



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: J. W. Bryant
 FROM: R. A. Loveless *R. A. L.*
 SUBJECT: Medical Services - Physician Retainer

GAY *[Signature]*
 PERRYMAN *[Signature]*
 HAWKINSON *[Signature]*

OFFICE RETURN TO

DATE: June 30, 1986
 SAFETY & LOSS
 CONTROL DEPT.

In response to your memo of June 9, 1986, I offer for your consideration the following recommendations. Our continuing efforts with Dr. Craig to rectify the problems of which I spoke have obviously proved unsuccessful. I do not feel it would be beneficial to attempt any further resolvment of the existing problems. Therefore I recommend that we immediately locate an acceptable physician and begin negotiations.

Below I have listed the physicians which we should consider, in order of preference:

James C. Hines, M.D.
 Internal Medicine
 Medical Associates, Inc.
 1533 S. Brownlee

Dr. Hines is presently rendering medical services for both Southwestern Refinery and Refinery Terminal-Fire Company to include pre-employment and periodic physical examinations, specialty exams, emergency care, prohibited drug testing, on site medical evaluations, and other functions as deemed appropriate. Both facilities are pleased with his performance and his knowledge of refinery operations is well in place. Dr. Hines utilizes both Memorial and Humana Hospitals for surgical and emergency services and is conveniently located with other specialty physicians at Medical Associates, Inc. He is presently receiving no retainer fee from either client.

W. R. Cleaves, M.D.
 3130 S. Alameda

Dr. Cleaves performs occupational health services for Koch Refining, Inc. to include those duties similar to Dr. Hines, however, he performs "sick call" at the refinery twice a week. Koch is very pleased with his performance and he is very well received by their employees. Utilizes Spohn Hospital for surgical and emergency services. He presently receives a retainer fee of \$2,045/month.

I surveyed other facilities relative to company physician and discovered that most were marginally satisfied with results.

Therefore my recommendation is that we utilize Dr. James Hines of Medical Associates, Inc. I have discussed with him briefly our program and he seems very receptive to the possibility of performing medical services for Champlin. It will, however, be necessary to discuss in detail the issues which concern us so as to establish a solid foundation from which to work.

Copies to: R. E. Schneck
 J. F. Gay *[checkmark]*

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SAFE

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PLAINTIFF'S
 EXHIBIT

UPRC-39

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A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: MANAGEMENT SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Management Safety Committee Meeting

OFFICE: ~~Safety~~

DATE: ~~RET~~ August 14, 1985

SAFETY
COMMITTEE

The Management Safety Committee met at 2:00 p.m. on August 13, 1985.

Attendees:	R. E. Schneck	T. J. Grgurich
	J. E. Bolliger	R. A. Loveless
	J. W. Bryant	W. G. Miller
	W. B. Duckworth	D. A. Sadler
	U. G. Frondorf	P. E. Taylor
		E. H. Winters

Absentees: C. J. Romero
R. E. Story
J. H. Tansey

I. The July and Year-to-date accident statistics were reviewed including a discussion of the relatively high number of unsafe acts which were a major factor in injury occurrences. One specific injury was discussed which involved an acid burn to the arm of a maintenance employee while working on a sulfuric acid injection pump at the No. 1 FCC cooling tower. The failure of operations personnel to caution the employee of the hazards of sulfuric acid on the work permit was the major contributing factor in this incident. Inclusion of material hazards and personal protective equipment on the work permit will be stressed at all safety meetings.

II. (a) The proposed HF Acid Safe Operating Procedures were discussed relative to the significant changes which have been included. It was emphasized that a change has taken place in the Class A and Class B uniform which includes the use of splash goggles. It will be necessary for emphasis to be placed on enforcement throughout this area for the successful implementation of these procedures. A training program will be developed for both operations and maintenance personnel who are regularly assigned to the Alkylation Unit to train them in the safe operating practices. It was further discussed that the Alky Unit boundary limits will be re-painted during the turnaround to better denote HF Acid areas. It was suggested that signs be placed strategically around the unit that would indicate the personal protective equipment required for entry.

II. (b) To better facilitate the reporting of incidents which would not otherwise be reported on any existing injury or malfunction reports, a proposed Incident Report form was presented to the Committee. It was emphasized that a void presently exists whereby potentially serious incidents are not reported due to the lack of an effective method of reporting. The Committee approved the form in its entirety and discussions will take place at safety meetings highlighting the importance of reporting potentially serious incidents which did not result in injury.

(c) A brief discussion concerning the aromatics exposure monitoring data took place. At the present time all refinery employees are within compliance of the existing 10 ppm Benzene time weighted average. Should the exposure level be reduced by further Federal legislation it would be necessary to reconsider our position and make modifications where necessary. The lowering of the exposure level for Benzene to 1 ppm could bring about significant changes within the laboratory and Benzene sampling techniques. Two employees exceeded the action level of 5 ppm for Benzene and both exposures occurred during Benzene sampling and testing operations. Procedures will need to be developed to further reduce exposures during these operations.

(d) A video was presented to the Committee showing the hazards associated with removal of West Plant aerators. The improper design of these aerators has resulted in the increased frequency of repair which necessitates removal of each aerator. Design considerations and hazards associated with this equipment will be investigated by Paul Taylor and reported on at the next Management Safety Committee meeting.

(e) Safety meeting attendance to date was reviewed which included the discussion of a memo from C. J. Romero to East Plant I operations personnel relative to their absenteeism and subsequent disciplinary action. It was stressed that it is necessary to maintain consistency throughout the refinery relative to disciplinary action involving absence from safety meetings.

A discussion took place relative to safety coverage during the upcoming #2 FCCU and Alky turnarounds in September. It will be necessary to employ several safety technicians through Maintenance Circles, Inc. to provide adequate coverage. Meetings to discuss coordination of work during this period will be held daily to facilitate easier scheduling.

The meeting adjourned at 3:30 p.m.


R. A. Loveless

Distribution:	R. E. Schneck	G. B. Jaetzold	R. E. Story
	J. E. Bolliger	T. G. McNeill	J. H. Tansey
	J. W. Bryant	W. G. Miller	P. E. Taylor
	W. B. Duckworth	O. D. Robison	W. A. Thompson
	U. G. Frondorf	C. J. Romero	G. D. Whipple
	T. J. Grgurich	D. A. Sadler	E. H. Winters

CH/W-000176



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: CENTRAL SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Central Safety Committee Meeting

OFFICE: Safety
DATE: RETURN TO
July 12, 1985
SAFETY & LOSS
CONTROL DEPT

The Central Safety Committee met at 2:00 p.m. on July 9, 1985.

Attendees:	R. E. Schneck	R. A. Loveless
	J. W. Bryant	W. G. Miller
	W. B. Duckworth	R. E. Story
	U. G. Frondorf	A. F. Uehlinger
	T. J. Grgurich	G. D. Whipple
	G. B. Jaetzold	E. H. Winters
Absentees:	J. E. Bolliger	J. H. Tansey
	C. J. Romero	P. E. Taylor
	D. A. Sadler	

- I. The accident statistics for the month of June were reviewed which included 14 first aid cases and no OSHA recordables. It was stressed that seven (7) of these cases involved injuries to the lower back. It was further mentioned that a large majority of the injuries involved an unsafe act performed by the employee with the absence of any type of unsafe condition. Emphasis should be placed on these particular problems during monthly safety meetings.

A. Haley Winters discussed briefly the events which led up to the lost time injury involving David Grigsby, an East Plant II operations employee. The incident which occurred on July 2 involved a slip and subsequent fall on defective grating on the "C" Compressor deck in the 20 Block. The poor safety performance of this employee over the past 3 years was stressed and counseling was suggested. The defective grating was repaired the following day. Mr. Grigsby remains off as of this date to possibly return to work during the week of July 15. A detailed accident investigation will be conducted upon his return.

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B. In the absence of Jim Bolliger, August Uehlinger discussed the contractor injury which occurred on June 29, 1985. The injury involved multiple fractures to the little finger of the right hand which occurred when a contract tankerman's hand was pinched between a loading hose and a sling during a disconnecting operation at the #1 Dock. The circumstances surrounding the incident are being investigated at this time and possible corrective actions involve relocation of hydraulic controls and improved communication between the tankerman and dockman. The feasibility of these will be examined and a recommendation will be forwarded to the Safety office.

C. On July 8 an employee of Maintenance Circles, Inc. was injured in the Alkylation Unit while loading solid KOH to the relief gas

SAFETY & LOSS
CONTROL DEPT

I. C. (Cont'd)

scrubber mix tank. The incident involved a reaction of KOH with water and subsequent contact with the employee which resulted in first and second degree thermal and chemical burns. Factors surrounding this incident are presently under investigation by the Maintenance Circles safety representative and corrective actions will be forthcoming.

Bob Loveless also mentioned that procedures involving the hazards associated with Hydrofluoric Acid will be reviewed and revisions made where necessary. Following these revisions, a program will be conducted with all Alkylation Unit operations and maintenance personnel to retrain them in the hazards of HF Acid and subsequent use of protective equipment.

II. A. Extensive progress has been made toward correcting the walkways and platforms which was suggested by the Federation Health and Safety Committee. The final engineering work has been completed and these projects are presently out for bids.

B. As was previously mentioned during the June Central Safety Committee meeting, the safety meetings which were conducted during that month involved training relative to the hazards of Hydrogen Sulfide. The Area and Shift Supervisors have resumed the presentation of these meetings and some minor problems have been experienced. These problems should be rectified by continued exposure to group presentations.

C. Bob Loveless outlined the guidelines which pertain to the newly adopted OSHA Hazard Communication Standard. The initial phase of this standard involving material safety data sheet disbursement to Champlin customers will take effect in November 1985. The second and most comprehensive phase which will have to be completed by May 1986 will involve employee training, material safety data sheet distribution to personnel and recordkeeping requirements. To successfully administer this program will require the concerted effort of all supervision in the communication of this information. Initially, training will be presented through safety meetings by Safety department personnel with follow-up sessions being performed by first line supervision. It is critical that accurate documentation be maintained on all training activities. It was mentioned that the material safety data sheet manuals are presently being updated to include data sheets of all products and materials used within the refinery. Upon completion these manuals will be distributed to all control rooms and maintenance areas.

D. A copy of the Bureau of National Affairs article concerning the murder conviction which was handed down in Illinois relative to the cyanide poisoning of a film recovery worker was provided to each member. This verdict being the first of its kind involving a work related death will surely set a precedent for future litigation.

