis, identification, measurement
Total airborne dust, respirable dust, fallout dust, stack emissions.

Water Sampling/Analysis

Sampling, analysis, measurement, identification, control/abatement.

Industrial Noise

Measurements, surveys, reduction/control, protective devices.

Illumination

Measurement, improvement.

Ventilation

Measurement, improvement, plans

General Environmental Conditions

Drinking water, health hazards, sanitary facilities, occupational diseases.

Personnel Testing/Training

Audiometric testing, X-ray plans/schedules, visual testing, training programs.

Radiation

Surveys, monitoring, measurements, protective equipment, decontamination.

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INDUSTRIAL HEALTH SERVICES

- TOXIC FUMES/MISTS/SMOKES
- DUST AND AIRBORNE PARTICULATES
- WATER SAMPLING/ANALYSIS
- INDUSTRIAL NOISE
- ILLUMINATION
- VENTILATION
- GENERAL ENVIRONMENTAL CONDITIONS
- PERSONNEL TESTING/TRAINING
- RADIATION

AIR POLLUTION CONSULTING SERVICE

ENGINEERING ASSISTANCE SERVICES

- REVIEW AND EVALUATION OF PLANS
- EMISSION INVENTORY REPORTS
- SURVEYS AND RECOMMENDATIONS
- CONTROL EQUIPMENT SELECTION ASSISTANCE

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OUTSIDE THE PLANT

AIR POLLUTION CONSULTING SERVICES

AMBIENT AIR ANALYSIS SERVICES

- SUSPENDED PARTICULATE
- SETTLEABLE PARTICULATE
- SULFUR OXIDES
- CARBON MONOXIDES
- NITROGEN OXIDES
- HYDROGEN SULFIDE
- HYDROCARBONS
- OXIDANTS
- SPECIFIC ORGANIC AND INORGANIC SUBSTANCES

COMING OUT OF THE STACK
$1,000 PER STACK

AIR POLLUTION CONSULTING SERVICES

SOURCE EMISSION ANALYSIS SERVICES

- PARTICULATE - WEIGHT & SIZING
- SULFUR OXIDES
- NITROGEN OXIDES
- ALDEHYDES
- CARBON MONOXIDE
- ORGANIC SOLVENTS
- SPECIFIC ORGANIC AND INORGANIC SUBSTANCES

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WATER POLLUTION CONSULTING SERVICE

WASTEWATER ANALYSIS AND TREATMENT

WATER SUPPLY ANALYSIS AND TREATMENT

LAKE AND STREAM POLLUTION SURVEYS

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NOISE RELATED SERVICES

PRELIMINARY SURVEY

NOISE ANALYSIS SURVEY (WITHOUT RECS)

NOISE ANALYSIS AND ENGINEERING CONTROL

HEARING CONSERVATION PROGRAMS

A) CONSULTATION

B) IMPLEMENTATION

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NOISE PROGRAMS

PRELIMINARY SURVEY- done by local Tech Rep. (Service office)

USUALLY CONDUCTED BY A TRAINED TECHNICAL REPRESENTATIVE IN EACH SERVICE OFFICE. SERVICE IDENTIFIES NOISE LEVELS, INDICATES PROBLEM AREAS AND RECOMMENDS APPROPRIATE ACTION TO BE TAKEN.

READING TAKEN WITH A SOUND LEVEL METER.

COST-

INCLUDED IN SAFETY SCOPE

IF SEPARATE- $165.00

$25 an hour.

NOISE PROGRAMS

NOISE ANALYSIS SURVEY (WITHOUT RECS)

PERFORMED BY A TRAINED E.H. SPECIALIST LOCATED IN THE REGION. SERVICE IS DESIGNED TO IDENTIFY NOISE SOURCES AND LEVELS, DETERMINE HAZARDOUS FREQUENCIES AND THE OFFENDING PARTS AND EVALUATE THE NEED FOR ENGINEERING CONTROL.

FREQUENCY DISTRIBUTION OF THE NOISE IS OBTAINED WITH AN OCTAVE BAND ANALYZER.

COST - 2/3 OF FULL SURVEY COST (#530.00)

NOISE PROGRAMS

NOISE ANALYSIS AND ENGINEERING CONTROL - Performed by E.H.S.

SAME AS NOISE ANALYSIS SURVEY EXCEPT RECOMMENDATIONS FOR ENGINEERING CONTROL ARE MADE. CONTROLS ARE BASED ON STATE OF THE ART TECHNIQUES AND HAVE BEEN PROVEN TO REDUCE NOISE. DIAGRAMS AND SPECS ARE PROVIDED FOR CLIENT.

QUOTE - AVAILABLE ON REQUEST

1 – 100	— $530
101 – 499	— $615
500 – 999	— $1060
1000 – 2499	— $1750
2500 – 4999	— $2800
5000 +	— Upon Request

Price is Total Cost Includes Travel + Write-up.

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HEARING CONSERVATION PROGRAMS

CONSULTATION -

CONSULTATION PROVIDED TO CLIENT ON THE ELEMENTS OF A GOOD HEARING CONSERVATION PROGRAM. TOOLS REQUIRED AND PROCEDURE TO FOLLOW. COST BASED ON #265/DAY.

IMPLEMENTATION -

TRAINING PROVIDED IN RUNNING THE PROGRAM. THIS INCLUDES: US- OF AUDIOMETER, USE OF AUDIOMETRIC BOOTHS, EMPLOYEE EDUCATION PROGRAMS AND EVALUATING AUDIOGRAMS.

COST-265/DAY

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Environmental Health
additional services from the
Technical Professionals at INA

411582 0189

Other Services from the Technical Professionals at INA

Safety Scope Service
. . . to help you comply with occupational safety and health requirements.

Environmental Health Services
Noise Survey and Control Programs
Air Contaminants Survey and Control Programs

Total Loss Control Services
. . . a wide variety of loss control consultive services for business and industry.

The representative whose name appears here has been selected on the basis of a demonstrated understanding and interest in improving industrial safety and health. Value his advice.

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Industrial Noise Control

We Can Work It Out



Prolonged exposure to noise levels of more than 90 dB can eventually harm hearing.

Exposure to noise levels over 140 dB can cause pain.

What are the noise levels in key locations of your company . . . at various equipment locations . . . on the production line . . . at the construction site?

As noise levels rise, working efficiency declines. Physical and psychological discomfort goes up . . . and beyond a certain point, production and profits suffer in relation to the rising decibels.

Recognizing the effects of noise on the worker, key standards established under the Occupational Safety and Health Act set noise levels for various industries and operations.

Do you comply with these standards?

INA Environmental Health Services can help you isolate and control your sources of noise hazards.

Technical specialists are available on a consultive basis to assist your company in recognizing, evaluating and controlling industrial noise hazards.



All the following noise-related services are available:

Preliminary Noise Determination - Noise determination against existing Safety and Health Standards.

Noise Level Survey - More complete determination throughout the plant and its environment. Considers not only compliance with Standards but evaluation of overall employee exposures.

Complete Noise Evaluation Program - - Complete program conducted by trained specialists including a complete noise analysis interpretation of noise levels and exposures and control recommendations.

Hearing Conservation Program - - In addition to all the measurement, evaluation and control recommendations above, the service also provides for a continuing self administered program.

All the above programs make use of the most modern available equipment used by expert, qualified personnel.

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