

PROCEDURE BULLETIN - STERLING

P-0105

PLANT EMERGENCY PROCEDURE - OFF HOURS**B. Serious Injury Cases**

Upon notification from the field, the Night Supervisor will report to the emergency scene or meet the injured at the dispensary (depending on the case). The Sergeant of the Guard, upon authorization from the Night Supervisor, will call Danforth Hospital to alert them of a Sterling emergency case. The Night Supervisor will arrange for transportation of the injured to the hospital. The Night Supervisor will notify a member of supervision from Safety and Industrial Hygiene, the foreman that the injured reports to, and the appropriate superintendent. The injured's foreman or superintendent will make arrangements to meet the injured at the hospital, to investigate the incident, and to notify the injured's family if necessary. Supervision from Safety and Industrial Hygiene will notify other management personnel if necessary.

C. Power Failures

Upon notification from the field, the Night Supervisor will report to the emergency scene and assume overall direction of activity until relieved by responsible supervision. The Sergeant of the Guard will notify those people on the power failure list at the Main Gate. He will contact other supervision as directed by the Night Supervisor. Those notified will come to the plant.

D. Fire Water Line Failure

See Appendix C of Bulletin P-0124, "Fire Protection and Equipment."

Reviewed by:
PLANT MANAGER'S SAFETY BOARD

Revised by:

George Orum
G. A. Orum

Approved by:

G. L. Tromblee
G. L. Tromblee

SC 005320

**ORIGINAL
ISSUE**

10/01/87

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PAGE

3 OF

3

LAM006529

PROCEDURE BULLETIN - STERLING

P-0105

PLANT EMERGENCY PROCEDURE - OFF HOURS

I. PURPOSE

It is the purpose of this bulletin to outline the routine procedures necessary for the handling of plant emergencies on off-hours.

II. SCOPE

This bulletin covers the responsibilities and procedures for handling plant emergencies such as fires, spills, utility failures, and major injuries, but does not include those procedures covered in P-0308.01, "Texas City Industrial Mutual Aid System," the Emergency Procedure Manual, or P-0132, "Fire and Spill Alarm."

III. RESPONSIBILITIES

A. Sergeant of the Guards - Responsible for:

1. Notification of the fire crew and needed supervisory personnel.
2. Manning the gates during the emergency.
3. Notification of hospital for injury cases.

B. Night Supervisor - Responsible for:

1. The supervision of the emergency until the Fire Chief and supervisor of the affected area arrive at the scene.
2. Arranging for transportation of the injured to the hospital.
3. Notification of the injured person's foreman and superintendent, on-call Safety person, and Plant Nurse on all hospital cases.

C. Safety and Industrial Hygiene Superintendent - Responsible for:

1. The supervision of the Fire Crew and Medical Staff.
2. The notification of Management and Public Relations.
3. Updating the "Callout List" annually.

SC

005318

ORIGINAL
ISSUE

10/1/87

REVISED

PAGE

1 OF

3

LAM006530

PROCEDURE BULLETIN - STERLING

P-0105

PLANT EMERGENCY PROCEDURE - OFF HOURS

- D. Superintendent of the Affected and Adjacent Areas is responsible for assessing the needs of his unit and the plant when called. If additional supervision is required, this Superintendent is responsible for calling them.
- E. Managers of Manufacturing are responsible for maintaining an up-to-date "Callout List" (see Appendix A for current list) to assure that the people he wants are called and in what order they are to be called.

IX. PROCEDURE

A. Fire and Spill

Upon notification from the field, the Night Supervisor will report to the scene of the emergency and assume overall direction of activity until relieved by the responsible supervision. The Sergeant of the Guards will sound the fire and spill alarm if necessary, notify the Fire Crew by radio, and call supervision, using the list of Appendix A until one Supervisor of the affected area or areas is contacted. If additional supervision is required, the Supervisor will authorize such calls. The Sergeant will then call the other supervisors of the affected area or areas. The Sergeant will also call supervision of the adjacent areas if necessary. The Sergeant will see that the proper gates are opened and manned. No vehicles except those of the fire crew personnel and other appropriate emergency vehicles will be permitted to enter or operate in the plant. Fire crew members will proceed to the plant at a reasonable speed governed by the road conditions, traffic and city speed limits; will stop as they pass through the gates; and park their cars on the side of the street inside the gate entrance. They will proceed to the emergency scene and operate under the supervision of the Fire Chief or a Captain.

