

COMPLIANCE TRAINING COMMITTEE
MINUTES ~~February 27~~, 1989

March 6

All in attendance except Jim Holley.

Charles reported RCRA, manlift, drott for new employees have b en scheduled (see attachment).

Gene reported there is no required training for tankerman or transportation inspectors.

Charles stated contractors are responsible for training th ir employees and records of such training are kept in 3 locations, Purchasing, Safety and Training.

The group continued clarification of records requirements.

/lrb
Attachments

Distribution

Jim Holley
Bob Jacobi
Dick Holliday
Bill Kelly
Gene Broussard/J. Lafleur
Lottie Bollotte
Charles Winstead
Marlene Walker
Linda Reinhardt
Andy Plauche
Ron Williams

cc: C. W. Bellon

SL 086069

AGENDA

COMPLIANCE TRAINING COMMITTEE

FEBRUARY 27, 1989

- 1) Adoption of Agenda
- ✓ 2) Report draft manlift - Charles
- ✓ 3) Tankerman and inspector - Gene
- ✓ 4) Roy Sander's inspection - Jim SRY Profile (INS. Requirer)
- ✓ 5) Responsibility of training contractor
- ✓ 6) Additional clarification of records requirements
- 7) Clarification of required training list



TO: Chuck Bellon

FROM: Charles Winstead

DATE: March 3, 1989

SUBJECT: Confidentiality of Training Records

This is in reference to my memo dated February 22, subject as above. On Monday, February-27, I presented your ideas concerning availability of the Plant Training System to the Compliance Training Committee (making the total system available to the Plant Staff). Specifically, I stated that I had discussed the subject with you and Lynn Royston and that the three of us saw no objections to board based viewing of the system, other than common sense matters relating to individual sensitivity concerning personal records and the possible misinterpretation of date.

The committee understood, as evidenced by their comments, our position. Notwithstanding, for user convenience, they would like a broader availability of the total system for viewing only. They would like a system under which Plant Staff members could recommend specific individuals in their area of responsibility to view the total P.T.S.

Bill Kelly said it would be practical to divide the System into two parts, Total System and Compliance only, so that we can make the Compliance part available on a broad base.

I am waiting for your direction in this matter.

xc: Compliance Training Committee

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PTS020AA          P L A N T   T R A I N I N G   S Y S T E M          *****
*****          FIT TEST UPDATE SCREEN          *****
EMPLOYEE  BADGE ( **** ) ***** *****
DATE TESTED: MMDDYY ( ***** ) TESTED BY BADGE ( **** ) *****

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TEST METHOD:

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( # ) QUALITATIVE, USING OSHA IRRITANT SMOKE PROTOCOL
( # ) OTHER - DESCRIBE ( ***** )

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TEST RESULT(S):

TYPE 1-9	MFR	MODEL	SIZE S,M,L	P/F	COMFORT: P=POOR F=FAIR G=GOOD E=EXCL	ASSIGNED Y/N
(##)	(#####)	(#####)	(#)	(#)	(#)	(#)
(##)	(#####)	(#####)	(#)	(#)	(#)	(#)
(##)	(#####)	(#####)	(#)	(#)	(#)	(#)
(##)	(#####)	(#####)	(#)	(#)	(#)	(#)
(##)	(#####)	(#####)	(#)	(#)	(#)	(#)
(##)	(#####)	(#####)	(#)	(#)	(#)	(#)

** EMPLOYEE SHOULD BE ASSIGNED THE MASK(S) THAT PASS AND HAVE BEST COMFORT **
 CAN EMPLOYEE DETECT THE TEST AGENT? (#) Y/N (#) N/A

PF1=UPDATE PF2=HELP PF5=RESET PF10=FIRST PF11=NEXT PA2=PREVIOUS SCREEN

Aa



TO: SPU Leaders
FROM: Charles Winstead
DATE: February 28, 1989
SUBJECT: Required Training

RCRA TRAINING is required for new employees. Andy Plauche will conduct this training in Training Room G at 7:30 a.m. on the following dates:

Monday, March 13
Monday, March 20
Tuesday, March 28
Monday, April 3

MANLIFT AND DROTT TRAINING are required for all service mechanics. Manlift training is required for operators who use them. At 9:30 a.m. on the above dates and in Training Room G, Jerry Merchant will conduct manlift training followed by drott training.

Attached is a list of new hires between September 1 and March 1 who require RCRA training. Please schedule about 25% of your new hires for each date. Service mechanics can remain after RCRA for manlift and drott. Also, you can schedule available operators needing manlift at 9:30 a.m. If you will give me the names and shifts of your operators needing manlift and not available at 9:30 on the above dates, I will ask Jerry to train them at 7:30 a.m. at an earlier date.

Please send Lottie a copy of your training schedule prior to March 13. Thanks.

/lrb

Attachment

cc: Andy Plauche
Jerry Merchant/Tom Conner
Tom Conner
Jeff Barker
Compliance Training Committee

SL 086073