

Dr. Cookson



AIW Pawtucket Safety Meeting March 1995



KNIVES DON'T DISCRIMINATE. ENCOURAGE THE
USE OF CUT RESISTANT GLOVES AND ALL OTHER
TYPES OF PERSONAL PROTECTIVE EQUIPMENT.

SAFETY MEETING AGENDA

March 1995

1. Review Minutes
2. Maintenance Progress Report: A. Karalis / L. Rezendes
3. Training Report by Department
4. Safety Talk for April '95: Personal Protective Equipment
5. Notable accidents February 1995..D. Turner/J. Scallin
6. Fire Prevention Inspection: (N. Levin)
7. EVACUATION PLAN (in progress)
8. Safety Walk Film
9. Accident Rates for 1995
10. HAZWASTE - HAZSHED - SHED UPDATE (D. Aubert)
11. Union Issues
12. Medical Dept. Issues
13. Personnel Issues

NEC: Sewer Project
Hypalon LBS for disposal
Flammables for disposal
Cardboard Recycling
AST procedures w/ D. Turner/J. Hazelton/etc.

AIW: AST
HAZSHED clean out
Salvage drums
Cardboard Recycling

SAFETY MEETING

A Safety Meeting was held February 27, 1995 at 1:30 p.m. with the following present:

Danny Amaral
Dave Cookson
Paula Kalafarski
Manny Medeiros
Manny Pimental
Joe Scallin

Manny Bento
Danny deCruz
Norm Levin
Raul Paco
Larry Rezendes

John Bettencourt
Chuck Federico
Al Martins
John Pavao
Sandy Rinebolt
John Silva

Dave Cookson reviewed the minutes of last month's meeting. He commented that he is still awaiting availability of the 400 safety films to which we will be having access from the subscription agency.

Sandy Rinebolt announced that eighteen people participated in the recent Red Cross First Aid program sponsored by the Company.

A cabinet in Department 3 and a cabinet in Striping need to be wired.

The Maintenance Report was presented and reviewed; it was noted that a new hoist inspection form is necessary. Another point: In what manner are the weight ratings of the beams determined? Steve Pierce will recommend our reviewing how these ratings are determined.

The monthly training report was reviewed; every department's report has been turned in, with the exception of the second half of the report from Department 29.

Dave reviewed the revised Safety Talk Training Schedule. It was noted that Ascetalyne Training will be held in the Machine Shop on March 16.

Dave commented that there are handouts in this month's safety booklet that can be reproduced and distributed among the employees to accompany the talk on Fire Safety. In addition, we have films available on fire safety that the foremen are welcome to show their employees.

Norm Levin presented the Fire Safety Report. He told us he will be calling Oleans, who will perform fire extinguisher training. It was decided to wait until April or so (warmer weather) so the training can be done outside.

There is a storage cabinet available in the former Dept. 10 that Joao Pavao said he would take for use in Dept. 14; John Bettencourt said he would arrange for its transport between departments.

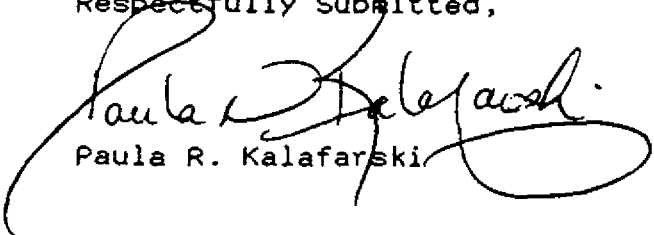
The Worker's Compensation Reportable Injuries Report for January 1995 was reviewed. There were no major accidents of note, just some injuries associated with improper stacking.

An AIW plant tour film was viewed, depicting various safety hazards.

Manny Medeiros reminded the foremen that their employees returning to work after a layoff must first report to Human Resources for processing. Failure to do so could result in delay of pay, cancellation of health coverage and other problems.

The meeting adjourned at 2:10 p.m.