The Safety and Industrial Hygiene Superintendent will report to the Main Gate House and assume control of the Fire Radio Net. Upon communication with the Fire Chief, who will keep the Safety and Industrial Hygiene Superintendent informed as to the emergency situation, the Safety and Industrial Hygiene Superintendent will alert or inform Medical, Public Relations, or additional Management personnel as to the situation.

The Fire Chief, or his designated alternate, will consult with the Safety and Industrial Hygiene Superintendent and determine when the all-clear shall be blown. A Guard will blow the all-clear from the Main Gate.

SC

005319

ORIGINAL
ISSUE

10/01/87

REVISED

PAGE

2 OF

3

LAM006531

PROCEDURE BULLETIN - STERLING

FIRE AND SPILL NOTIFICATION LIST - OFF HOURS

CODE	LOCATION	NAME	PHONE NO.
1-1-3	(Old Dept 6 Area) Dismantled	1. L. J. Povse 2. P. Papillion 3. R. D. Richardson 4. J. D. McPhail	945-6118 945-4384 (713) 338-1828 (713) 280-0529
1-1-4	Saltwater Pump House	1. J. F. Couch 2. R. W. Fransham 3. D. D. Kos 4. R. A. Forsthoffer	938-3611 (713) 482-5216 (713) 481-6394 (713) 532-2293
1-2-1	South Storage and Docks 2 & 3	1. B. Whelton 2. M. Witt 3. D. Paganucci 4. P. Clemens 5. P. K. Saunders	935-5057 (713) 482-2779 938-0398 (713) 480-7280 (713) 332-0331
	AN & VAM Storage Tanks		
	Oxo Alcohol Storage Tank 48T13-4	1. E. Doty 2. R. F. Steber 3. J. G. Trafton 4. J. D. McPhail	945-6293 (713) 534-6695 (713) 534-7424 (713) 280-0529
	SM Storage Tanks	1. J. F. Couch 2. R. W. Fransham 3. D. D. Kos 4. R. A. Forsthoffer	938-3611 (713) 482-5216 (713) 481-6394 (713) 532-2293
	Radioactive Source Stg.	1. I. O. Broussard 2. M. T. Caban 3. W. D. Martin	(713) 337-4109 (713) 480-5048 (713) 332-2989

*IN ALL EMERGENCIES, CALL: 1. G. A. Orum - (409) 986-5122
2. C. A. Coburn - (713) 331-6892

-IN MAJOR EMERGENCIES NOT REQUIRING A FIRE OR SPILL ALARM (INCLUDING MAJOR POWER OUTAGES), CALL: G. L. Tromblee - (713) 486-5627/Pager # 88-620-7345.

For Off-Hour Paging, see Page 14.

SC

005321

PROCEDURE BULLETIN - STERLING

FIRE AND SPILL NOTIFICATION LIST - OFF HOURS

CODE	LOCATION	NAME	PHONE NO.
1-2-2	Depts. 14 & 16 SM Distillation	1. J. F. Couch	938-3611
		2. D. A. Howard	(713) 534-4766
		3. R. C. Willis	945-4933
		4. J. R. Grannon	(713) 996-0457
		5. R. W. Fransham	(713) 482-5216
		6. D. D. Kos	(713) 481-6394
		7. R. A. Forsthoffer	(713) 532-2293

