

116- W. T. Hall

GAF CORPORATION
INDUSTRIAL PRODUCTS DIVISION
ERIE, PA.

PLAINTIFF'S
EXHIBIT
GF-1685

MINUTES OF THE ERIE - 16TH STREET PLANT GENERAL SAFETY MEETING

DATE: August 13, 1970

TIME: 11:00 A. M.

The meeting was called to order by Mr. B. Sitek. A total of eight (8) members were in attendance. Those being:

M. Nunes	E. Cavicchio
J. Pannuti	A. A. Wild
K. Kwiatek	N. Colandra, Buffalo, N. Y.
B. Keith	B. Sitek, Chairman

FIRST AID REPORT FOR THE MONTH OF JULY:

Mr. B. Sitek reported a total of four (4) First Aid cases as follows:

Bruises	1	Cuts	1
Burns	1	Eyes	1

TOTAL 4

There were no Doctor cases since the last General Safety Meeting.

REPORTS OF DEPARTMENTAL SAFETY MEETINGS

ASBESTOS DEPARTMENT

Mr. M. Nunes conducted his meeting with a total of nine (9) employees in attendance. His topic of discussion was entitled "Fun In the Sun". He told the men, now that vacations were in full swing, that they should be especially careful when getting sun tans at the beach. He told them that they should always be prudent in getting their tans, so that they are not burned like a Lobster. He also told them to be extra careful when small children around on the beaches, where glass, stone and hot embers, etc. could be stepped upon and cause serious injury. He also told the men to make sure that they swim at guarded beaches. He concluded his meeting by stating that housekeeping was a daily chore for every employee in the plant and that they must keep their work areas clean at all times.

Mr. J. Stezen conducted his meeting with a total of five (5) employees in attendance. He discussed the following items: - He told the men to always make sure that they watch where they are going, and to use special care whenever going up and down stairways and when using docks. He also told them that when they use ladders to make sure that the ladder is in good shape with safety shoes attached.

He also told the men to keep their work areas clean and orderly at all times. In concluding his meeting, he discussed the new Hydra-Pulper installation and told the men about the mules while working around this new area.

Mr. T. Edder conducted his meeting with a total of ten (10) employees in attendance. He reviewed with the men, the most frequent First Aid cases that are experienced. He stated that burns are most common to employees who work around the Dryer. He said that cuts were common all over the Mill and he stated that strains come from lifting things that are too heavy for lifting. He told them that accidents could be prevented if they used their heads.

Continued....

MICH08808

SHIPPING, RECEIVING AND MILLBOARD DEPARTMENTS

Mr. J. Pannuti conducted his meeting with a total of twelve (12) employees in attendance. His topic of discussion was "Near Accidents". He pointed out a near accident, that occurred in the Mill whereby a faulty ladder was used. This particular ladder did not have safety feet attached and as a result, it almost slipped away from the wall. He told the men that these near accidents are just as bad as accidents which actually occur, and that we can learn from these near accidents if we correct the situations and unsafe work methods.

MAINTENANCE DEPARTMENT

Mr. K. Kwiatek conducted his meeting with a total of seven (7) employees in attendance. His topic of discussion was "Guarding of Equipment and Machinery throughout the Plant". Since his men do most of the work on motors, valve drives, etc., he told them to always make sure that after work is completed on a project that the guards are replaced before the operation of machinery is commenced again.

REPORT OF FIRE CHIEF

Mr. B. Keith reported that all hydrants are in good shape. It was also discussed that two lines might be installed up to the roofs, that when hoses might be needed in these areas that they can be attached without difficulty and lost time in getting the hoses from ground level up to the roofs. This project will get under way immediately.

He stated that all other areas and fire equipment were in good shape.

PLANT HOUSEKEEPING INSPECTION

Messrs. A. A. Wild and J. Huegel conducted the August inspection. Mr. Wild orally reviewed the report. Mr. Wilwohl will make the regular follow up to see that all recommendations are carried out.

Messrs. J. Huegel and E. Cavicchio were appointed to conduct the inspection for the month of September.

GENERAL DISCUSSION

Mr. N. Colandra, Safety Inspector from Buffalo, N. Y. made his report about his inspection of the plant. He stated that housekeeping was excellent in all areas. He had no special recommendations to make at this time. In concluding, he passed out Safety literature concerning Fire Prevention week, which will be held October 4 through October 10, 1970. He asked that the supervisors use these pamphlets in their next Departmental meetings.

Mr. A. A. Wild next discussed the rules and regulations on wearing of safety eye protection in the plant. He stated that signs will be posted between now and the next meeting, and boxes with safety glasses provided therein will be nailed to walls and strategic locations throughout the plant. He stated that he would expect complete cooperation from every employee in the plant in this program on eye protection.

A report from the Safety sub-committee outlined several things that should be done in the field of safety. Work orders will be made out to correct these situations.

Continued....

MICH08809

Page 3

The next meeting will be held on Thursday, September 10, 1970, at 11: A. M.

This meeting adjourned at 12:00 Noon.

J. M. Wilwohl
Secretary/Chairman

JMW/bw

MICH08810