Respectfully Submitted,



Paula R. Kalafarski

**1995 MONTHLY TRAINING REPORT
AIW**

as of 2/24/95

DEPT.	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	RATE
1	2	2	2										100
3	2	2	2										100
4/18	2	2	2										100
14	2	2	2										100
21/9	2	2	2										100
25/28	2	2	2										100
29/52	2	2	2										100
51	2	2	0										67

PLANT RATE..... 96

2 - indicates that safety training was conducted at Monthly Dept.
Safety Meetings by the department's supervisory personnel.

1 - indicates that an attendance sheet for safety training was
submitted but, a safety walk inspection was not conducted.

OR

1 - indicates that a safety walk inspection form was submitted but,
safety training attendance forms were not.

0 - No Reports Submitted

PERSONAL PROTECTIVE EQUIPMENT (PPE)

SAFETY TALK

LEADER's GUIDE

Objective: Employees will learn what types of protective equipment is required to safely perform their jobs.

Employees will be able to demonstrate how to properly use the personal protective equipment needed to safely perform their jobs.

BEFORE CONDUCTING THIS SAFETY TALK:

A. Material Checklist

_____ Handouts: make sure that you have enough PPE and the right types of PPE to demonstrate to your employees. Obtain whatever PPE you may need from the First Aid Office.

_____ Attendance Sheets:

_____ Location: Do you have a space where you can conduct this Safety Talk? Would it be better for you to conduct this talk in a lecture room or conference room?

B. Preparation

1. Preview the attached discussion sheet before the Safety Talk.
2. Familiarize yourself with the various types of PPE you will be demonstrating and discussing.
3. Determine what types of PPE are most frequently used and needed by employees in your department(s).

C. Introduce the Lesson/Topic

1. Give the employees an idea of what will be demonstrated and discussed at the very start of the Safety Talk.
2. Distribute various types of PPE (masks, goggles, etc) at the start of talk.

D. Discussion

1. Discuss the 'risks' employees take by NOT wearing PPE:
 - permanent injury
 - disfigurement
 - disability
2. Convince employees to be responsible for their own protection & safety.
3. Discuss and demonstrate the various types of PPE the employees must wear.
 - Get the employees involved. Have someone from the class model or wear the PPE while you discuss it and how to wear it.

E. Closure

1. Reinforce the fact that the employee is more responsible than anyone else for his own safety.

F. COLLECT ATTENDANCE SHEETS

PERSONAL PROTECTIVE EQUIPMENT (PPE)

SAFETY TALK

DISCUSSION SHEET

Use the information below to conduct the Discussion phase of the Safety Talk.

REMINDER: follow the attached Leader's Guide when conducting this Safety Talk.

A. EMPHASIZE THE FOLLOWING POINTS IN YOUR DISCUSSION:

1. HAZARDS ARE A FACT OF LIFE IN THE WORKPLACE. Employees who do not wear PPE are gambling with their own health and lives.
2. CONSIDER THE RISKS. Employees are risking permanent injury and disfigurement, as well as disability, by not wearing PPE.
3. ASK EMPLOYEES THE FOLLOWING QUESTIONS:

- Do you have questions about hazards that you HAVE NOT asked?
- Do you avoid wearing PPE because its uncomfortable?
- Do you believe that accidents always happen to someone else?
- Do you sometimes wear or use the wrong equipment for the job?
- Do you ever change or modify the safety equipment that you use or wear?
- Do you wear or use PPE ONLY when your supervisor is around?

THE MORE TIMES AN EMPLOYEE ANSWERES "YES", the higher his risk of injury.

4. Explain that PPE is something that can work for everyone. Employees must find a way to work with PPE and not against it.
5. DEMONSTRATE SOME OR ALL OF THE FOLLOWING:

RESPIRATORS: (dust masks, mist/fog masks, vapor masks, etc) It is very important for employees to match the right mask for the right job. Instruct them to ASK THEIR SUPERVISORS whenever there is doubt about mask selection.

GLASSES AND GOGGLES: Face shield are always worn over glasses or goggles and never alone. over 1,000 eye injuries a day in the USA. 90% could be prevented with PPE.