1-2-3	Old Dept. 5&7	1. R. C. Willis	945-4933
		2. D. A. Howard	(713) 534-4766
		3. J. F. Couch	938-3611
		4. D. D. Kos	(713) 481-6394
		5. R. A. Forsthoffer	(713) 534-2293

1-3-1	Styrene, ACY, and Acetone Loading Racks & Adjacent Storage Tanks	1. B. Whelton	935-5057
		2. M. Witt	(713) 482-2779
		3. D. Paganucci	938-0398
		4. P. Clemens	(713) 480-7280
		5. P. K. Saunders	(713) 332-0331

PEB, EB, Benzene Muriatic & AlCl ₃ Storage Tanks	1. D. A. Howard	(713) 534-4766
	2. J. R. Grannon	(713) 996-0457
	3. R. C. Willis	945-4933
	4. D. D. Kos	(713) 481-6394
	5. R. A. Forsthoffer	(713) 532-2293

Loading Racks	1. B. Whelton	935-5057
	2. M. Witt	(713) 482-2779
	3. P. M. Clements	(713) 480-7280
	4. D. Paganucci	938-0398
	5. P. K. Saunders	(713) 332-0331

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2. C. A. Coburn- (713) 331-6892

IN MAJOR EMERGENCIES NOT REQUIRING A FIRE OR SPILL ALARM (INCLUDING MAJOR POWER OUTAGES), CALL: G. L. Tromblee, (713) 486-5627/Pager # 88-620-7345.

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005322

PROCEDURE BULLETIN - STERLING**FIRE AND SPILL NOTIFICATION LIST - OFF HOURS**

<u>CODE</u>	<u>LOCATION</u>	<u>NAME</u>	<u>PHONE NO.</u>
1-3-2	Dept. 13	1. D. A. Howard (713) 534-4766 2. J. R. Grannon (713) 996-0457 3. R. C. Willis 945-4933 4. D. D. Kos (713) 481-6394 5. R. A. Forsthoffer (713) 532-2293	
1-3-3	Dept. 15 Dehydro	1. G. R. Olson (713) 925-7444 2. R. W. Fransham (713) 482-5216 3. D. D. Kos (713) 481-6394 4. R. A. Forsthoffer (713) 532-2293	
1-3-4	EB Plant and Sphere Tanks	1. D. A. Howard (713) 534-4766 2. J. R. Grannon (713) 996-0457 3. R. C. Willis 945-4933 4. D. D. Kos (713) 481-6394 5. R. A. Forsthoffer (713) 532-2293	
	Dehydro Flare	1. G. R. Olson (713) 925-7444 2. R. W. Fransham (713) 482-5216 3. D. D. Kos (713) 481-6394 4. R. A. Forsthoffer (713) 532-2293	
	Natural Gas Metering Station	1. L. J. Povse 945-6118 2. P. Papillion 945-4384 3. R. D. Richardson (713) 338-1828 4. J. D. McPhail (713) 280-0529	
1-4-1	Old Pilot Plant and Warehouses	1. D. Paganucci 938-0398 2. R. M. Curtis (713) 481-0643 3. C. M. Kibikas (713) 482-2914 4. P. Clemens (713) 480-7280 5. P. K. Saunders (713) 332-0331	
1-4-2	Dept. 10 Control House Heavy Equipment	1. E. H. Dowden 925-5731 2. J. M. Gatewood 986-7256 3. R. L. Hammond (713) 488-1015	
*IN ALL EMERGENCIES, CALL:			
		1. G. A. Orum - (409) 986-5122 2. C. A. Coburn- (713) 331-6892	

IN MAJOR EMERGENCIES NOT REQUIRING A FIRE OR SPILL ALARM (INCLUDING MAJOR POWER OUTAGES), Call: G. L. Tromblee (713) 486-5627/Pager # 88-620-7345.

