

MINUTES OF SHAC COMMITTEE MEETING
May 17, 1976

Present:

Harold Lacy
C. C. Hebert
J. M. Tissue
G. L. Stacy
J. V. Cavender
J. A. Glass

NEW AVENUES TO SAFETY AWARENESS PROGRAMS

Harold Lacy reported on the results of the returns of the inquiry about the status of the NASA programs under way by the Unit Craft Representative/Contact Supervisory teams in the units. He reported that he had received feedback from 15 out of the 29 teams, and he was following up on the ten that were missing from the list. The committee outlined the following plans for the program.

1. SHAC will monitor the status of the progress in the work area.
2. They will give feedback now to each group.
3. They will pass the program on to the representatives being elected who will take office on June 1, 1976.
4. Loss Prevention and Safety and will train their new representatives and point out the objectives of the program.
5. SHAC will give the new teams six weeks to perform.
6. SHAC will provide feedback on the progress in each area to the second line supervisors.
7. SHAC will revise the program if necessary.

BALL VALVE PROGRAM

The Safety Advisory Committee has developed feedback on the implementation of Procedure Bulletin P-0134 and summarize their findings as follows:

1. Compliance is approaching a high degree of adherence - SHAC can summarize by percentages by department.
2. A detail re-analysis of procedure indicates that it is adequate and that it provides adequate prerogatives for "owners" to make their systems safe.

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3. There are some indications that replacement of ball valves or handles may have been extended to non-hazardous lines.
4. Problems from the Field can be summarized in three major categories:
 - (a) Difficulty in determining what position valve is in.
 - (b) Sticking or stiff valves being burred with "cheaters" creating potential cut hazards.
 - (c) Difficulty with positive lockout,

Harold Lacy reported on the results of the ball valve survey and these results are tabulated and attached to these minutes (Attachment 1).

In the Action Request sent to all departments, SHAC emphasized five basic points of the ball valve procedure in regard to:

- (a) Instrument manifolds.
- (b) Open end hazardous material applications.
- (c) Lock-out requirements (there are at least two good designs from HDPE and Styrene that can be duplicated).
- (d) Elimination of practice of plugging open end services.
- (d) Removal or replacement in low use service.

SHAC expects 100% completion of compliance in all areas by July 15, 1976.

GAS CYLINDER STORAGE

A task force was formed by SHAC with John Tissue serving as the Committee Contact person. Tom Lastrapes was designated Task Force Chairman and *Ferry Grubbs* Jim Gatewood, Bobby Harrell, and ~~Tom Grump~~ were appointed members. The work of this committee will be limited to the in-plant transport, handling, and storage of compressed gas cylinders.

LIFE SUPPORT TASK FORCE

Gene Stacy will be SHAC contact representative for the newly formed task force to prepare an integrated P-Bulletin on Life Support Systems:

Rex McDonnell, Chairman
Frank Bates
George Hart
Mark Devore
Hubert Davis

LAM014649

The task force has already had one meeting and has targeted completion of the P-Bulletin for September 1, 1976.

OFFICE SAFETY COMMITTEE

Harold Lacy met with the newly appointed Office Safety Committee on May 5:

Dick McBride, Chairman
Marjorie Grady
Juanita Hicks
Louis Decker
Jim Sheehan

There may be some other resource persons added to this committee.

GUEST HOUSEKEEPING INSPECTION

Notice has been sent to the Plant Manager's Safety Board and SHAC for the Guest Housekeeping inspections to be held in the week of June 14, 1976. A guide describing the key items of interest for this inspection will be issued by Harold Lacy by June 1, 1976.

OSHA Inspection Alert

SHAC issued the OSHA Inspection Alert along with a copy of the report of the Luling Plant inspection by OSHA.

TRAFFIC

Harold Lacy reported that E. R. Albritton now has a sergeant patrolling the plant during days to check on vehicle performance within the plant.

SAFETY AWARDS

Due to a delay in delivery from the manufacturers, the safety awards will be distributed during the week of May 24, 1976.

