

Monsanto

FROM (NAME & LOCATION)

Pennie Johnson - 3452 (1R-16)

DATE : July 12, 1984

CC.

SUBJECT : Office Safety Committee Meeting

REFERENCE :

TO : Leo Garza - Chairman
Pennie Johnson - Secretary
Tom Biegel
Laura Inskeep
Sue Mears
Mark Riddle
Elaine Salles
Greg Stadter
Martha Thompson
Mike Ward

BA:
We plan to keep
minutes this year. Please
return

MP
7/16/84

Mark,
Item 5 was brought up in
PMSB - looks like emphasis since Apr
1985. B.B.

The first meeting of the Office Safety Committee was held Thursday, July 12 at 10:00. The purpose of the committee was discussed by Leo and the previous projects (attached) performed in 1980-84 were handed out. The main concern of the meeting was to get some new ideas for projects in the 84-85 year. Listed below are the ideas of the attendees.

- 1) evaluate moving of office equipment (dead storage, etc.)
- 2) have wardens discuss EPP (alarms, procedures, etc.)
- 3) crime prevention and awareness
- 4) eye safety
- 5) off-the-job safety (home shop safety, ladder safety, BBQ safety)
- 6) drug/alcohol abuse program
- 7) hurricane preparedness
- 8) fire extinguishers and awareness (smoke alarms, etc.)
- 9) poison control
- 10) water safety
- 11) family physical fitness (children's athletics, etc.)
- 12) missing children
- 13) defensive driving
- 14) heat exhaustion
- 15) CPR

As you can see we have quite a few suggestions. We would like you to pick your top 5 choices and arrange them in the order of your preference and have these ready at our next meeting.

We need to set up a quarterly safety meeting before the Annual Safety and Housekeeping Inspection. Leo has offered to find out about a video, etc. on heat exhaustion and Martha will call about setting up someone from the poison center to come give a program. We tentatively want to schedule one of these programs mid August.

The Annual Safety and Housekeeping Inspection is scheduled for September 19-21. The Office Safety Committee is in charge of publicity which usually includes: the display case in the cafeteria, plant news article, touch 85, bulletin board notices, and flyers passed out on desks and at the gate.

Our next meeting is scheduled for Thursday, July 26 at 10:00 in the vault.



Pennie Johnson

Attachment

SC 14304

OPR 3.84.0289

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OFFICE SAFETY COMMITTEE PROJECTS 1980-84

1. Hurricane Preparedness: Presented by member(s) of Galveston Weather Bureau. Facts/figures on evacuation time limits, routes of escape, home protection, damage, etc.
2. Plant Emergency Procedures: In-plant presentation about procedures, escape routes, instruction points, wardens, etc.
3. S.T.A.R.T.: Safety program initiated by Monsanto Management Committee made up slides showing correct and wrong way of doing certain jobs. Program was coordinated by discussion leader (management).
4. Fire Training: Followup from previous year. In-plant training in the use of water and chemical extinguishers.
5. MESH - Monsanto Exposition of Safety and Health: Out-of-plant program directed at the homes of Monsanto employees. Showing the latest in Monsanto safety equipment, information about home safety, CPR, drug display (Police Department), blood pressures done, blood donations, sale of smoke detectors, fire extinguishers, and safety shoes. Door prizes offered.
- 6. Assist with Annual Safety & Housekeeping Inspection: Bulletin boards, hand-outs, accompanied inspectors during inspection.
7. Robbery: Police Department demonstration in the use of dead-bolt locks, window locks, neighborhood crime watch groups, alarms, in-plant.
8. Rape: "How to Say No to a Rapist and Survive" film shown in plant. Good response. Presented at local high school for general public and families of Monsanto employees. A symposium followed in which several agencies participated: local police department, M.D. (OB/Gyn) from John Sealy Hospital, Rape Crisis representative, Asst. D. A., attorney, karate demonstration. Refreshments provided. Film was then donated to local police department.
9. Eye Safety Film: "Don't Push Your Luck" shown to salaried personnel. Made available to hourly group via safety library.
10. Eye Safety Program: Series of 4 home mail-outs depicting 6 different eye hazards. Consisted of stickers and pamphlets. All material purchased from the National Society to Prevent Blindness.
- 11. Holiday Drinking: Brochures about drinking. Inserts in hourly paychecks, along with in-plant bulletin board displays.
- 12. Fire Extinguisher Program: Re-introduced.
- 13. Seat Belt Safety: "Room to Live" film on seat belt safety directed at salaried personnel.

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- ~14. Safety Calendar: Publish monthly safety calendar for in-plant personnel. Up-to-date safety reminders provided by SHAC (Safety & Housekeeping Action Committee).
- ~15. Defensive Driving Course: Offered as off-plant activity to include spouses and rest of family.
- ~16. S.T.O.P.: Revise DuPont "STOP" safety program for non-supervisory personnel.
- ~17. CPR: Showed 20 minute videotape on cardiopulmonary resuscitation and sponsored off-plant course.
- ~18. Boating Safety: Made films available for safety meetings.
- ~19. Texas City Police Department: Gave quarterly meeting "Have a Safe and Merry Christmas."

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7/12/84

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