(2 m)

RESPONSIBILITY	GOALS	ACTIONS
1). SAFETY		
1. INJURY INDICES	1.(a). No disabling or serious injuries. (b). Minor injury index ≤ 0.75	
2. IMPROVEMENTS	2. Make 6 improvements	2. (a). Move push button for thermal circulating pump motor. (b). Install pressure reducer in steam line to Cat. mixtank (c). Improve method of moving hot bottoms drums. (D). Work with warehouse persons to improve drums used for bott (e). List location of all sight glas and determine need for them. (f). Relocate Chlorine discharge line from aporizer rupture disc.
3. Inspections	3. Use inspections to identify unsafe conditions	3. Report quarterly on the status of the safety devices inspection list.
4. No procedure violations		
5. Operator records.	5. Improve operator awareness of their own record of injuries.	5. Compile each individual operator's record and discuss it with him.

MCNS 077331

Responsibility	Goals	actions
2) QUANTITY		
1. On stream rate	1. Maintain capability of bracket II production	1.(a). Keep informal records of equipment performance. (b). Make capacity runs quarterly.
2. Process downtime	2. Maintain process downtime ≤ 3.5%	2. log downtime
3. Delayed shipments	3. No delayed shipments due to department controllable factors when sufficient lead time is given, (3 days for Arvelos and 5 days for blends).	3. Check shipment dates bi-monthly.
3) QUALITY		
1. COMPLAINTS	1. Customer complaints (within department control) ≤ 0.3/100 shipments	1. (a). Continue tank car inspection by supervision. (b). Change all filter cartridges routinely and keep records of changes. (c). Sample tank car leaks.
2. Quality improvement	2. Improve quality of 1242 and 1252.	2.(a). Install polishing filters in lines of #1, 2 + 3 absorbers. (b). Change absorber sequence #1, 2 and 3 after polishing filters are installed. (c). Ask for operator suggestions to improve quality.

MONS 077332

Responsibility	Goals	Actions
4) COSTS		
1. Cost improvement	1. Make cost improvements	1.(a). Eliminate routine overtime on porter job. (b). Continue use of Preventive maintenance list.
		2. Rework good returned product drums in 30 days.
		3. Review cost sheets monthly with supervision.
		4. Review cost sheets monthly and keep current records of 91+92 jobs.
5) YIELDS		
1. Raw material usage	1. Achieve the following yields a) Bi ϕ 99.0% b) TCB 98.0% c) TTCB 98.0% d) TCP 98.0%	1.(a) Maintain close process control.
6) HOUSE KEEPING		
1. Inspection ratings	1. Maintain a score of ≥ 260	1. Use department rating form monthly.
2. Normal appearance	2. Be ready for corporate inspection in 3 days.	2. Have some clean up done every day.

MONS 077333

Responsibility	Goal	Action
7) Personnel Management		
1. Communications	1. Maintain good intra-departmental communications	1. assist in issuing a newsletter
2. Development of operators	2. Develope operators to know more about the products we make.	2 (a) talk with each operator and explain the changing demand of our customers and how it does effect our dept. (b). Also explain more of what is involved in selling our products (different groups involved).
8) Process		
1. Operating Instruction	1. Write new operating inst.	1. Write all new operating instructions by 9/1.
2. Process Control	2. Complete Data bank.	2. Complete all phases of the Data bank by 1/1/81.
9) Pollution		
1. Process Control	1. Use process control to reduce + define bromlon losses.	1. (a) Record waste drums going to land-fill. (b) Cooperate with other groups to make improvements. (c). Clean sewer trenches and remove residue and arochlor.

MONS 077334

Responsibility	Goal	Action
I. Other		
1. Special assignments	1. Fulfill any given assignment	1. Continue as a member of the Human Selector Board
2. objectives	2. write monthly objectives	2. write monthly objectives and results.
3. Personal improvement	3. Use Algebra in calculating blends.	3. Develop learned Algebra methods into a useful tool for making blends.
II. Physical Facilities		
1. Awareness of condition	1. Maintain awareness of physical conditions of Dept.	1. Monthly maintenance inspection with emphasis for potential maintenance problems.
2. Plant improvement budget.	2. Stay with-in budget	2. Review monthly expenditures.
3. Work to assist budget.	3. Stay with-in budget	3. Review monthly expenditures.