ADDITIONAL ITEMS FOR FURTHER CONSIDERATION

1. Flammable solvent storage report.
2. Relief valve testing and replacement records.
3. Ethylene spill in Research 2.

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J. A. Glass

LAM014650

ATTACHMENT 1

RESULTS OF BALL VALVE SURVEY

Department	% Complete on Target	Instr. Valves	Process Valves	Lockouts	Bull Plugs Removed	Serious Hazard	Valve Handles	Comments
10								
13-14	95%	80	40	On order	Yes	Process	Probably in Wrong Service Indicators	
15-16	OK/6.76	-	-	Valve Cover w/hole	Some	Instr. Manifolds		
19-25-27	90%/6.76	200	200	Youngblood	Yes	Accidentally	OK	Could have kicked off better
33	Yes	40	100	Youngblood	Yes	Accidentally	Open/Close	Will not remove plugs under pressure
24-Air-Waste								Lockout problems
35	95%/6.1	0	500	Youngblood	Most	Open End Lines	Self locking	
44, 45, 46	83%/6.1	200	300	Drilling for car seals	Yes	Liked old ones	Valve Handles Poor Visibility	Do not rely on valve handles to see if hazardous
48, 56								
50	90%/6.1	500	300	Drilling for car seals	Most	Valve bumping	Valve Position	
53	98%/6.76	48	44	Swing Handle	Yes	Accidental Opening	None	
Matl. Handling	95%/6.76	-	20	Youngblood	Yes	Accidental Opening Heater Bleed Valves	Position Yellow stripe Hand Burns	
Maint. Shopp	Yes	-	2	None	N.A.			
Utilities								
Labs-PJ	Yes		15			Solvent Line		Reviewing new installations
PE. Lab	Yes			Cover Clamp	Yes		Northwhile	No replacement needed
Construction								
Control Lab								
51								
Inst. Shop								
Cafeteria								
Mis. Maint.								