CH/W-000178

II. E. A video tape presentation concerning the severe external corrosion problems within the #2 and #3 Crude Units and the #1 FCC Unit was shown to the Committee. The film revealed extensive problems in structural supports which are in need of immediate attention. These problems will be evaluated by the Inspection department and corrective action taken where necessary.

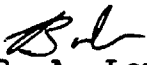
F. An update concerning the progress of the safety and house-keeping inspections was presented and it was stressed that improvements have been seen. It will however be necessary to continue to follow up on these items to insure support for the correction of unsafe conditions.

G. It was recommended by a member of the staff that the name of the Central Safety Committee be changed to reflect the present committee structure. Subsequently, this committee will be referred to as the Management Safety Committee in the future.

H. Guy Whipple gave a status report on the progress relative to maintenance safety work orders. He mentioned that no progress had been made during the month of June, however additional emphasis will be placed on the completion of these items with maintenance supervision which should improve results.

All superintendents expressed interest in receiving a copy of the pertinent safety work orders for their operating areas and it was agreed that this will be provided to them by the Planning department monthly.

The meeting adjourned at 3:30 p.m. The next meeting of the Management Safety Committee will be held on August 13, 1985 at 2:00 p.m. in the Conference Room.


R. A. Loveless

DISTRIBUTION: R. E. Schneck
J. E. Bolliger
J. W. Bryant
W. B. Duckworth
U. G. Frondorf
T. J. Grgurich
G. B. Jaetzold
T. G. McNeill
W. G. Miller
O. D. Robison
C. J. Romero
D. A. Sadler
R. E. Story
J. H. Tansey
P. E. Taylor
A. F. Uehlinger
W. A. Thompson
G. D. Whipple
E. H. Winters

CH/W-000179



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: CENTRAL SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Central Safety Committee Meeting

RETURN TO
OFFICE: Safety
SAFETY & LOSS
DATE: June 12, 1985
CONTROL DEPT.

The Central Safety Committee met at 2:00 p.m. on June 11, 1985.

Attendees:	R. E. Schneck	G. B. Jaetzold
	J. E. Bolliger	R. A. Loveless
	J. W. Bryant	C. J. Romero
	W. B. Duckworth	D. A. Sadler
	V. D. Elliott	J. H. Tansey
	U. G. Frondorf	W. A. Thompson
		E. H. Winters
Absentees:	T. J. Grgurich	R. E. Story
	W. G. Miller	P. E. Taylor

- I. It was suggested following the last Central Safety Committee meeting that the superintendents from three operating areas, maintenance and the laboratory attend the Central Safety Committee meetings to provide input relative to policies and procedures. These superintendents were included in this month's meeting and a brief discussion was conducted by Bob Loveless to familiarize them with the format of these meetings.

Following this discussion a review of the refinery's accident statistics took place. During the month of May the refinery experienced no recordable injuries however 16 first aid cases were reported to Health Services. It was mentioned that the refinery's safety record is steadily improving however it is necessary to continue to stress safety performance to all personnel.

- II. (a) The status on the Health and Safety Committee's recommendations was reviewed and an update was provided by the responsible department superintendents. The item involving a walkway for access to tanks 174 and 175 was discussed relative to the priority list developed for access ways to Terminal storage tanks. In the past a priority list was formulated for the installation of access platforms and ladders to a number of refinery storage tanks. It was agreed at that time that one platform would be constructed each quarter until the project list was completed. For several reasons this work has been delayed and as a result Jim Tansey will provide the list to Jim Bolliger and Bob Loveless who will then re-estimate the priorities. However, it was agreed by Dick Schneck that the platform for access to tanks 174 and 175 would be completed.

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The work orders written to provide an access platform to the C Boiler in the 60 Block and egress ladder from the 20-EM-5 and 10 fin fans have been submitted to the Project group for preliminary engineering drawings.

4/28? |
(b) Within the next few months it is evident that the proposed Benzene regulation will be enacted. This will establish a 1 ppm TLV for Benzene with a 5 ppm short term exposure level. As a result of this legislation Harry Edwards will begin both personnel and area Benzene monitoring within the Laboratory, BTX and Cumene areas. When obtained these results will be reviewed and actions will be determined to insure compliance.

(c) The proposed turnaround blind list was reviewed and all members were in support of this development. One minor change was suggested which will be incorporated in the revised form. This procedure will be in place for the Cumene turnaround and will be discussed with all operations coordinators.

(d) Bob Loveless emphasized the importance of each department notifying the Safety department when contractors will be performing work within the refinery. This will allow ample time to conduct safety orientation for each group.

(e) Following a discussion relative to Emergency Response Team bunker gear storage during the latter part of 1984, it was agreed to purchase lockers for the storage of this equipment. Several operating areas have not as yet purchased these lockers and it will be necessary to review the status of these requisitions.

(f) As a result of suggestions by the various department superintendents, the plant fire training for 1986 will be scheduled on Mondays and Tuesdays during the month of March. This will hopefully alleviate any scheduling problems which were experienced during the 1985 training program.

C. J. Romero inquired as to the status of the refinery fire alarm system. Bob Loveless mentioned that several problems have been experienced with procurement of materials and operation of such equipment through Federal Signal Corporation. These problems should be alleviated shortly and the system made operational within the month. Should further delays be experienced following that date, discussions will ensue with the Ft. Worth Legal department relative to appropriate actions.

C. J. also asked about the present status of the hurricane preparedness plan. Several questions remain to be answered relative to pay provisions and manpower allocation which will make it necessary for further review by the Hurricane Committee. A meeting with the Hurricane Committee will take place to discuss these problems.

Jim Bryant emphasized the necessity for all supervisors to contact Health Services prior to employees being off for non-industrial injury or illnesses. Health Services has experienced several delays in reporting of these cases which makes it difficult for proper follow-up. All superintendents agreed to improve communication relative to this matter.

The meeting adjourned at 3:20 p.m.


R. A. Loveless

Distribution:

R. E. Schneck
J. E. Bolliger
J. W. Bryant
W. B. Duckworth
V. D. Elliott
U. G. Frondorf
T. J. Grgurich
G. B. Jaetzold
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P. E. Taylor
W. A. Thompson
G. D. Whipple
E. H. Winters



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: CENTRAL SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Central Safety Committee Meeting

GAY
CHILDERS
PERRYMAN
OFFICE
HAWKINS
DATE: May 28, 1985
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SAFETY & LOSS
DEPT.

The Central Safety Committee met at 2:00 p.m. on May 21, 1985.

Attendees:	R. E. Schneck	R. A. Loveless
	J. W. Bryant	W. G. Miller
	W. B. Duckworth	R. E. Story
	T. J. Grgurich	G. W. Smith
	G. B. Jaetzold	P. E. Taylor
		E. H. Winters

Absentee: J. H. Tansey

- I. During the month of April the refinery experienced two (2) recordable injuries, one of which resulted in lost time. In addition there were eleven (11) first aid cases treated by Health Services.

Buddy Smith reviewed the circumstances surrounding the lost time injury involving Rosendo Vasquez, a West Plant maintenance employee. A low back strain occurred while the employee was attempting to position a pump element during a routine maintenance operation. Due to the pump location within the operating unit it is impossible to provide a monorail system for the pump element installation. Subsequently the employee was instructed to exercise caution and obtain additional assistance should a similar task be performed.

Haley Winters discussed the H₂S incident which occurred in the 50 Block on April 24, 1985. The operational problems which were experienced that day were discussed in their entirety relative to corrective actions. It was determined through the investigation that additional operator training relative to sulfur plant upsets is necessary and these have been reviewed with each operating shift. Further, a work order will be written to install additional H₂S detectors within the south end of the 50 Block. This will however require an understanding on the part of operations and maintenance personnel that when these detectors are in the alarm mode it is necessary for prompt evacuation.

The Safety department will assist supervision in conducting Scott Air Pack training for operations personnel.

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MAY 30 1985
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CONTROL DEPT.

II. (a) After an evaluation by the Safety department it was determined, based on accepted industry practice, that it will no longer be required for personnel employed at the Coker operations to wear 10 oz. Nomex coveralls. These employees will now be given 4½ oz. Nomex in a sufficient quantity to facilitate laundering.

(b) A copy of the minutes relative to the Health and Safety Committee was provided each attendee and a short review of items took place. Specific discussion followed relative to corrective actions dealing with Items 5, 9 and 12.

The first item discussed involved a condition which exists below tanks 174 and 175 north of the MTBE unit. During a heavy rainfall water will collect beneath these vessels making it difficult for the operation of nearby transfer pumps. To correct the situation will require the installation of a platform and connecting walkway.

Item No. 9 involves providing a proper means of escape from the fin fan coolers 20-EM-5 and 10. This will require the installation of an egress stairway from the platform beneath these exchangers.

The last item discussed involves access to level indicators at the top of C boiler in the 60 Block. This will also require a platform and connecting ladder to provide safe operation and maintenance of these devices.

It was agreed that all items would be corrected as soon as possible.

(c) A discussion took place at the April 9, 1985 Central Safety Committee meeting relative to blind installation and removal during unit turnarounds. It was agreed that a blind list would be developed which will include areas for operator and maintenance verification signatures to insure proper line decommissioning prior to line breaking operations. Paul Taylor, with the assistance of Haley Winters, will develop a draft proposal.

(d) Bob Loveless discussed the progress of the safety meetings to date. The meetings are being held as scheduled and supervision continues to conduct informative and interesting presentations.

(e) On June 1, 1985 the Planning & Economics and Process Engineering department will complete 9 years without a lost time injury. On June 8, 1985 the Employee Relations, Security and Staff department will complete 8 years without a lost time injury. Award presentations will be conducted for each respective group.

(f) In the near future the Safety department will be conducting special training sessions involving respiratory protection, hazards of H₂S, Cardiopulmonary Resuscitation, and Defensive Driving. Schedules relative to these subjects will be distributed prior to each session.

The meeting adjourned at 3:20 p.m.


R. A. Loveless

Distribution: R. E. Schneck
J. W. Bryant
W. B. Duckworth
T. J. Grgurich
G. B. Jaetzold
W. G. Miller
R. E. Story
G. W. Smith
J. H. Tansey
P. E. Taylor
E. H. Winters

Copies to: J. E. Bolliger
U. G. Frondorf
T. G. McNeill
O. D. Robison
C. J. Romero
D. A. Sadler
W. A. Thompson
G. D. Whipple

CH/W-000185



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: CENTRAL SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Central Safety Committee Meeting

GAY
CHILDERS
PERRYMAN
HAWKINSON
OFFICE: Safety

DATE: RETURN TO APR 16, 1985

SAFETY & LOSS
CONTROL DEPT.

The Central Safety Committee met at 3:00 p.m. on April 9, 1985.