MGNS 077335

Safety 2. (d). OK 4/10/70 - New classification setup for mortar drums. 18 ga. no side bungs and no locks. (#1 washed drums).

MCAS 077336

MR. D. CORLEW
R. McCUTCHAN

JUNE OBJECTIVES	RESULTS
1. Begin writing operating instructions for Chlorinator operation.	Did not start
2. Check absence records of 10 operatores.	Did not start
3. Discuss personal minor injuries for the past 5 years with 10 operatores.	Completed
4. Run 1242 rate test	Completed

V. Crawley
Dept 246

MONS 077337

Mr. B. Colen
R. Mc Cutcha

SEPT OBJECTIVES	RESULTS
1. Write operating instructions for continuous chlorinators.	25% complete
2. Set up "bring-up file" to include safety device check list, P.M. list & rupture disc check list.	Did not get P.M. list on file.
2 weeks Vacation 9/5 to 9/21.	

V. Brawley
Dept 246.

MONS 077338

MR. B. CORLEW
R. McCUTCHAN

AUGUST OBJECTIVES	RESULTS
1. Write operating instructions for continuous chlorinators	
2. Log the settings on all controllers for dept instrumentations.	50%
3. Write a quarterly newsletter for dept personnel.	
4. Check ratings on all rupture discs to be certain the correct ones are being used.	checked on 8/17/70
5. Continue high production of heavy chlorine to meet scheduled demand.	
Spent some time with Jones.	
Reworked 48 M lbs of 1242 PPO.	
Reworked 80 M lbs of 1248 - off color.	

V. Brawley
Dept 246

MCNS 077339

MR. B. CARLEW
R. McCUTCHAN

AUGUST OBJECTIVES	RESULTS
1. Write operating instructions for continuous Chlorinators.	1. Did not start.
2. Log the settings on all controllers for dept instruments.	2. Logged settings on controllers on new panel board and had them typed, they are now in the IFO books.
3. Write newsletter for dept personnel	3. Will be ready for Typing on 9/4.
4. Check ratings on all rupture Discs to be certain the correct ones are being used.	4. completed.
5. Continue high production of Heavy Arochlors to meet sales demand.	5. completed.
	~~vacation~~
	Trained J. Jones for approx 2 weeks.
	MONS 077340
	V. Brawley Dept 246.

→ Virgil very good good luck Bill

MR. V.B. CARLEN
R. McCUTCHIN

AUGUST OBJECTIVES	RESULTS
1. Write operating instructions for continuous chlorinators	
2. Log the settings on all controllers for light sensitivity.	
3. Write a quarterly newsletter for dept personnel.	
4. Check settings on all neptune discs to be certain the correct ones are being used.	
5. Continue high production of decay products to meet sales demand.	

V. Brawley
Dept 246

MONS 077341

MR. B. CARLEW
R. McCUTCHIN

JUNE OBJECTIVES	RESULTS
1. Begin writing operating instructions for Clouston operation.	
2. Check absence records of 10 operators.	
3. Discuss personal minor injuries for the past 5 years with 10 operators.	
Major safety PM's come in June?	
Host Mason – give good impression	
1242 capacity ~~test~~	

V. Brawley
Dept 246

MONS 077342

Virgil Brawley

Mr B. Corlew
R. McCutchen

May Objectives	Results
1. Check ratings on all rupture disc to insure the correct ones are being used.	Checked on 5/14
2. Check 6 items on the "safety device inspection list."	Checked 4.
3. contact 6 men in foreman selection program.	Completed on 6/26.
4. Change burners on #1 furnace	Changed on 5/13/70
5. Analyze thermind in purge tanks.	ok 5/14/70
6. Check absence records of 10 operators.	did not do
7. Check minor injury records of 10 operators.	ok 5/18/70
8. Have P.M. list typed.	did not do

