

SOUTHWESTERN REFINING COMPANY, INC.

INTER OFFICE MEMORANDUM

August 24, 1979



MEMO TO: Distribution

FROM: R. A. Clark

SUBJECT: Industrial Hygiene Program

Industrial organizations, as well as the population in general, is becoming increasingly aware of the potential occupational exposure to toxic materials in the work place. Additionally, the latest federal environmental regulations are becoming increasingly restrictive in the area of evaluating employee exposure to all materials within the work place. In order to evaluate the many varied work experiences an inhouse industrial hygiene program must be implemented.

For these reasons Southwestern is committing more manpower and effort toward a continuing program to not only monitor workplace atmosphere, but to evaluate all materials used in the refinery including maintenance, laboratory, and terminal areas for potential contaminants. At this time, it is not possible for me to say exactly how many directions this program may take.

In the immediate future personnel within the various work areas will be asked to assist in monitoring by wearing the small personnel monitors during the normal work routines. We will be attempting to monitor such contaminants as lead, asbestos, hydrogen sulfide, carbon monoxide, benzene, toluene, xylene, naphthalene, octane, sulfur dioxide, sulfuric acid, hydrogen fluoride, pentane, nickel, chromium, iron oxide, and zinc oxide, to name a few. Obviously, these contaminants are associated with the various phases of refinery operation (operations, terminal, shop, warehouse, etc.) It is not possible at this time to even rule out the office areas since situations may develop that demand evaluation. Personnel directly involved in the monitoring activity will be notified as soon as the results are available and normally within five days.

Just as in a good safety program, a good industrial hygiene program must have the support and cooperation of management from the first level up, but especially the first level. The primary responsibility of the industrial hygiene program is on Waylon Litton, Norman Renfro, and myself and we urgently ask your cooperation and your "salesmanship" to promote the best possible understanding of our goals. Any questions regarding this program

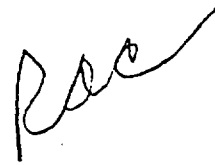
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can be directed to any of the three listed above.

RAC:ths

xc: Department Managers
& Supervisors

A handwritten signature in black ink, appearing to be 'RAC' followed by a stylized flourish.

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