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ORIGINAL
ISSUE

10/01/87

REVISED

PAGE

3 OF

14

LAM006534

PROCEDURE BULLETIN - STERLING

FIRE AND SPILL NOTIFICATION LIST - OFF HOURS

CODE	LOCATION	NAME	PHONE NO.
1-4-3	Zone I Office Building - Straus A/C	1. F. Gorski	945-5442
		2. J. M. Gatewood	986-7256
		3. R. L. Hammond	(713) 488-1015
	Cooling Tower #1 EB Flare and EB Metering Station	1. D. A. Howard	(713) 534-4766
		2. J. R. Grannon	(713) 996-0457
		3. R. C. Willis	945-4933
		4. D. D. Kos	(713) 481-6394
		5. R. A. Forsthoffer	(713) 532-2293
2-1-1	Ship Dock #1	1. B. Whelton	935-5057
		2. M. Witt	(713) 482-2779
		3. D. Paganucci	938-0398
		4. P. M. Clemens	(713) 480-7280
		5. P. K. Saunders	(713) 332-0331
2-1-2	Shops	1. I. W. Cole	(713) 585-8671
		2. J. M. Gatewood	986-7256
		3. R. L. Hammond	(713) 488-1015
	Stores	1. M. R. Lee	(713) 480-3602
		2. C. A. Mata	(713) 332-6055
		3. R. L. Hammond	(713) 488-1015
2-2-1	South 22 Tank Stg	1. B. Whelton	935-5057
		2. M. Witt	(713) 482-2779
		3. D. Paganucci	938-0398
		4. P. M. Clemens	(713) 480-7280
		5. P. K. Saunders	(713) 332-0331
	Acetic Acid Tank	1. K. W. Gore	935-3215
		2. C. M. Cruse	(713) 337-3658
		3. R. A. Hernandez	948-4624
		4. J. D. McPhail	(713) 280-0529

SC 005324

*IN ALL EMERGENCIES, CALL: 1. G. A. Orum - (409) 986-5122
2. C. A. Coburn- (713) 331-6892

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PROCEDURE BULLETIN - STERLING

FIRE AND SPILL NOTIFICATION LIST - OFF HOURS

<u>CODE</u>	<u>LOCATION</u>	<u>NAME</u>	<u>PHONE NO.</u>
(South 22 Tank Storage Continued from Page 4)			
2-2-1	Styrene Tanks	1. J. F. Couch	938-3611
		2. R. W. Fransham	(713) 482-5216
		3. D. D. Kos	(713) 481-6394
		4. R. A. Forsthoffer	(713) 532-2293

	Caustic Tank	1. C. Barger	945-5542
		2. D. Harstad	(713) 337-4483
		3. D. A. Barfoot	(713) 532-1750
		4. R. A. Forsthoffer	(713) 532-2293

	Esters Tank	1. E. Doty	945-6293
		2. T. G. Winnike	925-7433
		3. J. G. Trafton	(713) 534-7424
		4. J. D. McPhail	(713) 280-0529

	Oxo-Alcohol/ Olefin	1. E. Doty	945-6293
		2. R. F. Steber	(713) 534-6695
		3. J. G. Trafton	(713) 534-7424
		4. J. D. McPhail	(713) 280-0529

	Orthoxylene	1. R. Istre	
		2. K. J. Nielsen	(713) 996-9759
		3. J. G. Trafton	(713) 534-7424
		4. J. D. McPhail	(713) 280-0529

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SC

005325

PROCEDURE BULLETIN - STERLING**FIRE AND SPILL NOTIFICATION LIST - OFF HOURS**

CODE	LOCATION	NAME	PHONE NO.
2-2-2	Power 2 and Water Treating	1. L. J. Povse	945-6118
		2. P. Papillion	945-438-
		3. R. D. Richardson	(713) 388-1828
		4. J. D. McPhail	(713) 280-0529

2-2-3	AN Loading - Truck Loading & South Half of North Storage	1. M. Witt	(713) 482-2779
		2. B. Whelton	935-5057
		3. D. Paganucci	938-0398
		4. P. Clemens	(713) 480-7280
		5. P. K. Saunders	(713) 332-0331