Attendees:	R. E. Schneck	R. A. Loveless
	J. W. Bryant	W. G. Miller
	W. B. Duckworth	C. J. Romero
	T. J. Grgurich	R. E. Story
	G. B. Jaetzold	J. H. Tansey

- I. The accident statistics through the end of March were reviewed. The refinery experienced one lost time injury during the month and 23 first aid cases.

C. J. Romero discussed the lost time injury involving an East Plant I employee who was in the process of opening a 2" caustic valve. The employee received a fracture of the right index finger when he struck a 14" pipe wrench with a 40" pipe cheater in an attempt to open a valve. The accident investigation revealed an unsafe act which was performed by the employee which will result in disciplinary action.

A brief discussion concerning the restricted duty policy was initiated by R. E. Schneck. It was emphasized that the Safety department will continue to consult the first line supervisors relative to return to work status of injured employees.

- II. (a) On April 2, 1985 at 8:00 p.m., a fire occurred while a spec blind was being removed in the gas oil Unibon unit resulting in damages totalling \$7,500. A discussion concerning this fire took place relative to response from Operations and Maintenance personnel. Several items will be reviewed at monthly safety meetings to alleviate future problems concerning similar incidents. In addition, modifications to the work order system pertaining to blind removal will be discussed and revised where necessary.

A Loss Report has been completed and will be forwarded to the necessary personnel.

CH/W-000186

- (b) The issuance of coveralls was also discussed and a procedure dealing with authorization will be initiated by Burford Duckworth. It was agreed that all employees will initially receive two pairs of 4 oz. Nomex coveralls. Following this initial receipt, coveralls will be issued on an as needed basis which will be governed by their condition. Superintendents or Area Supervisors will be

SAFETY & LOSS
CONTROL DEPT.

II. (b) (cont'd)

authorized to assess this condition and issue Bill of Materials for replacement. The employee will return used coveralls to the Warehouse at the time new ones are received.

(c) The Safety department will begin noise dosimeter monitoring for all refinery areas next week at which time employees will be selected to wear a personal dosimeter throughout their work shift. Letters will be forwarded to respective supervisors indicating affected personnel in their areas.

(d) It was agreed that plantwide fire training would be re-scheduled during the month of May, which will include all E.R.T. members. Training sessions will be conducted at the Refinery Terminal fire training grounds and will be held on Tuesdays and Thursdays throughout the month. A letter concerning scheduling will be forthcoming.

(e) Bob Loveless discussed the new format for the refinery safety manual. Procedures will be consolidated, revised and categorized according to their general subject matter. Supervisory representatives from Operations, Terminal, and Maintenance will comprise a committee to review procedures prior to issuance. Tom Grgurich and Jim Tansey will provide Bob Loveless with a list of supervisors for the committee.

(f) A brief update concerning safety meetings revealed that the meetings are being conducted as scheduled, however, it is imperative that meeting summaries and attendance forms be forwarded to the Safety department immediately. The records indicate that this is not being done by all areas and should be stressed to supervisors.

(g) All but 10 refinery employees have received the presentation concerning the Prohibited Drug Policy. These remaining employees will be completed within the next two weeks.

The meeting adjourned at 4:45 p.m. The next meeting of the Central Safety Committee will be held on May 14, 1985 at 2:00 p.m. in the Conference Room.


R. A. Loveless

Distribution: R. E. Schneck
J. W. Bryant
W. B. Duckworth
T. J. Grgurich
G. B. Jaetzold
W. G. Miller
C. J. Romero
R. E. Story
J. H. Tansey

CH/W-000187

Central Safety Committee
April 16, 1985

Copies to: J. E. Bolliger
U. G. Frondorf
T. G. McNeill
O. D. Robison
D. A. Sadler
P. E. Taylor
W. A. Thompson
G. D. Whipple
E. H. Winters

CH/W-000188



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: CENTRAL SAFETY COMMITTEE

FROM: R. A. Loveless

SUBJECT: Central Safety Committee Meeting

OFFICE: Safety

DATE: March 12, 1985

GAY
CHILDERS
PERRYMAN
HAWKINS
SAFETY & LOSS
CONTROL DEPT.

The Central Safety Committee met at 1:30 p.m. on March 12, 1985.

Attendees: R. E. Schneck R. A. Loveless
J. W. Bryant W. G. Miller
W. B. Duckworth R. E. Story
T. J. Grgurich J. H. Tansey
G. B. Jaetzold

I. (a) The injury statistics for the month of February were discussed and it was noted that the refinery experienced no recordable injuries during this reporting period. There was, however, a slight increase in first aid cases which totalled 15, which was partially due to increased employee awareness regarding reporting of all injuries.

(b) Tom Grgurich discussed the lost time injury which occurred on 1/21/85 involving Joe Hernandez, an East Plant II process employee. The accident occurred when the employee slipped on an ice-covered ladder, causing contusions to both knees. The resulting lost time immediately following the injury totalled 25 days. It was noted that this employee has experienced additional problems since returning to work and subsequently began losing time as of March 5, 1985.

(c) The direct and indirect cost associated with the four recordable injuries during the month of January totalled \$10,650 as of this date.

Dick Schneck enquired as to the status of Ruben Tunches who was injured in September 1984 while sampling a barge at the No. 2 dock. Ruben has been treated by two physicians and is presently under the care of a neurosurgeon who has advised the employee to reduce his body weight, and has recommended a physical exercise program to correct his lower back problem. This case will be closely monitored to determine when the employee may return to work.

II. (a) On March 20, 1985, the employees of East Plant I will achieve one year without a lost time injury. This is a major milestone in the road to recovery from the poor performance of 1984. Bob Loveless emphasized the importance of recognition for this goal and asked that all management representatives show their support by attending the awards presentation. Presentations will be made during the day on March 20 and on the morning of March 21.

CH/W-000189

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- II. (b) Due to the schedule of the #2 FCCU turnaround the refinery will not send any employees to the Lamar Fire School this year. The regularly scheduled in-plant and E.R.T. training during the month of May will be postponed until June.
- (c) A proposed change to the existing plantkeeping inspection schedule was also discussed. This would reduce the frequency of walk-through inspections and provide for improved follow-up to recommended corrections. Dick Schneck preferred that we maintain the present inspection frequency, however it is imperative that we improve follow-up. The Work Order requests that are generated from these inspections will be coordinated with the Maintenance department to ensure prompt action. The status on these requests will be reviewed at each month's Central Safety Committee meeting.
- (d) Bob Loveless expressed his concern for the present operating practice involving floating roof storage tank inventories. Due to economic conditions, raw material and product inventories are maintained at levels below the floating roof when resting on low legs causing the roof to be out of flotation. The hazards associated with this practice, including fire and personnel exposures during sampling and gauging operations, were also emphasized. Procedures for descent onto floating roofs will be reviewed and discussed with the responsible supervisors.
- (e) Phase I of the refinery fire alarm system was placed in service in early January and work is continuing to complete Phase II involving the installation of three remote signalling devices. Federal Alarm Signals has continually delayed the delivery of these items and ongoing discussions persist to obtain prompt action.
- (f) As of this date the Prohibited Drug Policy has been presented to 296 hourly employees, including the return of signed acknowledgment forms. There are 97 remaining personnel who have not attended this presentation which will be completed shortly. Bob Loveless will forward to the respective department managers and superintendents a list of their personnel who have not attended one of these presentations.
- (g) A brief update was given concerning safety meeting presentations and attendance, and it was emphasized that meetings are progressing well. Bob Loveless requested management representatives to attend some of these meetings to lend support. A copy of the meeting schedule will be forwarded to all Central Safety Committee members.

Central Safety Committee
March 18, 1985

A brief discussion concerning the present status of cases in litigation took place. Meetings are presently underway with Defense Counsel pertaining to these cases.

The meeting adjourned at 3:00 p.m. The next meeting of the Central Safety Committee will be held on April 9, 1985 at 2:00 p.m. in the Conference Room.

R. A.
R. A. Loveless

Distribution: R. E. Schneck
J. W. Bryant
W. B. Duckworth
T. J. Grgurich
G. B. Jaetzold
W. G. Miller
R. E. Story
J. H. Tansey

Copies to: J. E. Bolliger
U. G. Frondorf
T. G. McNeill
O. D. Robison
C. J. Romero
D. A. Sadler
P. E. Taylor
W. A. Thompson
G. D. Whipple
E. H. Winters

CH/W-000191



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

GAY
CHIDERS
PERRYMAN
HAWKINSON

TO: CENTRAL SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Central Safety Committee Meeting

OFFICE: RESURM-10

DATE: February 13, 1985
SAFETY & LOSS
CONTROL DEPT.

The Central Safety Committee met at 2:00 p.m. on February 12, 1985.

Attendees: R. E. Schneck G. B. Jaetzold
J. W. Bryant R. A. Loveless
W. B. Duckworth J. H. Tansey
T. J. Grgurich
Absentees: W. G. Miller
R. E. Story

1. The accident statistics to date were discussed. The refinery completed the month of January with four recordable injuries, two of which were lost time, and nine first aid cases. It was emphasized that we are starting the year 1985 with a performance less than adequate.

Tom Grgurich discussed the lost time injury involving Carlos Flores with the aid of the video tape which was made shortly after the injury occurred. This injury involved a fall on an ice-covered ladder which resulted in a contusion to the lower back area. It was attributed to icing conditions on the side rails and inadequate grip caused by the work gloves being used. Corrective action will include an evaluation of the gloves presently in use and also an examination into the frequency of this job performance during inclement weather.

The injury involving Robert Tamez, a Logistics employee, occurred on February 11, 1985 and resulted in contusion and abrasion to the right leg. This accident occurred when a meter cover fell and struck Robert's right leg. As a preventative measure he was sent to Dr. Craig for further evaluation and X-rays. With a negative X-ray result he was sent home. On the morning of the 12th he fell and struck his head while taking a shower at home, suffering a laceration to his forehead. He was treated at the hospital and released and should be off for approximately 2 days. This will not be counted as a lost time injury due to the fact that the injury which requires him to be at home did not occur at work.

The East Plant II Operations injury rate is exceedingly high for this time period and will receive additional attention as to cause and corrective action.

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SAFETY & LOSS
CONTROL DEPT.

Bob Loveless expressed the desire to have all managers more involved in the safety program through regular attendance at departmental safety meetings.

Mr. Schneck inquired as to the present procedure in dealing with safety suggestions which are brought up during safety meetings. Bob mentioned that these suggestions are recorded on the monthly safety meeting report form and are acted upon by the respective area supervisor.