GLOVES: (latex, neoprene, thermal, sleeves, cut resistant) gloves are like a 2nd layer of skin protecting you from chemicals, heat, sharp objects, etc.

COVERALLS: offer protection against fibers, chemicals, heat and cold. Choose the right size. Drink extra fluids in warm weather to replace body fluids lost as sweat.

EAR PLUGS/MUFFS: protect against hearing loss. Keep plugs and muffs clean and wear at all times.

BOOTS/SHOES: protect toes and feet from falling, rolling, heavy objects. Wools socks offer the most protection, warmth and absorb sweat well.

6. Encourage employees to ask questions about PPE at all times and not just at Safety Talks.

- B. When preparing for this Safety Talk, stop by the First Aid office to pick up PPE and to discuss the applications of various types of PPE in your department(s) and how to use each type of PPE.

Deafness Is A Lonely Disability!



Hearing loss isolates its victims from other people because it makes communication difficult. A hearing loss victim also misses hearing the things we all enjoy - like music, laughter and the sounds of nature.

Excessive noise can gradually destroy hearing - so gradually, in fact, that you may not realize it is happening.

People who work in noisy environments sometimes say that they "get used to" the noise. But if the noise is bothering them less, that's one of the first signs of hearing loss.

Another early warning of dangerous noise levels is ringing in the ears. So is reduced hearing for the first few hours after leaving a noisy job. As hearing loss progresses, the ear does not recover its full abilities before the person returns to work the next day, and more damage is inflicted.

While there are a lot of methods of measuring noise levels, here are a couple of simple ones. If you cannot carry on a normal conversation because of noise in the work area, or if you find you are hoarse from shouting over the noise, then chances are you are exposed to too much noise.

Noise can sometimes be reduced by working further away from machinery, or by installing insulation or other engineering controls that reduce it. If you think this applies to your work area, suggest it to your supervisor.

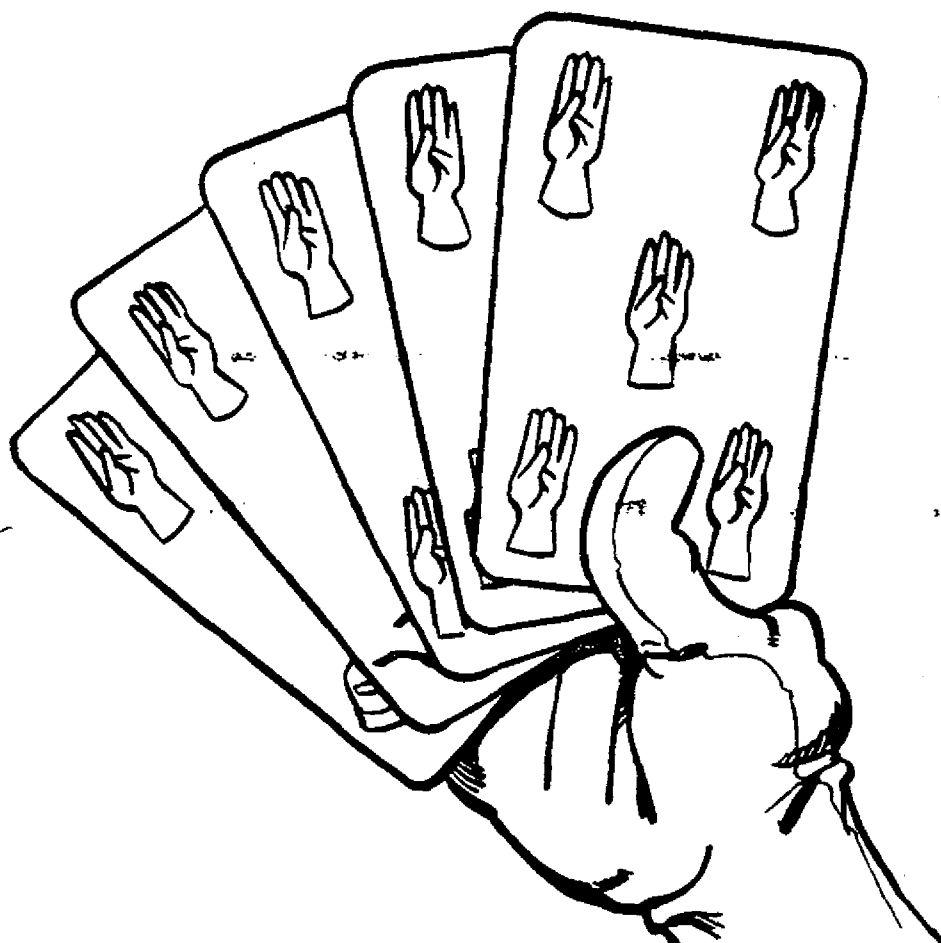
You can protect yourself from noise by using Personal Protective Equipment for your ears. There are three main kinds. If you're not sure which you should use in your work area, ask for advice.