	Ammonia Bullets & Propylene Bullets	1. D. Koster	(713) 331-0435
		2. M. J. Sweeney	(713) 482-4895
		3. M. T. Devore	(713) 486-9887
		4. D. K. DeNicola	(713) 996-8230
		5. R. Forsthoffer	(713) 532-2293

	I&E Main Shop	*1. A. R. Mathison	(713) 331-6088
		2. W. Noel	(713) 481-6641
		3. Jack Wilkers	941-1641
		4. J. D. Kemmerling	925-6984
		5. W. V. O'Donnell	(713) 486-7920
		6. R. L. Hammond	(713) 488-1015

	HCN Storage	1. C. Barger	945-5542
		2. D. H. Harstad	(713) 337-4483
		3. D. A. Barfoot	(713) 532-1750
		4. R. A. Forsthoffer	(713) 532-2293

2-3-1	Plant Air Dept. 984	1. L. J. Povse	945-6118
		2. P. Papillion	945-4384
		3. R. D. Richardson	(713) 388-1828
		4. J. D. McPhail	(713) 280-0529

	Cooling Tower *3	1. J. M. Hennington	(713) 332-5028
		2. L. I. Baker	938-1074
		3. R. A. Hernandez	948-4624
		4. J. D. McPhail	(713) 280-0529

005326

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2. C. A. Coburn- (713) 331-6892

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ORIGINAL ISSUE	10/01/87	REVISED	PAGE	6 OF	14
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LAM006537

PROCEDURE BULLETIN - STERLING**FIRE AND SPILL NOTIFICATION LIST - OFF HOURS**

CODE	LOCATION	NAME	PHONE NO.
2-3-2	Depts. 19, 23, 25, 27 and 29	1. C. Barger 2. D. H. Harstad 3. D. A. Barfoot 4. R. A. Forsthoffer	945-5542 (713) 337-4483 (713) 532-1750 (713) 532-2293
2-3-4	North Half of North Storage AN Tanks	1. J. Butler 2. M. J. Sweeney 3. M. T. Devore 4. D. K. DeNicola 5. R. A. Forsthoffer	938-1739 (713) 482-4895 (713) 486-9887 (713) 996-8230 (713) 532-2293
	Dept. 48/56 Tanks	1. E. Doty 2. T. G. Winnike 3. J. G. Trafton 4. J. D. McPhail	945-6293 925-7433 (713) 534-7424 (713) 280-0529
	Benzene Tanks (14T11)	1. D. A. Howard 2. J. R. Grannon 3. R. C. Willis 4. D. D. Kos 5. R. A. Forsthoffer	(713) 534-4766 (713) 996-0457 945-4933 (713) 481-6394 (713) 532-2293
2-3-5	Truck Scale	1. M. Witt 2. B. Whelton 3. D. Paganucci 4. P. Clemens 5. P. K. Saunders	(713) 482-2779 935-5057 938-0398 (713) 480-7280 (713) 332-0331
2-4-1	Dept. 51 Acrylonitrile Purification South Area	1. J. Butler 2. M. J. Sweeney 3. M. T. Devore 4. D. K. DeNicola 5. R. A. Forsthoffer	938-1739 (713) 482-4895 (713) 486-9887 (713) 996-8230 (713) 532-2293
2-4-2	Dept. 51 Acrylonitrile Reaction Area	1. D. Koster 2. M. J. Sweeney 3. M. T. Devore 4. D. K. DeNicola 5. R. A. Forsthoffer	(713) 331-0435 (713) 482-4895 (713) 486-9887 (713) 996-8230 (713) 532-2293

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2. C. A. Coburn - (713) 331-6892

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ORIGINAL
ISSUE

10/01/87

REVISED

PAGE

7 OF

14

SC

005327

LAM006538

PROCEDURE BULLETIN - STERLING

FIRE AND SPILL NOTIFICATION LIST - OFF HOURS

CODE	LOCATION	NAME	PHONE NO.
2-4-3	Dept. 44/45/46 Methanol/Syn Gas	1. J. M. Hennington	(713) 332-5028
		2. L. I. Baker	938-1074
		3. R. A. Hernandez	948-4624
		4. J. D. McPhail	(713) 280-0529