- II. (a) Bob discussed the schedule for Emergency Response Team training which includes the Lamar Fire School to be held April 29 - May 4 and also regular E.R.T. training at the Refinery Terminal Fire Company during the month of May. He expressed his concern for this schedule relative to the planned turnarounds during that period. It will be determined next week as to the status of this training and the subsequent schedule. In addition to this, an up-to-date list of the present Emergency Response Team was provided to each Committee member. It was again emphasized that efforts should be made to maintain these people on the Team for at least one year.
- (b) A letter was sent to George Frondorf from Bob Loveless concerning gray tinted safety glasses for operations personnel who work with CRTs. It was agreed that these employees would be provided with gray tinted clip-on shades for their prescription glasses to reduce glare from the screen.
- (c) In addition to the E.R.T. training during the month of May the entire refinery operations and maintenance personnel are also scheduled for fire training at the Refinery Terminal Fire Company training grounds. This training will also conflict with the turnaround schedule as presently established and again the decision on this will be made next week.
- (d) The Safety department presently distributes several reports dealing with monthly activities and injury statistics. To eliminate redundancy in reporting these will be evaluated and changed where necessary.
- (e) The Emergency Response Plan Manual which was first developed by the Corporate Safety department will be revised by the refinery Safety department to include all current phone numbers and call-out personnel.
- (f) The summary for safety meeting attendance was also reviewed and it was noted that attendance during this first series of safety meetings was good. One recommendation to separate the Deep Sea Terminal from the Logistics department statistics will be acted upon.

- II. (g) A discussion involving the CBM Pit at the Alkylation Unit took place. The vapors which are emitted from this area have been a nuisance to several employees and it will be necessary to take action to correct this situation. In addition to this, the Environmental group has expressed their desire to correct this problem in order to comply with State regulations. Jim Tansey agreed to submit this project to the Engineering group for possible correction during the Alkylation Unit turnaround.
- (h) There was a lengthy discussion concerning the Return To Work From Injury And Illness letter. The primary issue concerning this letter involved the clearance through the medical services department prior to returning to work. Several problems dealing with this requirement were brought to light, however, to keep control of the situation it would be imperative for this to be done. Gary Jaetzold will revise this letter to include the topics discussed and present it for approval.
- (i) Bob Loveless discussed the necessity for barricading all excavation work prior to the end of the work day. Jim Tansey will discuss this with the responsible maintenance supervisors.

The meeting adjourned at 3:45 p.m. The next meeting of the Committee will be held on March 12, 1985 at 2:00 p.m. in the Conference Room.


R. A. Loveless

Distribution: R. E. Schneck
J. W. Bryant
W. B. Duckworth
T. J. Grgurich
W. G. Miller
R. E. Story
J. H. Tansey

Copies to: J. E. Bolliger
U. G. Frondorf
G. B. Jaetzold
T. G. McNeill
O. D. Robison
C. J. Romero
D. A. Sadler
P. E. Taylor
W. A. Thompson
G. D. Whipple
E. H. Winters

CH/W-000194

SAFETY DEPT
SAFETY AUDIT CORPUS REFINERY 1987

CH/W-000204

CHG 00909

Shenell
No. 2503
HASTINGS, MN
LOS ANGELES-CHICAGO-LOGAN, OH
MCGREGOR, TX-LOCUST GROVE, GA
U.S.A.

MANAGEMENT SAFETY COMMITTEE MINUTES
January 1986 through
Corpus Christi Refinery

CH/W-000451



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: Management Safety Committee
FROM: R. A. Loveless
SUBJECT: Management Safety Committee Meeting

OFFICE: PE Safety
DATE: November 12, 1986

GAY
RETURN TO

SAFETY & LOSS
CONTROL DEPT.

The Management Safety Committee met at 3 p.m. on November 11, 1986.

Attendees:	R. E. Schneck	R. A. Loveless
	R. A. Arthur	D. A. Sadler
	J. E. Bolliger	G. W. Smith
	J. W. Bryant	J. H. Tansey
	W. B. Duckworth	S. R. Wilson
	U. G. Frondorf	E. H. Winters
	C. F. LeRoy	

Absentee: P. E. Taylor

- I. A brief discussion concerning injury statistics took place with the Committee.
- II. (a) Jim Bryant presented a proposal concerning modifications to the Nomex Clothing procedure for review. Lengthy discussions ensued relative to these changes and it was agreed that with minor modifications it would be accepted. The procedure will be forwarded to Ft. Worth for their approval.
- (b) The industrial hygiene audit originally scheduled for November 17 - 21 will be rescheduled for December 1 - 5.
- (c) All audiometric exam results have been received from Advantage Health Systems and they will be reviewed with employees relative to corrective action.
- (d) Sid Wilson indicated that the modifications to the Alky Unit KOH Mix Tank will be scheduled for completion this week.

Bob Loveless indicated that the first of several revised safety procedures have been provided to the Review Committee for comments. It is imperative that these be returned within the prescribed seven (7) working day limit to expedite implementation.

The meeting adjourned at 4:30 p.m.

R. A. Loveless

CH/W-000452

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SAFETY & LOSS
CONTROL DEPT.

Management Safety Committee
November 12, 1986

Distribution: R. E. Schneck
R. A. Arthur
J. E. Bolliger
J. W. Bryant
W. B. Duckworth
U. G. Frondorf
C. F. LeRoy
D. A. Sadler
G. W. Smith
J. H. Tansey
P. E. Taylor
S. R. Wilson
E. H. Winters

CHG 00911

champlin

A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

PERKMAN

HAWK. SON

TO: Management Safety Committee
FROM: R. A. Loveless *R A L*
SUBJECT: Management Safety Committee Meeting

OFFICE: Safety
RETURN TO
DATE: June 11, 1986
SAFETY & LOSS
CONTROL DEPT.

The Management Safety Committee met at 2:00 p.m. on June 10, 1986.

Attendees: R. E. Schneck
R. A. Arthur
J. E. Bolliger
J. W. Bryant
W. B. Duckworth
V. D. Elliott
D. J. Falcon
G. B. Jaetzold
R. A. Loveless
D. A. Sadler
J. H. Tansey
P. E. Taylor
E. H. Winters

Absentees: U. G. Frondrof
R. E. Story
S. R. Wilson

- I. The injury statistics for the months of April and May were briefly discussed with special emphasis placed on an incident whereby the refinery's Hazard Communication Program was utilized. This incident involved chemical contact with an employee of a material which required follow-up medical attention. The employee consulted the operating area's MSDS Information Guide and subsequently obtained information relative to treatment and further referral. This incident was communicated to other operating groups to serve as a learning experience for future occurrences.
- II. (a) Bob Loveless inquired as to the status of the project undertaken by Jim Tansey in January to develop a Hazard Communication mechanism on the Maintenance Work Order. Discussion concerning this project took place and it was decided that a task force, comprised of Jim Tansey, Paul Taylor, Haley Winters and the Safety department, would evaluate the situation and make recommendations. These recommendations will be submitted by June 20th.

(b) A brief update was given to the Committee concerning attendance at the final Hazard Communication Programs. A list was presented to each member and it was indicated that the poor attendance presents a problem relative to compliance with Federal regulations on Hazard Communication training. Make-up meetings will be scheduled and Dick Schneck assured the Committee that all personnel would be in attendance. This schedule will be forwarded within the next week.

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SAFETY & LOSS
CONTROL DEPT.

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(c) In order to comply with the container labeling portion of the OSHA Standard, it will be necessary to devise a hazard warning for all sample containers transported within and outside of the refinery property. Several suggestions were made relative to the subject and a task force has been formulated to make recommendations. This group will consist of Dave Sadler, Sid Wilson, Jim Bolliger and Bob Loveless. A recommendation will be forthcoming by the end of June.

It was also stressed that effective immediately the Laboratory will no longer accept samples from any person or company that do not have a proper label attached thereto. Jim Bolliger, Burford Duckworth and Bob Loveless will communicate this to personnel outside the refinery who would be affected.

(d) A recent fire at the Hydrar Unit was briefly discussed and it was emphasized that the contributing cause to this incident was improper interlock bypass on emergency heater shutdowns. Bob Loveless stressed that past M&M Inspection reports have indicated that this is a serious problem and should be rectified to prevent any major incidents. A letter prepared by Sid Wilson, East Plant I Operations Superintendent, was presented to the group and it was indicated that all Area Superintendents should develop a similar procedure whereby this practice will be discontinued. Dick Schneck assured the Committee that all Superintendents would comply with this recommendation.

(e) Previous correspondence concerning unattended vehicles which have been left with the engine running was discussed with all the members. This continues to be a problem and if allowed will most certainly result in an accident or near miss in the near future. Dick Schneck indicated that each Area Superintendent will make a notation within the Log Book prohibiting this practice.

(f) Dave Sadler requested that a review be conducted relative to storage tank sampling procedures. A task force, comprised of Jim Bolliger, Dave Sadler, and a Safety department representative, will undertake this task and make recommendations for inclusion in the procedure.

(g) David Falcon inquired as to the status of Coker operators relative to the requirement that they pay 50% of the cost of coveralls. He indicated that upon initial start-up of that area special provisions had been made concerning clothing requirements.

This situation will be evaluated and recommendations forthcoming.

(h) Dick Schneck inquired as to the status of refinery housekeeping and indicated that we should continue to maintain a high level of cleanliness in all operating areas. He requested Bob Loveless to accompany him on a refinery tour to evaluate existing conditions.

CH/W-000455

The meeting adjourned at 3:10 p.m.

Distribution:	R. E. Schneck	V. D. Elliott	R. E. Story
	R. W. Arey	D. J. Falcon	J. H. Tansey
	R. A. Arthur	U. G. Frondorf	P. E. Taylor
	J. E. Bolliger	G. B. Jaetzold	W. A. Thompson
	J. W. Bryant	T. G. McNeill	G. D. Whipple
	W. B. Duckworth	D. A. Sadler	S. R. Wilson
			E. H. Winters

CHG 00912

Champlin

A Subsidiary of Union Pacific Corporation

GAY *[initials]*
PERRYMAN *[initials]*
HAWKINSON *[initials]*

INTER-OFFICE CORRESPONDENCE

TO: MANAGEMENT SAFETY COMMITTEE
FROM: R. A. Loveless *R. A. L.*
SUBJECT: Management Safety Committee Meeting

OFFICE: RETURN TO
Safety
DATE: April 16, 1986
SAFETY & LOSS
CONTROL DEPT.

The Management Safety Committee met at 2:00 p.m. on April 15, 1986.

