

champlin

INTER-OFFICE CORRESPONDENCE

OFFICE: C. C. Refinery

DATE: June 3, 1974

TO: Joe Gay

FROM: L. G. Brannin

SUBJECT: May Safety Meetings

Attached for your information is a copy of the report on May
Safety Meetings.

JFG

JWB

RETURN TO

SAFETY DEPT.

L. G. Brannin

L. G. Brannin

rw

Attachments

cc: A. E. Bynum (w/ att)

RECEIVED
JUN 6 1974
JUN 5 1974
SAFETY DEPT.
SAFETY DEPT.

AN 000022

Champlin Co.

INTER-OFFICE CORRESPONDENCE

TO: L. G. Brannin
FROM: Jim Kucera
SUBJECT: May Safety Meetings

OFFICE: C. C. Refinery
DATE: May 30, 1974

This month was the first time in several months that we had a complete set of safety meetings.

I conducted all the safety meetings. Various subjects were discussed with primary emphasis put on the operation of a sound level meter. I took a radio and the sound level meter to each meeting and explained the operation of the meter, the acceptable sound levels, maximum threshold of sound, explanation of the decibel measuring system and the part Champlin plays in correcting any sound that exceeds allowable standards.

Other subjects that were discussed were the fire brigades, mandatory eye protection and the upcoming area Maintenance Supervision.

The following safety suggestions were discussed and the status of each suggestion:

May 7, 1974 - Shift II

1. The area between the 2 diesel fire pumps is always wet, creating a slipping hazard.

Status: Job request issued for correction.

May 7, 1974 - Laboratory Group I

1. The leaded gasoline sink in the cargo lab is leaking.

Status: Job request has been issued and is now completed.

May 9, 1974 - Group I

No safety suggestions.

May 14, 1974 - Shift III

1. In the Cat. Cracker, the walkways and metal ladders are rusty, corroded or in a generally dilapidated condition.

Status: I surveyed the area and prefer to wait for correction until we are under Area Maintenance Supervision. It is not a safety hazard, but does need correcting.

AN 000023

May Safety Meetings
May 30, 1974
Page 2

May 14, 1974 - Laboratory Group II .

1. There are uncovered, unbarricaded pits outside fence near lab.

Status: - Repair completed.

May 16, 1974 - Group II

No safety suggestions.

May 21, 1974 - Shift IV

No safety suggestions.

May 23, 1974 - Group III

No safety suggestions

May 28, 1974 - Shift I

No safety suggestions.

JK/lw

AN 000024

SAFETY MEETING ATTENDANCE RECORD

Meetings Begins at 2:15 pm

REVISED SCHEDULE

Group I

- | | | | |
|-----|---------------------|-----|------------------|
| 1. | E. C. Alonzo | 15. | T. H. Morales |
| 2. | T. C. Armstrong | 16. | H. G. Perkins |
| 3. | W. P. Arnold | 17. | J. E. Pope |
| 4. | J. D. Baugh | 18. | P. Ramirez |
| 5. | Andrew Beasley | 19. | G. O. Roschetzky |
| 6. | R. Campbell | 20. | S. Schwirtlich |
| 7. | R. L. Friday | 21. | A. A. Spalek |
| 8. | L. H. George | 22. | E. L. Van Meter |
| 9. | T. J. Gilbert | 23. | F. Villarreal |
| 10. | D. J. Hollingsworth | | |
| 11. | J. M. Humphries | | |
| 12. | V. K. Malone | | |
| 13. | C. J. Martin | | |
| 14. | J. D. Medina | | |

1974 Safety Meeting Dates are as follows:

<u>Date</u>	<u>Instructor</u>	<u>Suggested Subjects</u>
June 6	L. E. Rolando	Noise Protection
July 11	W. R. Glenn	Traffic Safety
August 8	O. C. Howard	Housekeeping
September 12	Bob Miller	Home Safety
October 10	L. E. Rolando	Fire Prevention & Control
November 7	W. R. Glenn	Lifting-Pinch Points
December 5	O. C. Howard	Safety and the Supervisor

SATETY MEETING ATTENDANCE RECORD

Meetings Begin at 2:15 pm

REVISED SCHEDULE

Group II

- | | |
|--------------------|----------------------|
| 1. V. S. Bennett | 13. L. H. Owen |
| 2. S. C. Campbell | 14. L. A. Perkins |
| 3. V. M. Colwell | 15. R. Reyes |
| 4. R. L. Dunn | 16. R. F. Roschetsky |
| 5. J. E. Green | 17. R. C. Salinas |
| 6. G. S. Hernandez | 18. W. I. Smith |
| 7. D. E. Jarvis | 19. J. W. Stamps |
| 8. S. E. Jones | 20. T. W. Stary |
| 9. W. R. Knight | 21. I. M. Thomas |
| 10. D. D. Meneley | 22. F. L. Trevino |
| 11. R. D. Mylnar | 23. J. W. Van Meter |
| | 24. J. R. Vinson |
| | 25. O. Young |

1974 Safety Meeting Dates are as follows:

<u>Dates</u>	<u>Instructor</u>	<u>Suggested Subjects</u>
June 13	Bob Miller	Noise Protection
July 18	L. E. Rolando	Traffic Safety
August 15	W. R. Glenn	Housekeeping
September 19	O. C. Howard	Home Safety
October 17	Bob Miller	Fire Prevention and Control
November 14	L. E. Rolando	Lifting-Pinch Points
December 12	W. R. Glenn	Safety and the Supervisor

SAFETY MEETING ATTENDANCE RECORD

Meetings Begin at 2:15

REVISED SCHEDULE

Group III

- | | |
|--------------------|----------------------|
| 1. P. L. Alphin | 13. E. D. McBee |
| 2. T. Conde | 14. E. A. Ory |
| 3. J. S. Coulter | 15. J. Osborne |
| 4. J. D. Diggs | 16. R. Porter |
| 5. H. J. Ewing | 17. F. V. Rodriques |
| 6. T. Hannamin | 18. N. Rodriques |
| 7. W. L. Hill | 19. H. Rogers |
| 8. L. J. Holland | 20. R. W. Schlottman |
| 9. Ken. Isenberg | 21. E. F. Selcer |
| 10. H. G. Lafferty | 22. V. E. Stone |
| 11. T. L. Luce | 23. D. L. Terry |
| 12. H. E. Noakes | 24. J. D. Tullos |

1974 Safety Meeting Dates are as follow:

<u>Date</u>	<u>Instructor</u>	<u>Suggested Subjects</u>
June 20	O. C. Howard	Noise Protection
July 25	Bob Miller	Traffic Safety
August 22	L. E. Rolando	Housekeeping
September 26	W. R. Glenn	Home Safety
October 24	O. C. Howard	Fire Prevention and Control
November 21	Bob Miller	Lifting-Pinch Points
December 19	L. E. Rolando	Safety and the Supervisor