2-4-4	Warehouses A,B,C	1. M. R. Lee	(713) 480-3602
		2. C. A. Mata	(713) 332-6055
		3. R. L. Hammond	(713) 488-1015

	Esters Rack	1. M. Witt	(713) 482-2779
		2. B. Whelton	935-5057
		3. D. Paganucci	938-0398
		4. P. Clemens	(713) 480-7280
		5. P. K. Saunders	(713) 332-0331

	Natural Gas Metering Station	1. L. J. Povse	945-6118
		2. P. Papillion	945-4384
		3. R. D. Richardson	(713) 338-1828
		4. J. D. McPhail	(713) 280-0529

3-1-1	Dept. 53	1. R. Istre	925-3317
		2. K. J. Nielsen	(713) 996-9759
		3. J. G. Trafton	(713) 534-7424
		4. J. D. McPhail	(713) 280-0529

3-1-2	Dept. 50	1. K. W. Gore	935-3215
		2. C. M. Cruse	(713) 337-3658
		3. R. A. Hernandez	948-4624
		4. J. D. McPhail	(713) 280-0529

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SC 005328

PROCEDURE BULLETIN - STERLING

FIRE AND SPILL NOTIFICATION LIST - OFF HOURS

CODE	LOCATION	NAME	PHONE NO.
3-1-3	PA Storage Tanks	1. K. J. Nielsen	(713) 996-9759
		2. W. H. Temple	(713) 534-2360
		3. J. G. Trafton	(713) 534-7424
		4. J. D. McPhail	(713) 280-0529

	Cooling Tower 8	1. E. Doty	945-6293
	Dept. 48/56	2. T. G. Winnike	925-7433
		3. R. F. Steber	(713) 534-6695
		4. J. G. Trafton	(713) 534-7424
		5. J. D. McPhail	(713) 280-0529

	Incinerator 895.60	1. C. Barger	(713) 484-2371
		2. D. T. Yieh	(713) 484-2371
		3. B. Kam	(713) 338-1835
		4. D. A. Barfoot	(713) 532-1750
		5. R. A. Forsthoffer	(713) 534-2293

	Zone 3	1. J. E. Horan	945-3630
	Maintenance Bldg	2. E. P. Bailey	(713) 333-3832
		3. R. L. Hammond	(713) 488-1015

3-1-4	E,F,G Warehouses,	1. M. R. Lee	(713) 480-3602
		2. C. A. Mata	(713) 332-6055
		3. R. L. Hammond	(713) 488-1015

	Capital Projects	1. R. Dennis	(713) 486-1573
	Offices & Whse	2. W. R. Bobo	(713) 747-4327
	Shops	3. R. L. Hammond	(713) 488-1015

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SC

005329

PROCEDURE BULLETIN - STERLING

FIRE AND SPILL NOTIFICATION LIST - OFF HOURS

<u>CODE</u>	<u>LOCATION</u>	<u>NAME</u>	<u>PHONE NO.</u>
3-2-1	Old Dept. 41	(Dismantled Area)	
3-2-2	Depts 48 & 56	1. E. Doty 2. T. G. Winnike 3. R. F. Steber 4. J. G. Trafton 5. J. D. McPhail	945-6293 925-7433 (713) 534-6695 (713) 534-7424 (713) 280-0529
3-2-3	Dept. 33	1. C. Barger 2. D. T. Yieh 3. B. Kam 4. D. A. Barfoot 5. R. A. Forsthoffer	(713) 484-2371 (713) 484-2371 (713) 338-1835 (713) 532-1750 (713) 534-2293
	West I&E Shop	1. C. Coulston 2. F. Koster 3. W. V. O'Donnell 4. R. L. Hammond	986-5472 (713) 393-3633 (713) 486-7920 (713) 488-1015
3-3-1	Old Dept. 42 and PE Warehouse	(Dismantled Area)	
3-3-2	Old 35F	(Dismantled Area)	
3-3-3	Old Dept. 35P	1. E. Doty 2. T. G. Winnike 3. J. G. Trafton 4. J. D. McPhail	945-6293 925-7433 (713) 534-7424 (713) 280-0529
3-4-2	West Gatehouse & Locker Bldg	1. H. W. Robinson 2. P. K. Saunders	986-5036 (713) 332-0331
*IN ALL EMERGENCIES, CALL:			
		1. G. A. Orum - (409) 986-5122 2. C. A. Coburn- (713) 331-6892	