Attendees:	R. E. Schneck	G. B. Jaetzold
	J. E. Bolliger	R. A. Loveless
	J. W. Bryant	W. G. Miller
	W. B. Duckworth	D. A. Sadler
	U. G. Frondorf	J. H. Tansey
	T. J. Grgurich	P. E. Taylor

Absentees: C. J. Romero.
E. H. Winters

- I. The injury statistics for the month of March were briefly discussed with the Committee. The refinery experienced two (2) lost time injuries in addition to 16 first aid cases. It was emphasized that only two (2) of the first aid cases were directly attributed to the refinery turnaround.

Paul Taylor gave a brief overview concerning the lost time accident investigation involving an instrument technician in the P.C. Boiler area. The incident resulted in first and second degree thermal burns to the employee while performing maintenance on a steam condensate control valve. The direct cause of the incident was inadequate communication between Operations and Maintenance personnel and disciplinary action resulted.

Jim Bolliger then discussed the second lost time injury involving a Terminal employee who received a contusion to his lower back while opening a 3" plug valve. Corrective action has been taken relative to the use of proper tools to perform various job tasks within the Terminal area. Additional plug valve wrenches will be purchased thus eliminating the need for pipe wrenches to perform this type of operation.

Tom Grgurich emphasized that he had initiated a program whereby Operations and Terminal personnel will begin lubricating all valves while on the evening and graveyard shifts. This should further alleviate the problem of valve seizures.

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SAFETY & LOSS
CONTROL DEPT.

- II. (a) Bob Loveless gave a brief overview concerning contractor injury experience during the 1985 and 1986 refinery turnarounds. Injury experience was very similar as it compared to both contract maintenance companies while work was being performed.

Other items of interest relative to the turnaround were emphasized including permit coordination and contractor orientation. Changes will be made prior to any further turnaround activities.

- (b) East Plant I achieved one (1) year without a lost time injury on March 31, 1986 and award presentations were conducted on April 9th and 10th for all employees.

- (c) A discussion ensued concerning the loss of one (1) year without a lost time injury safety achievement by the Maintenance department. Bob Loveless expressed his desire to provide some type of recognition for the Maintenance department in light of the circumstances which surrounded the recent lost time injury.

Jim Tansey stated that he felt that all refinery employees should be recognized for their extraordinary safety experience during the recent turnarounds and that some type of award should be selected.

It was agreed that caps would be purchased and provided to all refinery employees and special emphasis would be directed towards the Maintenance department.

- (d) The upcoming target date for implementation of the OSHA Hazard Communication Standard is May 25, 1986. Bob Loveless indicated that it is imperative that all operating areas evaluate the need for 55 gallon storage drums and dispose of those which are not necessary. It will be necessary to provide proper labeling for all containers within process units, which is presently not being done. In addition, sample containers must have affixed to the exterior a label or tag indicating their contents. The Laboratory and Operations departments should work together to insure that proper labeling is maintained. Further information concerning improvements to insure compliance with this Standard will be communicated at the next meeting.

The meeting adjourned at 3:20 p.m.

Distribution:	R. E. Schneck	T. J. Grgurich	R. E. Story
	R. W. Arey	G. B. Jaetzold	J. H. Tansey
	J. E. Bolliger	T. G. McNeil	P. E. Taylor
	J. W. Bryant	W. G. Miller	W. A. Thompson
	W. B. Duckworth	C. J. Romero	G. D. Whipple
	U. G. Frondorf	D. A. Sadler	E. H. Winters

Champlin

A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: MANAGEMENT SAFETY COMMITTEE

FROM: R. A. Loveless

SUBJECT: Management Safety Committee Meeting

OFFICE: Safety 0

DATE: February 12, 1986

CONTROL DEPT.

The Management Safety Committee met at 2:00 p.m. on February 11, 1986.

Attendees:	R. E. Schneck	W. E. Hobbs
	J. E. Bolliger	G. B. Jaetzold
	J. W. Bryant	R. A. Loveless
	W. B. Duckworth	W. G. Miller
	U. G. Frondorf	R. E. Story
	T. J. Grgurich	J. H. Tansey

Absentees:	C. J. Romero	P. E. Taylor
	D. A. Sadler	E. H. Winters

- I. The accident statistics for the month of January were briefly reviewed with the Committee. The refinery experienced one (1) recordable injury without lost time and nine (9) first aid cases during the month. George Frondorf reviewed the recordable incident involving a West Plant operations employee who received chemical burns to both eyes while unplugging a steam condensate trap. A video tape was shown depicting the circumstances surrounding the incident and corrective action which will be necessary.

Bob Loveless mentioned that the refinery experienced its first lost time injury of this year on Monday, February 10. This incident involved an East Plant II employee who received a strained knee while attempting to close a block valve on the E2 fin fans. A video tape was also shown of the accident scene and a brief discussion ensued concerning the incident. A detailed accident investigation will be conducted within the week and a report forwarded to all responsible parties.

- II. (a) In Paul Taylor's absence Jim Tansey gave a brief status report concerning the West Plant aeration basin. Jim mentioned that an Engineering Work Order was not generated following the September 1985 Management Safety Committee meeting and he indicated that this would be completed and actions would commence to correct this situation. George Frondorf mentioned that he had completed two Work Orders to repair the platform in question however no action to date has been taken.

CH/W-000458

FEB 17 1986

SAFETY & LOSS
CONTROL DEPT.

II. (b) Bob Loveless indicated that he had not received any comments from management concerning the M&M Consultants inspection which was conducted in November 1985. He inquired as to the position the refinery would like to take relative to a response to the Fort Worth Safety office concerning the recommendations. Dick Schneck stated that we should prepare a response indicating our position on these items. The Committee agreed that comments would be provided to Bob Loveless by Friday, February 14.

(c) East Plant I operations employees will achieve one (1) year without a lost time injury on March 31, and the Maintenance department personnel will attain the same goal on April 17. With the upcoming turnaround at hand, it will be necessary to emphasize safety to all operating and maintenance groups in order to provide motivation and attain these goals. Discussions will be held with superintendents relative to award selection and presentations.

Two (2) automobile accidents have occurred within recent months involving Tracker Services' vehicles. In addition a piece of heavy equipment owned by Tracker was seriously damaged in another incident. Discussions with the Tracker management in Tulsa have taken place and corrective actions will result.

The upcoming turnaround was discussed as it relates to security and safety coverage. Dick Story indicated that discussions with contractors had taken place relative to security measures and parking requirements during this period. Bob Loveless expressed his concern relative to the safety personnel who were provided by Daniel Corporation to be utilized for permit issuance and safety coverage. The contractor is experiencing problems in locating sufficient personnel for the March turnarounds and it will be necessary to develop alternate methods of permit compliance in order to insure safety of vessel entry and hot work tasks. Tom Grgurich indicated that hourly operations personnel could be utilized in this capacity provided they are given proper training. Further discussion on this issue will be conducted within the week regarding feasibility.

The Management Safety Committee meeting scheduled for March will be cancelled and the next meeting to be conducted will be in April. The meeting adjourned at 3:00 p.m.


R. A. Loveless

Distribution:	R. E. Schneck	O. D. Robison
	J. E. Bolliger	C. J. Romero
	J. W. Bryant	D. A. Sadler
	W. B. Duckworth	R. E. Story
	U. G. Frondorf	J. H. Tansey
	T. J. Grgurich	P. E. Taylor
	G. B. Jaetzold	W. A. Thompson
	T. G. McNeil	G. D. Whipple
	W. G. Miller	E. H. Winters

CH/W-000459

CHG 00914



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: MANAGEMENT SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Management Safety Committee Meeting

OFFICE: Safety
DATE: January 22, 1986
SAFETY
CONTROL

The Management Safety Committee met at 1:30 p.m. on January 21, 1986.

Attendees:	R. E. Schneck	R. A. Loveless
	J. W. Bryant	W. L. McNair
	W. B. Duckworth	W. G. Miller
	V. D. Elliott	C. J. Romero
	U. G. Frondorf	J. H. Tansey
	T. J. Grgurich	P. E. Taylor
	G. B. Jaetzold	E. H. Winters
Absentees:	J. E. Bolliger	
	D. A. Sadler	
	R. E. Story	

- I. The December 1985 accident statistics were reviewed with the Committee including a discussion by Winfred McNair concerning the recordable injury which occurred during the month. This incident involved a Laboratory employee who was being transported to the parking lot in the bed of a pick-up truck. While exiting the refinery at the South Gate, the truck contacted an uneven surface causing the employee to fall inside the truck bed resulting in a laceration to his right thumb which required sutures. An accident investigation was conducted into the cause of the incident and corrective action included a bulletin to all refinery employees concerning operation of motor vehicles.

Mr. Schneck inquired as to the compliance of the refinery employees with the existing seat belt requirements. He emphasized the importance of conveying this information to refinery employees which includes the wearing of seat belts while outside the refinery property. A question was asked concerning providing seat belts in refinery scooters and Jim Tansey will check into the feasibility of this recommendation.

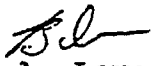
A comparison of the 1983, 1984 and 1985 injury statistics was shown to the group which indicated recordable injuries, incident rates and man hours worked for the three (3) consecutive years. Significant improvement was made in 1985 over 1984 statistics. Bob Loveless mentioned that the refinery would most likely qualify for one, possibly two (2) National Petroleum Refiners Association safety performance awards.

CH/W-000460

- II. (a) Bob Loveless presented the proposed draft of the refinery's Hazard Communication Program to the Committee for review. Departmental responsibilities were discussed in detail relative to compliance with all Standard Sub-parts. Items which were specifically discussed included communication of material hazards of both routine and non-routine work tasks and maintenance of container labels. In order to effectively communicate hazards of materials relative to maintenance work tasks, it would be necessary to include in the Maintenance Work Order a note concerning products. Jim Tansey, in conjunction with the Safety department, will review the present Work Order form and recommendations will be made at the next Management Safety Committee meeting concerning modifications. Tom Grgurich indicated that Sid Wilson could provide general categories for hazardous materials which could possibly be addressed on the Work Order form. Further discussion concerning the Hazard Communication Program will take place in future months, however it is necessary that the written refinery program be forwarded to Ft. Worth by January 31, 1986. With this in mind, it is necessary that comments be provided to Bob Loveless not later than January 29.
- (b) The recently conducted M&M Fire Protection Inspection was discussed briefly. Bob Loveless stressed the importance of providing comments to him as soon as possible so that a written response can be provided to Ft. Worth. January 29 was also established as the deadline for these comments.
- (c) Due to conflicts in schedules, plantwide refinery fire training will be conducted on Mondays and Tuesdays during the month of June. Letters will be forthcoming concerning scheduling for personnel. Mr. Schneck inquired about our attendance at the Lamar Fire School for 1986. It was reported that 20 people will be scheduled for attendance during the first week in May.
- (d) A brief discussion concerning safety meeting attendance during the month of December ensued and Bob Loveless stressed the importance of forwarding all safety meeting summaries to the Safety department for inclusion in the overall refinery summary. C. J. Romero indicated that he is experiencing a scheduling problem with East Plant I concerning safety meetings presently being held on Mondays at 2:00 p.m. It was agreed after a lengthy discussion that East Plant I and East Plant II safety meetings would be combined and conducted on Tuesdays at 3:00 p.m.
- (e) Bob Loveless mentioned that the Laboratory completed two (2) years without a lost time injury today, January 21, and award presentations would be conducted on January 29th and 30th.