EAR PLUGS, either reusable or disposable.

Safety Talks!

Safety Smart Magazine's Weekly

Hand Protection Is A Good Deal!



There are a number of good reasons to protect your hands on the job. Here are just some of the many hazards:

- Blades which can cut and amputate hands.
- Rough surfaces which can scrape the skin.
- Machinery which can pinch or crush fingers.
- Chemicals which can irritate or burn the skin.

- Chemicals which can be absorbed into the body and cause poisoning.
- Heat and cold.
- Electric current which can give you a fatal shock.
- Bio-hazardous materials which can cause disease.
- Repetitive strain and impact which can cause injuries over a long period of time.

There are a number of ways to protect your hands, and

gloves are probably the most common. Because we also wear many different kinds of gloves off-the-job, it's easy to sometimes take this kind of Personal Protective Equipment for granted. Hand injuries are common and range from temporary painful inconvenience to permanent disability.

To protect your hands, wear the correct hand protection to keep you safe from cuts, burns, electric shock, chemicals and other hazards. There are many different kinds of special gloves designed for special hazards, so consult your safety supervisor if you are confused about which gloves to wear for which job.

Examples are:

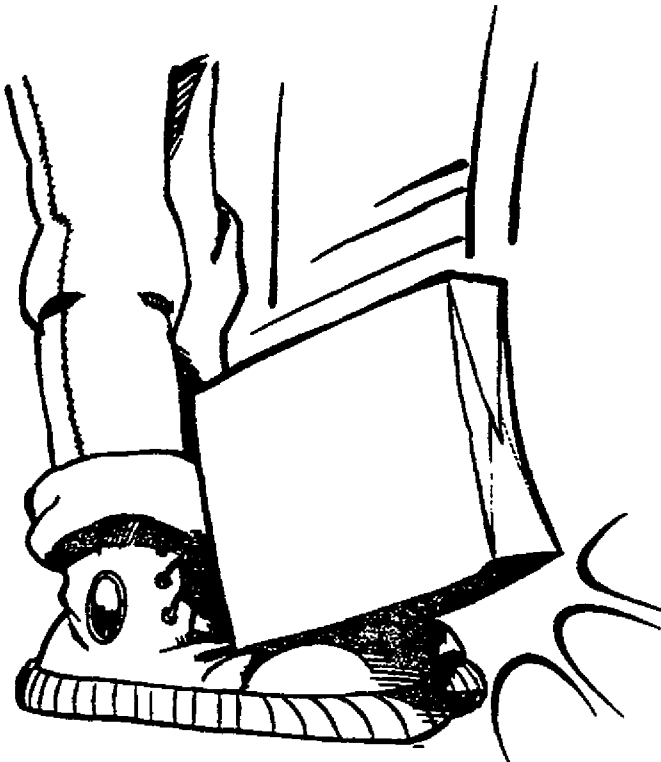
- Metal mesh gloves to preventing cutting injuries.
- Special rubber gloves for insulation against electricity.
- Leather gloves to protect against splinters and abrasion.
- Synthetic or rubber gloves for protection against certain chemicals.
- Gloves made of materials such as asbestos or aluminized fabric for protection against extreme temperatures.