IN MAJOR EMERGENCIES NOT REQUIRING A FIRE OR SPILL ALARM (INCLUDING MAJOR POWER OUTAGES), CALL: G. L. Tromblee (713) 486-5627/Pager #88-620-7345.

*For Off-Hour Paging, see Page 14.

SC 005330

PROCEDURE BULLETIN - STERLING**FIRE AND SPILL NOTIFICATION LIST - OFF HOURS**

<u>CODE</u>	<u>LOCATION</u>	<u>NAME</u>	<u>PHONE NO.</u>
3-4-3	West Methanol Tanks 50T530-1&2	1. K. W. Gore 2. C. M. Cruse 3. R. A. Hernandez 4. J. D. McPhail	935-3215 (713) 337-3658 948-4624 (713) 280-0529
4-1-1	South Half of North 68 Stg. EB Tanks (14T12-2&3)	✓ 1. D. A. Howard ✓ 2. J. R. Grannon ✓ 3. R. C. Willis ✓ 4. D. D. Kos ✓ 5. R. A. Forsthoffer	(713) 534-4766 (713) 996-0457 945-4933 (713) 481-6394 (713) 532-2293
	Dock 4	1. B. Whelton 2. M. Witt 3. D. Paganucci 4. P. Clemens 5. P. K. Saunders	935-5057 (713) 482-2779 938-0398 (713) 480-7280 (713) 332-0331
4-1-2	Dock 5	1. B. Whelton 2. M. Witt 3. D. Paganucci 4. P. Clemens 5. P. K. Saunders	935-5057 (713) 482-2779 938-0398 (713) 480-7280 (713) 332-0331
4-1-3	North Half of North 68 Stg. Styrene and Toluene Tanks (16T19-5,6) (16T20-2)	1. J. F. Couch 2. R. W. Fransham 3. D. D. Kos 4. R. A. Forsthoffer	938-3611 (713) 482-5216 (713) 481-6394 (713) 532-2293
4-1-4	North 68 ACY Storage and Acetone Stg	1. C. Barger 2. D. Harstad 3. D. A. Barfoot 4. R. A. Forsthoffer	945-5542 (713) 337-4483 (713) 532-1750 (713) 532-2293
4-2-1	Ammonia Storage & Distribution	1. D. L. Davidson 2. P. Papillion 3. R. D. Richardson 4. J. D. McPhail	(713) 482-5048 945-4384 (713) 388-1828 (713) 280-0529
*IN ALL EMERGENCIES, CALL:			
		1. G. A. Orum - 2. C. A. Coburn-	(409) 986-5122 (713) 331-6892

IN MAJOR EMERGENCIES NOT REQUIRING A FIRE OR SPILL ALARM (INCLUDING MAJOR POWER OUTAGES), CALL: G. L. Tromblee (713) 486-5627/Pager #88-620-7345.
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10/01/87