The meeting adjourned at 3:00 p.m.

CH/W-000461


B. Loveless

Distribution:

R. E. Schneck
J. E. Bolliger
J. W. Bryant
W. B. Duckworth
V. D. Elliott
U. G. Frondorf
T. J. Grgurich
G. B. Jaetzold
W. L. McNair
T. G. McNeill
W. G. Miller

O. D. Robison
C. J. Romero
D. A. Sadler
G. W. Smith
R. E. Story
J. H. Tansey
P. E. Taylor
W. A. Thompson
G. D. Whipple
S. R. Wilson
E. H. Winters

CHG 00915

HASTINGS, MN - LOS ANGELES
LOGAN, OH - MCGREGOR, TX U. S. A.

No. 2503

Smead

SALE BY MILLINGS - 1-1-82 LRU
CORPUS CHRISTI REFINERY

CH/W-000463

CHG 00916

CHAMPLIN

GAY

INTER-OFFICE CORRESPONDENCE

PERRYMAN

HAWKINSON

TO: Management Safety Committee
FROM: R. A. Loveless
SUBJECT: Management Safety Committee Meeting

OFFICE: Safety
RETURN TO
DATE: 2/9/87
SAFETY & LOSS
CONTROL DEPT.

On Friday February 6, 1987, the regularly scheduled meeting of the Management Safety Meeting was conducted with the following personnel in attendance:

R. E. Schneck	C. F. LeRoy
R. A. Arthur	R. A. Loveless
J. E. Bolliger	D. A. Sadler
J. W. Bryant	J. H. Tansey
J. R. Butts	P. E. Taylor
V. D. Elliott	S. R. Wilson
U. G. Frondorf	E. H. Winters

- A. Jim Bryant reviewed the letter concerning policy changes in the coveralls, safety shoes, and safety glasses programs. Some minor changes were made to this letter and it will be distributed on Monday, February 9.
- B. The Federation has appointed new members to the Health and Safety Committee who are as follows:

David Cave	East Plant I
Jim Odem	East Plant II
Karol Light	West Plant
John Silvas	Terminal
John Warner	Maintenance

- C. Comments have been received concerning the Lock-out and Tag-out Procedure and final issuance should take place during the week of February 9. It was agreed that it would be necessary to develop a procedure concerning equipment isolation and blinding and George Frondorf volunteered to have an operations representative begin working on a proposal.
- D. The draft proposal for the corporate smoking policy was briefly discussed. It was mentioned that this policy will prohibit smoking in all commonly occupied areas to include meetings, lunch rooms, coffee shops etc. The Committee agreed that further action will be necessary when the policy becomes final.

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- E. The refinery safety program review was discussed and each Management Safety Committee member was assigned an item in order to develop an action plan. The assignments per item are as follows:

Item 1	Dick Schneck
2	Sid Wilson
3	Haley Winters
4	George Frondorf
5	Jim Tansey
6	Bob Loveless
7	Charles LeRoy
8	Jim Bolliger
9	Burford Duckworth
10	Van Elliott/Dick Story
11	Paul Taylor
12	Bob Loveless
13	Dave Sadler
14	Jim Bryant
15	Dick Arthur

In order to develop the proposed action plan it will be necessary for each member to consult various refinery personnel and have a written proposal to Bob Loveless by February 27. These proposals and recommendations will be reviewed at the Management Safety Committee meeting on March 5, 1987. Each action plan should adhere to the following format:

- I. Issue
- II. Objective
- III. Recommendations
- IV. Alternatives
- V. Steps to implement and cost.

- F. It was mentioned that fire training which was scheduled for the entire refinery during March has been postponed until October and safety meetings during the month of March will concern first aid training.

The meeting adjourned at 4:45 p.m.

Distribution:	R. E. Schneck	U. G. Frondorf
	R. A. Arthur	C. F. LeRoy
	J. E. Bolliger	D. A. Sadler
	J. W. Bryant	R. E. Story
	J. R. Butts	J. H. Tansey
	W. B. Duckworth	P. E. Taylor
	V. D. Elliott	S. R. Wilson
		E. H. Winters

INTER-OFFICE CORRESPONDENCE

TO: Management Safety Committee
FROM: R. A. Loveless
SUBJECT: Management Safety Committee Meeting

OFFICE: YMA Safety
DATE: 10/16/86

RETURN TO

SAFETY & LOSS
CONTROL DEPT.

The Management Safety Committee met at 2:00 p.m. on October 15, 1986.

Attendees:	R. E. Schneck	W. E. Reagan
	R. A. Arthur	D. A. Sadler
	J. E. Bolliger	G. W. Smith
	V. D. Elliott	S. R. Wilson
	U. G. Frondorf	N. E. Wittry
	R. A. Loveless	

Absentees:	J. W. Bryant	J. H. Tansey
	W. B. Duckworth	P. E. Taylor
	C. F. LeRoy	E. H. Winters

I. Bob Loveless gave a brief overview of the injury summary for the month of September. Also included was a video tape concerning the lost time injury to a Terminal employee which occurred on October 8th.

II. (a) The Safety Department is in the process of revising all procedures within the Safety Procedure Manual and it will be necessary to establish a committee for review of each procedure prior to issuance. It was determined that Robert Harrison, George Frondorf, Bob Loveless, and a representative to be named from the Maintenance Department would serve on this committee.

(b) Present refinery practice concerning the contractor beard program was discussed at length. It was decided that the present form for authorization of contractor entry will be discontinued as it relates to the beard policy. It will however be necessary for the responsible Champlin personnel to be contacted by Security prior to the contractor entering the facility.

(c) Bob Loveless inquired into the status of the revisions to the Alky Unit KOH System and it was discovered that an AFE has been prepared however approval has not been received from Ft. Worth. Dick Schneck will contact the appropriate personnel in the Corporate office to determine status.

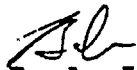
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II. (d) The First Aid Report presently in use within the refinery is going to be revised to include additional employee information and investigative findings. The Committee tentatively approved the revision and comments should be directed to the Safety Department within one (1) week at which time we will go for final print.

(e) The M&M Fire Protection Inspection is scheduled for October 27 - 31, and it was requested that last year's report be reviewed as it applies to each member's area.

Van Elliott discussed an incident involving vandalism to the East Gate butane rack. This incident will be reviewed by Jim Bolliger and Van Elliott and corrective measures will be taken where necessary.

The meeting adjourned at 4:25 p.m.



R. A. Loveless

Distribution: R. E. Schneck
R. A. Arthur
J. E. Bolliger
J. W. Bryant
W. B. Duckworth
V. D. Elliott
U. G. Frondorf
C. F. LeRoy
W. E. Reagan
D. A. Sadler
G. W. Smith
R. E. Story
J. H. Tansey
P. E. Taylor
S. R. Wilson
E. H. Winters
N. E. Wittry

CHG 00918

CHAMPLIN

INTER-OFFICE CORRESPONDENCE

GAY *[initials]*

PERRYMAN *[initials]*
HAWKINSON *[initials]*

TO: Management Safety Committee
FROM: R. A. Loveless
SUBJECT: Management Safety Committee Meeting

OFFICE: Safety
DATE: 9/10/86
RETURN TO
SAFETY & LOSS
CONTROL DEPT.

The Management Safety Committee met at 3:00 p.m. on September 9, 1986.

Attendees:	R. E. Schneck	W. E. Reagan
	R. A. Arthur	D. A. Sadler
	J. E. Bolliger	R. E. Story
	K. D. Bosworth	J. H. Tansey
	J. W. Bryant	P. E. Taylor
	U. G. Frondorf	S. R. Wilson
	R. A. Loveless	E. H. Winters

Absentee: W. B. Duckworth

I. Bob Loveless gave a brief overview concerning the injury statistics during the month of August. It was indicated that the refinery had only six (6) first aid cases however we experienced four (4) recordable injuries with lost time. Discussions concerning these lost time injuries were conducted by the respective superintendents with appropriate corrective action.

Sid Wilson discussed the incident involving Joe Hlavinka which occurred while preparing the KOH mix tank for charging. This incident which occurred in the Alky Unit resulted in steam burns to Mr. Hlavinka's right leg and 15 days were lost. A videotape was presented which described the details concerning the incident and also some contributing causes to past injuries. It was agreed that Sid Wilson will provide to Mr. Schneck a cost break-down and proposal for replacing the existing solid KOH system with liquid KOH. This will be provided within the week.

In addition, a lengthy discussion ensued concerning the establishment of priorities on Maintenance "Safety" Work Orders. Several proposals were presented by both Operations and Maintenance supervision concerning improved response to these work orders. However, it was agreed that Area Superintendents will become more actively involved in the establishment of safety priorities and the Planning department will highlight Safety work orders on the Maintenance backlog list. It will be necessary for each Area Superintendent and Maintenance Supervisor to use discretion in establishing safety priorities in order for the system to effectively function. Progress will be monitored by all Superintendents who will keep the Committee advised as problem areas.

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SEP 15 1986

Paul Taylor discussed the lost time injuries concerning two (2) electricians which occurred on August 1, 1986, and resulted in first and second degree burns. Corrective actions have taken place and discussions with the circuit breaker manufacturer are still underway. The revised procedures concerning circuit breaker removal have been implemented within the Maintenance department.

Paul Taylor then discussed the third lost time injury which occurred in the Maintenance department involving a machinist who received a fractured kneecap while performing work in the machine shop. This injury resulted during the movement of a pump casing from a portable cart to a workbench. Discussions with the employee revealed that a modification of work procedure will easily avert any further injuries.

II. (a) Bob Loveless indicated that we continue to have problems with refinery employees removing keys from automobile ignitions while on refinery property. This practice will most surely present a traffic problem should a refinery emergency arise. Several superintendents expressed concern that should we allow keys to be left in vehicles, that various departments will borrow these vehicles without returning them to their designated location. Dick Schneck instructed all superintendents to communicate to their personnel that keys will be left in all refinery vehicles while unattended. He also recommended that superintendents keep him advised of any abuse of vehicle operating guidelines.