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5/21/76

SAFETY AND HOUSEKEEPING
ACTION COMMITTEE

SHAC

J. V. Cavender	-- 2R-21	C. C. Hebert	-- 2Z	G. L. Stacy	-- 0-11
J. A. Glass	-- 0-22	H. Lacy	-- 0A-3	J. M. Tissue	-- 0-4
P. E. Brubaker	-- 0-10	G. A. Danner	-- 0-7	W. G. Juhl	-- 0A-9
N. L. Marsh	-- 0-6	J. M. Tissue	-- 0-4 (9)	H. H. Nelson	-- 2R-3
H. M. Lacy	-- 0A-3 (8)	J. E. Robinson	-- 0-18 (21)	W. H. Lane	-- 2R-5
J. L. Rasmussen	-- 0-6A (9)	G. Lunsford	-- 0-21 (14)	J. L. Masten	-- 2R-3
D. R. Wise	-- 0-6 (14)	E. H. Jones	-- 0A-18	K. A. Pinkerton	-- 1R-16
G. W. Daues	-- 0-5	J. E. Clark	-- 0A-18 (8)	G. D. Smith	-- 1R-6
R. J. Burkett	-- 42D (10)	T. Ozarchuk	-- 0-22	R. H. Benson	-- 1R-10
R. J. Johle	-- 2R-6 (2)	R. L. Browning	-- 0-22	G. L. Roberts	-- 1R-3
J. L. Kilfoy	-- PEL	J. E. Fox	-- 0-22	T. J. Shuff	-- 2R-24
W. C. Fuller	-- 0-9	J. M. Eason	-- FD	W. G. Bauer	-- 2R-42
G. L. Stacy	-- 0-11 (12)	J. T. White	-- FD	P. P. Briggs	-- 2R-4
G. T. Ryan	-- 0-10	E. N. Steele	-- PER (3)	W. R. Johnson	-- 0A-7
R. Rosenberg	-- 0A-2 (6)	C. A. Peters	-- 0A-19	M. D. Burns	-- 0A-7
W. H. Triplett	-- 35LD (11)	C. E. Yoas	-- 0A-19 (5)	W. R. Rolingson	-- 2R-3
R. E. Stuart	-- 0A-2 (6)	H. L. Schroeder	-- 0A-19	M. L. Owens	-- 0A-11
B. E. Clawson	-- 2Z	W. A. Wall	-- 0A-19	K. K. Okamoto	-- 0A-11
T. P. Spruiell	-- 2Z	H. S. Hamby	-- 0A-15	J. L. Price	-- 0A-11
J. G. Trafton	-- 0-8	N. Marabella	-- 0A-15	R. T. Eby	-- 0A-12
A. J. Bolton	-- 1D (8)	K. E. Ricke	-- 0A-15	G. L. Tromblee	-- 0A-10
J. F. Carlisle	-- 0A-5 (12)	R. C. Horlander	-- 0A-15 (2)	E. R. Beaver	-- 2R-3
W. E. Repschlager	-- 0A-5	G. A. Bostick	-- 0A-15 (3)	H. L. Epstein	-- 2R-39
F. E. Grissom	-- 0A-4 (8)	R. Attra	-- 0A-15 (3)	J. C. Trube	-- 0A-8A
P. S. Gupton	-- 0A-16 (4)			L. H. Ballard	-- 0A-8A
C. Jackson	-- 0A-16 (6)			G. L. Wofford	-- 0A-10
C. M. McCullough	-- 0-12			N. F. Wood	-- 0A-3
A. W. Kuehl	-- 2Z (17)			R. Martini	-- CED
C. C. Hebert	-- 2Z (14)			W. A. Birdwell	-- CED
E. P. Bailey	-- 2Z			E. D. Moore	-- CED
G. A. Orum	-- 2Z			R. Medina	-- CED
W. F. Bridenbaugh	-- SS-18 (5)				
J. M. Gatewood	-- CD (4)				
R. R. Osborn	-- SS-18				
N. J. Broussard	-- SS-17 (6)				
J. B. Cook	-- 0-13 (4)				
W. L. Riddick	-- 1Z (15)				
E. R. Albritton	-- WG (5)				
T. P. Spruiell	-- 2Z				

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LAM014652

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LAM014655

RESULTS OF BALL VALVE SURVEY

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5/21/76

8/11/77

SHAC NOTICE

Supervisors Must Take Charge

REMEMBER the day you were given responsibility for a department or the supervision of others? All too frequently such responsibilities are thrust upon the new supervisor with minimum preparation for the assignment.

Those who have been successful in carrying out supervisory responsibilities know that leaders must...

Plan to carry out the assignments of the department. Safety must be an essential part of that plan which includes what must be accomplished, when, how, and by whom. The new supervisor must be able to blend people, supplies, and equipment in such a manner that all are used efficiently to carry out the task. The supervisor must...

Decide how to take charge effectively. An effective supervisor knows that the safety and well-being of employees is critical. He must be ready to make decisions when problems arise and know how to keep production rolling. The good supervisor has no time to procrastinate and must be able to...

Direct his workers. Clear-cut instructions are important. Workers must understand the supervisor's decisions, plans, and suggestions. Most

importantly, workers must understand reasons for the safety rules and procedures essential in carrying out their work safely. The supervisor must always be ready to explain and teach his subordinates the safe way and the correct way to perform any job in the department and...

Control those assigned to him. Successful supervisors monitor workers' performances by inspections, observations, asking questions, and listening. Observing work performance can highlight unsafe acts or inattention to safety rules which could result in injury. The supervisor must watch reports, records, and statistics on his operation. He must constantly compare performance against objectives and...

Lead his team. Leadership requires persuading, explaining, and showing. Leadership qualifications include good judgment, honesty, and pride in a job well done. Each member of the team must feel that his contribution is important and is recognized by the supervisor. In this way the team becomes an effective unit and an integral part of the organization.

—Robert G. Riley

Pulp, Paper and Related Products, June

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You've Done It Before,
Let's Do It Again!