PLAINTIFF'S EXHIBIT

MON-1799

MCC 950920

Monsanto

FROM (NAME & LOCATION) W. W. Latimer

DATE: October 6, 1983

SUBJECT: SHAC Minutes from Meeting of October 5, 1983

REFERENCE:

cc: G. L. Tromblee
D. Treleaven
R. Whitehead

TO: R. Baca
H. Conrad
R. M. Fritz
R. T. Hammann
W. G. Howe

The guides for the Housekeeping Inspection have been revised as follows:

Monday - Rose Mary Fritz, A. H. Conrad

Tuesday - R. T. Hammann, B. Howe

Wednesday - R. Baca, B. Latimer

Thursday - R. Baca, B. Hammann

The September PMSB meeting was reviewed by Harry Conrad. NSI Safety/Handling has apparently now been properly communicated. SHAC has been charged with issuing of terms for the Unit/Craft Safety Committee. The Hourly Safety Committee will resolve the issue with the guidance of Harry Conrad. Bicycle Safety rules will be modified per discussion by the PMSB. The Contractor Safety Action Plan was assembled. The Drug & Alcohol Abuse Program committee was reviewed. The proposed program will be reviewed with J. S. Hagood.

Harry Conrad will follow up on recommendations on 1983 incidents by requesting the status on all items.

The September Hourly Safety Committee meeting was reviewed. The committee feels that plant housekeeping is below par.

Plans for the October 10th expanded staff were reviewed. Rose Mary Fritz issued the Theme and guidelines (attached) to be handed out at the meeting. The meeting will cover the following items:

Introduction - R. Fritz

Information - B. Hammann

- Theme
- Competition
- Awards
- Criteria
- Request Presentation by Unit Personnel

Administration - R. Fritz

Timing
Inspectors
Host Responsibility
Hand Out Schedule

Picture Review - B. Howe

Questions and Answers - R. Fritz

Harry Conrad, Bill Latimer and Rufus Baca will hand out the printed matter.

W. W. Latimer

/jp
Attmts.

1983 THEME FOR ANNUAL SAFETY & HOUSEKEEPING INSPECTION

SAFETY AWARENESS PREVENTS ACCIDENTS

Specific Items That Relate to Theme:

- Individual Knowledge
- Individual Attitude
- Group Activities
  - Training
  - Monthly Meetings
  - Bulletin Boards
  - Unit/Craft Safety Committees
  - Review of Procedures
  - Use of Personal Equipment
- Management Involvement
- STOP Involvement

1983 TEXAS CITY SAFETY AND HOUSEKEEPING INSPECTION

GUIDELINES

HEME

SAFETY AWARENESS PREVENTS ACCIDENTS--WITH EMPHASIS ON

SAFETY PERFORMANCE
INDIVIDUAL KNOWLEDGE & SAFETY ATTITUDE
GROUP SAFETY EMPHASIS
MANAGEMENT INVOLVEMENT
STOP INVOLVEMENT

INSPECTION DATE

The plant will be inspected October 24, 25, 26, 27, 1983.

INSPECTION TEAM

Chairman: G. L. Tromblee, Plant Manager

D. A. Barfoot
G. A. Danner
Ken Gore
W. M. Haynes
Leonard Schwab

RATINGS

The inspection committee will not give the plant an overall rating.

Individual areas will be given ratings and the one or two outstanding areas will be warded a plaque.

Evaluations will be made based on safety performance, policies and practices, housekeeping conditions and involvement of people that ensures an effective, sustained safety attitude for outstanding safety performance.

Outstanding - Stands out from all areas (comparison based on theme criterion).
No safety practice deficiencies.
Housekeeping performance equal to achievement potential.

Excellent - Very favorable compared to acceptable standard (based on theme criterion).
Very few safety practice deficiencies.
Housekeeping performance nearly equal to achievement potential.

Good - Favorable compared to acceptable standard (based on theme criterion).
Few safety practice deficiencies.
Housekeeping performance at acceptable level.

Unsatisfactory - Inferior compared to acceptable standard (based on theme criterion).
Unacceptable level of safety deficiencies.
Unacceptable housekeeping level.

Areas rated will be all units (including outside battery limits), main shops, instrument shop, electrical shop, stores, control lab, Research 1, 2 and 3.

LAM002457

NSPECTION RESULTS

The general results of the plant inspections, including the outside areas, will be communicated Friday, October 28, 1983.

A. H. Conrad
1983 SHAC

SC 001256