(b) Several areas within the refinery are not in compliance with the present lock-out and tag-out procedures concerning rotating equipment. It was indicated that the Maintenance department is presently complying with these guidelines however, various operating areas are not equipped with locks to affix to circuit breakers and steam control valves. All superintendents indicated that they will insure that their respective areas will come in compliance.

(c) The First Aid Report which is presently used in the refinery will be revised to incorporate additional information. This information will include corrective action proposed by the injured employee and an approval section for the Area Superintendent. The final revisions will be reviewed with the Committee prior to implementation.

(d) Bob Loveless advised the Committee of the recent changes in the OSHA Asbestos Standard. He indicated that these stringent guidelines will make it very difficult for our maintenance contractor to comply on major demolition tasks. In order to comply would require large expenditures to purchase the necessary respiratory and monitoring equipment. Therefore it was suggested that an asbestos removal contractor be utilized for

these large jobs. Jim Tansey agreed with this proposal and indicated he would establish an open purchase order with the recommended contract firm. Safety department will provide a recommendation to him within a week.

The sample tags which were revised to comply with the Hazard Communication Standard have been received and were shown to the Committee and, following proper communication with operations these will be implemented.

The meeting adjourned at 4:35 p.m.


R. A. Loveless

Distribution: R. E. Schneck
R. A. Arthur
J. E. Bolliger
K. D. Bosworth
J. W. Bryant
W. B. Duckworth
U. G. Frondorf
W. E. Reagan
D. A. Sadler
R. E. Story
J. H. Tansey
P. E. Taylor
S. R. Wilson
E. H. Winters

Champlin Corpus Christi Refinery

Month of January Date 13 Time: Start 2:00pm Finish 2:30

Film Title Finding a cure for accidents Safety Topic Last years accidents

Conducted by Jim P... For Unit(s) E P I Shift I
Supervisor's Signature

Attendance Signatures (Back) Total Present 19 Absent 2

Date Unit's last Reportable Injury - Lost Time - No Lost Time -

Refinery's Safety Performance to Date: Lost Time 0 No Lost Time 0

Discussion: Discussed Last Years Accidents and causes

Safety Hazards or
Suggestions

Reported by

Reported Date Corrected

Any hazards reported or suggestions received must remain on future reports until correct or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

Distribution: Safety office, Department Manager, Unit Superintendent, Unit Area Supervisor, ~~Plant Health Safety~~, File

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CH/W-000471

Month of Dec. Date 12/16/85 Time: Start 2:45 Finish 2:45Film Title HAZARD Communication Safety Topic HAZARDOUS MATERIALConducted by Bob Loveless For Unit(s) Unit 2 RETURN Sheet 3 of 11
Supervisor's SignatureAttendance Signatures (Back) Total Present 17 Safety & Loss Control Dept. 5

Date Unit's Last Reportable Injury _____ Lost Time _____ No Lost Time _____

Refinery's Safety Performance to Date: Lost Time _____ No Lost Time _____

Discussion: HAZARDOUS CHEMICAL COMMUNICATION PROGRAM (OSHA)

Safety Hazards or Suggestions	Reported by	Reported	Date Corrected

Any hazards reported or suggestions received must remain on future reports until corrected or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

Distribution: Safety office, Department Manager, Unit Superintendent, Unit Area Supervisor, Fort Worth Safety, File

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CH/W-000473

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DEC 23 1985
SAFETY & LOSS
CONTROL DEPT.

Signature of employees attending safety meeting. (Please write clearly)

Champlin

- ✓ Greg King #4 PLAT 1
- ✓ Clayton Jones O.D. CAT 2
- ✓ Patsy Morris MTBE 3
- ✓ R. Morrow MTBE 4
- ✓ Jimmy W. Perry O.D. CAT 5
- ✓ Joe Hunka Comere 6
- ✓ Ken Tress BTX 7
- ✓ Don Larson IPBz 8
- ✓ Vin Stansell #1 C.U. 9
- ✓ David A. Davis BTX 10
- ✓ John R. Martin Comere 11
- ✓ Steve Smith O.D. CAT 12
- ✓ Ray Perry Alky-Comere 13
- ✓ Ernest Wright BTX 14
- ✓ Wendell Ray #4 PLAT 15
- ✓ Ken Harlow Alky 16
- ✓ Carlton Gange Hunka 17
- _____ 18
- _____ 19
- _____ 20
- _____ 21
- _____ 22

Rich Hennessey - O.T.

Carpenter

Raul Rodriguez

Weld - O.T.

Kemper - Vac.

CHG 00930

Supervisor's Safety Meeting Report and Attendance

Champlin Corpus Christi Refinery

Month of Sept. Date 1985 Time: Start GAY Finish PERRYMANFilm Title Protective clothing and handling Safety Topic BenzeneConducted by Willie Perry For Unit(s) Ch. Ref. 1A Unit 1ASupervisor's Signature Willie PerryAttendance Signatures (Back) Total Present 5 RETURN TO Absent 0Date Unit's Last Reportable Injury Lost Time SAFETY & LOSS CONTROL DEPT. Refinery's Safety Performance to Date: Lost Time No Lost Time Discussion: Discussed the handling of Toluene and DipalmsProtective equipment.Glovesavoid breathing fumes.

Safety Hazards or Suggestions	Reported by	Reported	Date	Corrected

Any hazards reported or suggestions received must remain on future reports until corrected or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

Distribution: Safety office, Department Manager, Unit Superintendent, Unit Area Supervisor, Fort Worth Safety, File

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NOV 18 1985

CH/W-000475

SAFETY & LOSS
CONTROL DEPT.

Supervisor's Safety Meeting Report and Attendance

Champlin Corpus Christi Refinery

Month of October Date 1985 Time: Start _____ Finish _____
Film Title _____ Safety Topic Safety Lock-out
Conducted by Willie Terry For Unit(s) Ch. Ref. Sec. Shift 1st
Supervisor's Signature

Attendance Signatures (Back) Total Present 5 Absent 0

Date Unit's last Reportable Injury _____ Lost Time _____ No Lost Time _____

Refinery's Safety Performance to Date: Lost Time _____ No Lost Time _____

Discussion: Lock out of electrical equipment
after lock-out try starter switch for safety.
Small appliance home repairs.

<u>Safety Hazards or</u> <u>Suggestions</u>	<u>Reported by</u>	<u>Reported</u>	<u>Date</u> <u>Corrected</u>
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Any hazards reported or suggestions received must remain on future reports until corrected or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

Distribution: Safety office, Department Manager, Unit Superintendent, Unit Area Supervisor, Fort Worth Safety, File

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CH/W-000477

Supervisor's Safety Meeting Report and Attendance

Champlin Corpus Christi Refinery

Month of November Date 1985 Time: Start _____ Finish _____

Film Title _____ Safety Topic Truck deliveries

Conducted by Willie Terry For Unit(s) Ch. Deep Sea Shift _____
Supervisor's Signature

Attendance Signatures (Back) Total Present 5 Absent 0

Date Unit's Last Reportable Injury _____ Lost Time _____ No Lost Time _____

Refinery's Safety Performance to Date: Lost Time _____ No Lost Time _____

Discussion: 1. Static electricity grounding.

A. Hook up 1st B. Unhook last.

2. Control smoking area designated.

<u>Safety Hazards or</u> <u>Suggestions</u>	<u>Reported by</u>	<u>Reported</u>	<u>Date</u> <u>Corrected</u>
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Any hazards reported or suggestions received must remain on future reports until corrected or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

Distribution: Safety office, Department Manager, Unit Superintendent, Unit Area Supervisor, Fort Worth Safety, File

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CH/W-000479

Supervisor's Safety Meeting Report and Attendance

Champlin Corpus Christi Refinery

Month of April Date 4-30-85 Time: Start 7:00 Finish 3:00Film Title Safety Topic Protective EquipmentConducted by Willis Terry For Unit(s) Ch. Deep Sea Term. Shift 1st
Supervisor's SignatureAttendance Signatures (Back) Total Present 5 Absent 0Date Unit's Last Reportable Injury 0 Lost Time 0 No Lost Time 1Refinery's Safety Performance to Date: Lost Time No Lost Time Discussion: Discussion held on safety manual provisions#'s 2-3-10Hard hats - Eye protection and safety shoes also
wearing of protective gloves when handling hydrocarbons
on a job.

Safety Hazards or Suggestions Reported by Reported Date Corrected

Any hazards reported or suggestions received must remain on future reports until corrected or rejected. NOTE: Supervisor, this report must be completed and submitted promptly, within one week following the date of this meeting.

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CH/W-000481

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MAY 3 1985
7:00 AM
7:00 AM

Supervisor's Safety Meeting Report and Attendance

CHG 00921

Cinamplin Corpus Christi Refinery

Month of APRIL Date 4-8-85 Time: Start 2:05 PM End 2:50 PM
 Film Title EYE/HAND/FOOT PROTECTION Safety Topic SAFETY EQUIPMENT
 Conducted by C. J. ROMERO For Unit(s) EAST PLANT OVERHAUL Shift #1
Supervisor's Signature

Attendance Signatures (Back) Total Present 14 Absent 5
 Date Unit's last Reportable Injury 3-31-85 Lost Time ✓ No Lost Time
 Refinery's Safety Performance to Date: Lost Time 3 No Lost Time 2

Discussion: TALKED ABOUT NOBLEX COVERALLS, EYE PROTECTION,
EAR PROTECTION, ~~LOSS~~, LAST TIME ACCIDENT, FIRE ON UNION
on 4/2/85, SAFETY SHOES, AND SAFETY MEETING ATTENDANCE

<u>Safety Hazards or Suggestions</u>	<u>Reported by</u>	<u>Reported</u>	<u>Date Corrected</u>
① FIND A SPOT (TRAINING) FOR A PERSON THAT IS OFF WORK DUE TO AN INJURY. WHY PAY HIM TO STAY HOME, WHEN YOU COULD HAVE HIM DOING SOMETHING ELSE?			

Any hazards reported or suggestions received must remain on future reports until correct or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

Distribution: Safety office, Department Manager, Unit Superintendent, Unit Area Supervisor, Fort Worth Safety, File

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SAFETY & LOSS
CONTROL DEPT.