Safety Smart Magazine's Weekly

Safety Talks!

Safety Shoes © Safety Talks! - Winter '91 - '92

Safety Shoes Save Your Feet!



You probably don't think about it much, but it's really convenient to have two feet and ten toes. That's why it's important to wear safety footwear even if you don't think there are any hazards to your feet.

You don't have to work on a construction site or in a mill to need safety footwear. And it's not only falling objects that pose dangers to your feet. Other hazards are from splashes and spills of chemicals, electric shock,

static sparks, temperature extremes, slips and even infection.

Foot injuries are common. You can have heavy objects dropped or rolled onto your feet. Sharp objects can cut or puncture your feet. A great many of these injuries can be prevented by wearing the right Personal Protective Equipment for your feet.

Some foot injuries are permanent. A person's life can be changed forever by an

amputation or a severe crushing injury. A puncture wound which leads to widespread infection or blood poisoning can even kill you.

Foot injuries are painful, and they can be costly in many ways. Who can really afford to take time off work waiting for a foot injury to heal? Who wants to miss leisure time activities like skiing, baseball or even a walk through a park with your family?

When you are sitting at home day after day, with your foot propped up in front of you, you'll wish you had made a point of wearing your safety shoes.

Safety footwear has improved a great deal in the last few years, but there are still some who are finding all kinds of reasons not to wear it. Some of the familiar excuses are that safety footwear is too uncomfortable, too heavy, too ugly, too hot or too cold.

But today's safety shoes come in a wide variety of styles. Besides the familiar work boots, they can also be found in athletic shoes, hiking boots, western boots and men's and women's dress styles.

Date: March 21, 1995

To: Joe Scallin

From: Dave Cookson D/

Subj: Worker's Compensation Reportable Injuries for February 1995

Listed below are those injuries which occurred at your facility during the previous month which necessitated the filing of an Employer's First Report of Injury. Cause of injury statement are usually taken verbatim from the supervisor's report.

Dept/Clock	Employee	DOI	Type of Injury	Lost Time
29/7774	Antonio Almeida	2/17/95	Burns to hand and fingers Employee was using an oxyacetylene torch and inadvertently cut the oxygen supply hose with the torch.	No
14/3710	Jose Soares	2/23/95	Rt. index finger-crush injury As employee was operating the extruder, a segment of wire came away from the reel, wrapping around his finger.	No

cc: H. Goulet
S. Rinebolt
File

PAWT

3. CONDITION OF FIRE PUMPS	N/A
4. FIRE PUMP SUCTION SUPPLY FULL/EMPTY	N/A
5. FIRE PUMPS ADEQUATELY HEATED	N/A
6. FIRE PUMPS SUCTION SUPPLY VALVES OPEN/CLOSED	N/A

INSPECTORS COMMENTS:

STORAGE OF FLAMMABLE MATERIALS:

(1) THE DRUM OF MEK IS STILL IN THE OIL STORAGE ROOM IN DEPT.#3.

FIRE DOORS & EXITS:

(1) THE FOLLOWING EXIT LIGHTS ARE STILL OUT:

(A) #2-4-1 4TH FLOOR BLDG. #4

(B) #2-4-4 4TH FLOOR BLDG #4

(C) #2-3-1 4TH FLOOR BLDG #4

FIRE EXTINGUISHERS:

(1) FIRE EXTINGUISHER #401W IS BLOCKED BY STEEL REELS. RECOMMEND

RELOCATION OF THE EXTINGUISHER SO THAT OLEANS FIRE EQUIPMENT

WILL HAVE ACCESS FOR INSPECTION.

(2) AN ABC FIRE EXTINGUISHER WILL BE PLACED ON THE WALL OUTSIDE

OF THE OIL STORAGE ROOM IN DEPT.#3 AS RECOMMENDED BY STEVE PIERCE

OF LEVITON.