Very good, I think

Completed Math III

MCNS 077343

Bill C

V. Brawley
Dept 216

Mr B. Corlew
R. McCutchen

May Objectives	Results
1. Check ratings on all rupture disc to insure the correct ones are being used.	Checked on 5/14
2. Check 6 items on the "safety device inspection list."	Checked 4.
3. contact 6 men in foreman selection programs.	completed on 6/26
4. Change burners on #1 furnace	Changed on 5/13/70
5. Analyze thermind in surge tanks.	ok 5/14/70
6. Check absence records of 10 operators.	did not do
7. Check minor injury records of 10 operators.	ok 5/18/70
8. Have P.M. list typed.	did not do

V. Crawley
Dept 246

MONS 077344

Mr B. Corlew
R. McCutchan

May Objectives	Results
1. Check ratings on all rupture disc to insure the correct ones are being used.	
2. Check 6 items on the "safety device inspection list."	
3. contact 6 men in foreman selection program.	
4. Change burners on #1 furnace	
5. Analyze thermind in surge tank.	
6. Check absence records of 10 operators.	
7. Check minor injury records of 10 operators.	
8. Have P.M. list typed.	

V. Brawley
Dept 248

MONS 077345

VIRGIL:

MR. T.W. DALTON
R. McCUTCHAN
B. CORLEW

APRIL OBJECTIVES	RESULTS
1. Demonstrate full rate on #1 and #4 stills.	#4-checked 4 days. #1- no work checked 7
2. Check 8 items on P.M. list.	
3. Relocate rupture disc on Vaporizer	Rupture disc now on hand. waiting for pressure relief... Checked 5
4. Check 6 pressure relief valves on tank jackets.	
5. Begin plotting variables	DID NOT BEGIN
6. Write a dept-newsletter	ok 1/27
7. Review need for existing sight glasses	list is made, review with T Change is not necessary. Masks are needed
8. Determine gas mask need in control room	
9. Install gear meters in #3 + 4 still lines.	no work

V. Crawley
Dept-216

MONS 077346

MR. T.W. DALTON
R. MCCUTCHAN

MARCH OBJECTIVES	RESULTS
1. Send new P.M. list D appropriate maintenance group.	Sent - Elec shop sent on 3/4
2. Begin using dept P.M. list.	checked 4 on list.
3. Demonstrate full rate on # 1 and 3 still.	#3 still was demonstrated
4. Demonstrate full rate on continuous Monitors	75% on 3/3 + 4 70% for 15 day (87% NET)
5. Calibrate rupture disc on Vaporizers.	POP VALVE NOT AVAILABLE
6. Begin writing new operating instructions.	DID NOT DO.
7. Check 8 items on "Safety inspection" list.	CHECKED 4.
8. Begin plotting variables	DID NOT DO.

V. Crawley
Dept 246

MCNS 077347

MR. J. DALTON
R. Mc CUTCHAN

FEBRUARY OBJECTIVES	RESULTS
1. Complete P.M. list.	completed 2/24
2. Check 10 items on "Safety inspection" list.	Checked 6
3. Make list and group alarms as operational or safety.	Completed 2/20
4. Relocate rupture disc line on Cl2 vaporizer.	DID NOT DO
5. Demonstrate full rate on #3 and 4 stills.	Demonstrated #4

V. Brawley
2-16.

MONS 077348

Due by 5th of each month.

MR. J. DALTON
R. McCUTCHAN

JANUARY OBJECTIVES	RESULTS
1. List all grounding and frequency to be checked.	Complete 1/16
2. Complete P.M. schedule.	10% complete
3. Begin using "Safety Device" inspection list.	30% complete list
4. Collect Aroclor pump boxes in plastic containers & avoid sewer pollution.	CONTINUING
5. Clean Automatic Control Valve on feed line to continuous blow tank.	Cleaned on 1/7
6. Change thermind ER-2 in furnace systems.	Changed on 1/12
7. Evaluate need for emergency exit on north side of building.	DO NOT NEED.
8. Relocate rupture disc line on Cl2 vaporizer	DID NOT DO.
9. Work with McCutchan on Process Variables.	CONTINUING.

V. Brawley
Dept 246.

MONS 077349