CH/W-000485

Signature of employees attending safety meeting. (Please write clearly)

Champlin

Alex Menecha old CAT
Jerry W. Perrin 11 1/2
Daind A. Naim BTX 3
R. Marino 4 Pst 4
H. Welch #1 FCCU 5
Stan Jopst OLD CAT 6
Ray Harlow alkyl 7
Joe H. Hunka alkyl 8
R. Larson TBB 9
Sherry Bender Boilers 10
Ray Caputo DTX 11
Gus Hunka Boilers 12
Daind A. Naim alkyl 13
Gene Wilson Plat 14

15

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CHG 00922

Supervisor's Safety Meeting Report and Maintenance

Champlin Corpus Christi Refinery

GAY
CHIEF S. N.
FELIX

Month of March Date March 21, 1985 Time: Start 2:30 p.m. Finish 3:30 p.m.

Film Title "Stick It In Your Ear" Safety Topic hearing protection

Conducted by Willie Terry For Unit(s) Deep Sea Operators Shift all
Supervisor's Signature RETURN TO

Attendance Signatures (Back) Total Present six (6) SAFETY & LOSS None

Date Unit's last Reportable Injury -o- Lost Time -o- No Lost Time -o-

Refinery's Safety Performance to Date: Lost Time -o- No Lost Time -o-

Discussion: Importance of ear protection and methods for doing same.

<u>Safety Hazards or Suggestions</u>	<u>Reported by</u>	<u>Reported</u>	<u>Date</u>	<u>Corrected</u>
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Any hazards reported or suggestions received must remain on future reports until correct or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

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MAY 2 1985

CH/W-000487

SAFETY & LOSS
CONTROL DEPT.

Superior's Safety Meeting Report and Attendance

CHG 00923

Champlin Corpus Christi Refinery

Month of January Date 1-31-85 Time: Start 10:00

Film Title _____ Safety Topic _____ Safety Apparel _____

Conducted by Orin F. Francis, Jr. For Unit(s) Logistics
Supervisor's Signature _____

Attendance Signatures (Back) Total Present 2

Date Unit's last Reportable Injury None Lost Time None No Lost Time X

Refinery's Safety Performance to Date: Lost Time - No Lost Time -

Discussion: Wearing of all safety equipment while performing job duties. This
includes hard hats, safety steel toe shoes, safety glasses, safety gloves,
Nomex outerwear.

<u>Safety Hazards or</u> <u>Suggestions</u>	<u>Reported by</u>	<u>Reported</u>	<u>Date</u> <u>Corrected</u>
Fire extinguisher on trucks	Robert Tamez	1/31/85	
need inspected more often.			

Any hazards reported or suggestions received must remain on future reports until corrected or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

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CH/W-000489

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SAFETY & LOSS
CONTROL DEPT.

Signature of employees attending safety meeting. (Please write clearly)

Champlin

PICKO BARRERA
Robert James

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Supervisor's Safety Meeting Report and Attendance

Champlin Corpus Christi Refinery

 GAY
 CHILDRESS
 PERKINS
 RAY
 FINCH
 4/12
Month of January Date 15/16 Time: Start 3 PM Finish 4/12Film Title Knowing Not Enough Safety Topic _____Conducted by R. L. Lemler For Unit(s) EAST Plant II Shift 7x
Supervisor's SignatureAttendance Signatures (Back) Total Present 16 Absent 2Date Unit's last Reportable Injury 1-2-85 Lost Time 1 No Lost Time 1Refinery's Safety Performance to Date: Lost Time 1 No Lost Time 2Discussion: Talked about reporting accidents and
safety hazards on the job.

Safety Hazards or Suggestions	Reported by	Reported Date	Corrected
-------------------------------	-------------	---------------	-----------

① Ladder on south hopper needs more guard rail behind it	H. Gonzales	1-15-85	
--	-------------	---------	--

② Grating in floor of Make-up Comp building bent up. Tripping hazard	Tunches	1-15-85	
--	---------	---------	--

Any hazards reported or suggestions received must remain on future reports until corrected or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

Distribution: Safety office, Department Manager, Unit Superintendent, Unit Area Supervisor, ~~Fort Worth Safety~~ File

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JAN 21 1985

SAFETY & LOSS
CONTROL DEPT.

CH/W-000491

Month of JANUARY Date 8th 85 Time: Start 1400 Finish 1510
 Film Title KNOWING NOT ENOUGH Safety Topic SAFETY
 Conducted by [Signature] For Unit(s) TERMINAL HAWKINSOON Shift 3x11
 Supervisor's Signature

Attendance Signatures (Back) Total Present 14 Absent 0

Date Unit's Last Reportable Injury 5 Lost Time 0

Refinery's Safety Performance to Date: Lost Time 18 No Lost Time 2

Discussion: A: Reporting hazards B: Reporting accidents C: Housekeeping
D: Body Safety belts

Safety Hazards or Suggestions	Reported by	Reported	Date Corrected
<u>fire wall at 1026-1025 (Hole)</u>	<u>Sam Houston</u>	<u>1-8-85</u>	
<u>Hole at tank 5005</u>	<u>Randy Linn</u>	<u>1-8-85</u>	
<u>hammer valves at #1 pump house</u>	<u>Allen Green</u>	<u>1-8-85</u>	

Any hazards reported or suggestions received must remain on future reports until corrected or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

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 JAN 17 1985

TY & 1005
 1005

Signature of employees attending safety meeting. (Please write clearly)

Champlin

Robert J. Long	1	
Don	2	
Michael Morgan	3	
Boyle Barker	4	
Carles Lago	5	
Sam Huston III	6	
J. Brooks	7	
Larry C. Hower	8	
John Dominguez	9	
Allen Hoyer	10	
Larry J. Bryant	11	
August Wehling	12	
Roy D. Garcia	13	
E. Perry	14	
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Ft. Worth

Supervisor's Safety Meeting Report and Attendance
CHG 00926 Champlin Corpus Christi Refinery

ENVIRONMENTAL
CHILDREN
PENNSYLVANIA
HARRISBURG
SAFETY
CONTROL
LOSS
DEPARTMENT

Month of JANUARY Date 9th '85 Time: start 2:00PM finish 2:52P

Film Title Knowing is Not Enough Safety Topic Foreseeing Hazards

Conducted by P. Keusch For Unit(s) West Plant Operations Shift D
Supervisor's Signature

Attendance Signatures (Back) Total Present 14 Absent 3 (for vacation)

Date Unit's last Reportable Injury 0 Lost Time 0 No Lost Time 0

Refinery's Safety Performance to Date: Lost Time 0 No Lost Time 0

Discussion: Utilizing operating personnel from Units that are shut down.

Safety Hazards or Suggestions	Reported by	Reported	Date Corrected
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1 Walkway on Sulphur Train	O. Zepeda	3rd request	
2 Platform on regenerator blower	A. D. RACE	3rd request	

Any hazards reported or suggestions received must remain on future reports until corrected or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

Distribution: Safety office, Department Manager, ^{Plant} ~~Plant~~ Superintendent, Unit Area Supervisor, Fort Worth Safety, File

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CH/W-000495

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JAN 14 1985
SAFETY & LOSS
CONTROL DEPT.

SAFETY MEETING - WEST PLANT

12/26/84

- 1) Andy Deen MDH & SRU
- 2) Ralph Borchard (Rb) MDH & SRU
- 3) JOE PEREZ, JR COKER
- 4) James Drew COKER
- 5) Paul From PLAT
- 6) MEL MONCLOVA JR. PLAT
- 7) Manning Ar. W.W.T.
- 8) Martin Garcia Jr.
- 9) Ray Rouse
- 10) B. J. Coker
- 11) E. J. Armstrong MDH

- 1 IS TEMPORARY PIPING AT DEEP
- WATER WASH : 12 IT PERMANENT
- 3 NEW SKID COATING ON STAIRWAY
- PLATFORM IN CAMP

This meeting was co-conducted by R. Lovelless

Supervisor's Safety Meeting Report and Attendance

CHG 00928

Champlin Corpus Christi Refinery

GAY 9
CHILDERS W
PELAY 1
HARRIS 1

Month of JANUARY Date 1-3-84 Time: Start 2:00 PM Finish 2:25 P

Film Title Safety Topic

Conducted by Leslie H. Curran For Unit(s) Warehouse Shift SS
Supervisor's Signature

Attendance Signatures (Back) Total Present 9 Absent 1

Date Unit's last Reportable Injury 1-21-80 Lost Time 8 DAYS No Lost Time

Refinery's Safety Performance to Date: Lost Time 16 No Lost Time 2

Discussion: PRESENTED SAFETY AWARDS TO EACH EMPLOYEE OF WAREHOUSE
DISCUSSED OUR SAFETY RECORD FOR YEAR 1984 AND WHAT WE COULD
DO IN THE YEAR 1985 TO MAKE IT ANOTHER SAFE YEAR.

Safety Hazards or Suggestions	Reported by	Reported	Date Corrected
<u>- NONE -</u>			

Any hazards reported or suggestions received must remain on future reports until correct or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

Distribution: Safety office, Department Manager, Unit Superintendent, Unit Area Supervisor, Fort Worth Safety, File

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JAN 11 1985
SAFETY & LOSS

CH/W-000497

Signature of employees attending safety meeting. (Please write clearly)

Champlin

John S. Hefner	1/3/85	1	
Steve Gentry	1/3/85	2	
James L. Linton	1/3/85	3	
Al Thompson		4	
Jim Caldwell	1-3-85	5	
John A. Jones		6	
Steve J. Dwyer	1-3-85	7	
VICTOR CHAPA	West Plant	8	
TERRILL CAMPBELL		9	
		10	
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Supervisor's Safety Meeting Report and Attendance

CHG 00929

Champlin Corpus Christi Refinery

GAYL 2
CHILDERS 1
PELLEY 1
FINLEY 3 4 7

Month of JANUARY Date 1-8-85 Time: Start 3 P Finish 3 4 7

Film Title "KNOWING'S NOT ENOUGH" Safety Topic _____

Conducted by E M Imquize For Unit(s) East Plant 11 Shift 3
Supervisor's Signature

Attendance Signatures (Back) Total Present 15 Absent: 2

Date Unit's Last Reportable Injury _____ Lost Time 6/25/84 No Lost Time _____

Refinery's Safety Performance to Date: Lost Time 84 - 16 CTA No Lost Time 2

Discussion: _____

<u>Safety Hazards or Suggestions</u>	<u>Reported by</u>	<u>Reported</u>	<u>Date</u>	<u>Corrected</u>
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Any hazards reported or suggestions received must remain on future reports until corrected or rejected. NOTE: Supervisor, this report must be completed and submitted promptly within one week following the date of this meeting.

Distribution: Safety office, Department Manager, Unit Superintendent, Unit Area Supervisor, ~~For Work Safety~~, File

(Over)

CH/W-000499

RECEIVED

JAN 11 1985

SAFETY & LOSS
CONTROL DEPT.