

# SAFETY



**SABINE  
RIVER  
CONSTRUCTION**

# 1967

DUP 1008937

# CONSTRUCTION - SABINE RIVER

## 1967 Safety Program

Our experience in 1966 shows that we must obtain more positive control of people's actions. In 1967 we will further instill in all employees the understanding that every action must be a "Thoughted" one. During 1967 we will highlight...

### 1st safety — then action.

Our work forecast for 1967 indicates that we will be involved in off-site fabrication, loadout of heavy and awkward shaped material, heavy rigging of cubes, routine shop work and work in congested areas of operating buildings.

Although every Supervisor is expected to fully administer all facets of safety (see back page) we will give added emphasis to having every employee fully trained, instructed and in a safety state of mind for every



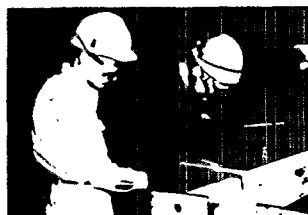
assignment in 1967. Nothing less than 100 per cent compliance to Division and Site safety policies and procedures, job plans and instructions will be acceptable. Any employee who does not fully cooperate or who does not follow instructions will not be retained on roll at this site.

In order to have every employee fully trained, instructed and in a safety state of mind for every task in 1967 we will stress:



### I. 1st SAFETY—INDIVIDUAL RESPONSIBILITY

Supervision will make sure that each individual fully understands that he, and he alone, can do the think-



ing necessary to prevent an accident or injury to himself. Every employee is to receive specific STA on every task. He must then act only after he has thought of what the result of his intended action might be and has taken the action necessary to insure that no accident or injury will occur to him.

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### II. 1st SAFETY IN PLANNING

A. Engineers will make a more critical analysis of work to be performed and prepare a detailed job plan giving specific safety information including possible mental distraction involved.



B. Craft Supervision will review the job plan prior to the start of work to insure that the plan includes adequate information for the Foreman to do the job safely. When additional information is needed, craft supervision will contact the Planning Engineers for the needed revision before assigning employees to perform the work.



C. Craft Supervision and Engineers will follow-up to insure that the Job Plan is adequate and that it is followed.

### III. 1st SAFETY — TRAINING

#### A. ORIENTATION

Each new employee will receive Safety Orientation in site safety requirements and policies by the Safety Department and in craft safety know how by his Craft Superintendent. The theme of 1st Safety will be explained at these sessions.



#### B. TOOL BOX MEETINGS

The Safety Meeting held on the first working day of each week will be utilized to cover specific topics and to review Safety requirements and procedures. The need for these topics will be determined by Project Management from the Weekly Safety Inspection Reports.

#### C. SPECIAL TRAINING

1. Formal training will be conducted by the Site Safety Department as the need arises.
2. Site Safety Procedures and requirements will be covered and reviewed by Craft and Department heads to assure full understanding by all members of supervision.
3. Craft Supervision will give specific training to any employee who is assigned the task of conducting the scheduled inspection of tools and equipment. This training will give the Inspector the What, Where, When and How of his assignment.

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#### IV. 1st SAFETY — MAN PLACEMENT

- A. Screening — Craft Supervision will use the orientation to ascertain if there are any physical defects or any attitudes apparent which require special consideration in the assignment of the employee to work.

- B. Craft Superintendents will make sure that each Foreman fully understands operation "Must" and its application.



- C. Foremen will apply operation "Must" at all times during 1967.

#### V. 1st SAFETY — SCHEDULING

- A. Engineers will schedule all work in sufficient detail to insure that all parts of it can be performed with a minimum of congestion and conflicts between crafts and between Construction and Operations.



- B. Craft Supervision will review the work schedule before starting a segment of work to insure that it can be done safely and will not create a hazard to other employees.

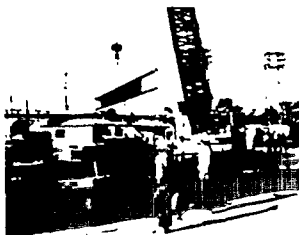
#### VI. 1st SAFETY — MATERIAL HANDLING

- A. Manual—Foreman will evaluate all manual handling of material to insure that it can be safely handled. The mechanic will be given specific instructions in how the material is to be handled and what personal protective equipment is needed.



Emphasis will be placed on safety gloves usage and attention to the job at hand.

- B. Mechanical—Where feasible, mechanical equipment will be used to move equipment and material. Supervision will plan for the use of mechanical equipment and will give specific instructions on its use. Craft Supervision will insure that any mechanic assigned to use mechanical equipment



is trained and qualified to use or direct its use.

#### VII. 1st SAFETY — ORDERLINESS

The only acceptable condition at this site is scrupulous orderliness.

- A. Craft Superintendents and Department Heads will tell and or show all employees under their supervision the degree of orderliness expected and will follow-up to see that this degree of orderliness is maintained at all times.



- B. Engineers will plan for and provide adequate facilities so that each work area can be maintained in an orderly condition.



#### VIII. 1st SAFETY — C.M. - S.T.A.

- A. Recognizing that people's ability to retain verbal instructions over a long period of time is limited and that job conditions change, we will give shorter increments of work assignments and will re-instruct (S.T.A.) at more frequent intervals.



1. Craft Superintendents and Department Heads will insure that each Supervisor under their supervision fully understand C.M. - S.T.A. and will follow up to see that it is applied as intended.

#### IX. 1st SAFETY — INCENTIVES

In order to create Safety interest and promote participation in all Safety activities we will conduct incentive programs aimed at knowing the Blue Book, the hazards of the work and or area, the wearing of proper protective equipment and the performance of overall safety during the year. They will be scheduled at an interval not to exceed three (3) months, but will be held any time that it is felt by Project Management that it is needed.



#### X. FOLLOW-UP

To insure that this program is fully administered:

- The weekly safety inspection will be analyzed to ascertain the degree of administration of all facets of this program.
- Management's safety representative will be utilized to check on the status and effectiveness of the individual items of the program.
- Quarterly reviews of the individual supervisor's safety program will be conducted by top management to ascertain the degree to which the program is being administered and to recommend areas for improvement as needed.

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# Facets Of Safety Administration

1. SCREENING
2. ORIENTATION
3. JOB PLACEMENT
4. ORDERLINESS
5. TRAINING
6. PUBLICITY (Craft, Area, Shop, Division, Department)
7. COMPETITIVE SPIRIT
8. PERSONAL PROTECTIVE EQUIPMENT
9. CM - STA (Give and Know That It Is Being Given on Each and Every Task)
10. MENTAL DISTRACTIONS
11. INSPECTIONS (Field, Shops, Equipment, Storage)
12. STABILITY
13. FIRE PREVENTION (Orderliness After-Hour Inspections, etc.)
14. CO-OCCUPANCY (Control)
15. MEETINGS (Craft, Area, Division, Site, Departmental)
16. JOB PLANS (As Needed)

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