REVISED**PAGE**

11 OF

14

LAM006542

PROCEDURE BULLETIN - STERLING

FIRE AND SPILL NOTIFICATION LIST - OFF HOURS

CODE	LOCATION	NAME	PHONE NO.
4-2-2	Dept 513 Waste Water Treatment	1. D. L. Davidson 2. P. H. Walzel 3. D. R. Richardson 4. J. D. McPhail	(713) 482-5048 925-1192 (713) 388-1828 (713) 280-0529
4-3-1	North 68 Area & Lift Station & Benzene Tank	1. D. L. Davidson 2. P. H. Walzel 3. D. R. Richardson 4. J. D. McPhail	(713) 482-5048 925-1192 (713) 388-1828 (713) 280-0529
4-3-2	Salvage Area	1. M. R. Lee 2. T. Strickland 3. C. Mata 4. R. L. Hammond	(713) 480-3602 (713) 554-7100 (713) 332-6055 (713) 488-1015
5-1-1	Applications Bldg.	1. D. Paganucci 2. R. M. Curtis 3. C. M. Kibikas 4. P. Clemens 5. P. K. Saunders	938-0398 (713) 481-0643 (713) 482-2914 (713) 480-7280 (713) 332-0331
5-2-1	Research No. 2 and ARMS Bldg	Industrial Hygiene Mary Caban Bill Martin Control Lab J. G. Converse P. Clemens	(713) 480-5048 (713) 332-2989 (713) 532-1056 (713) 480-7280
5-2-2	Research No. 1 & Old Monomers Lab	1. H. W. Robinson 2. P. K. Saunders	986-5036 (713) 332-0331
5-2-3	Cafeteria and Medical	1. H. W. Robinson 2. M. T. Caban 3. P. K. Saunders	986-5036 (713) 480-5048 (713) 332-0331

*IN ALL EMERGENCIES, CALL: 1. G. A. Orum - (409) 986-5122
2. C. A. Coburn - (713) 331-6892

IN MAJOR EMERGENCIES NOT REQUIRING A FIRE OR SPILL ALARM (INCLUDING MAJOR POWER OUTAGES), CALL: G. L. Tromblee, (713) 486-5627/Pager No. 88-620-7345

PROCEDURE BULLETIN - STERLING

FIRE AND SPILL NOTIFICATION LIST - OFF HOURS

<u>CODE</u>	<u>LOCATION</u>	<u>NAME</u>	<u>PHONE NO.</u>
5-2-4	Main Office	1. G. W. Bostick	935-5144
		2. S. W. Wilhelm	345-4751
		3. R. L. Hammond	(713) 488-1015
		4. P. K. Saunders	(713) 332-0331

5-3-1	Locker Bldg No.1	1. C. A. Coburn	(713) 331-6892
		2. G. A. Orum	986-5122

	Main Gate and Purchasing	1. H. W. Robinson	986-5036
		2. J. Richards	938-3091
		3. P. K. Saunders	(713) 332-0331

5-3-2	Off-Site	1. George Orum	986-5122
		2. Pete Coburn	(713) 331-6892
		3. Mary Caban	(713) 480-5048

	Electrical Distribution Dept. 961	*1. A. R. Mathison	(713) 331-6088
		*2. W. Noel	(713) 481-6641
		3. Jack Wilkers	941-1641
		4. J. D. Kemmerling	925-6984
		5. W. V. O'Donnell	(713) 486-7920
	*Call both numbers for emergencies	6. R. L. Hammond	(713) 488-1015

	Out-of-plant pipeline (plant fire crews report to plant fire station)	1. S. Kasper	(713) 481-6592
		2. D. Paganucci	938-0398
		3. P. Clemens	(713) 480-7280
		4. G. A. Orum	986-5122
		5. P. K. Saunders	(713) 332-0331

*IN ALL EMERGENCIES, CALL:		1. G. A. Orum -	(409) 986-5122
		2. C. A. Coburn-	(713) 331-6892

-IN MAJOR EMERGENCIES NOT REQUIRING A FIRE OR SPILL ALARM (INCLUDING MAJOR POWER OUTAGES), CALL: G. L. Tromblee (713) 486-5627/Pager No. 88-620-7345.

*For Off-Hour paging, see Page 14

SC 005333

PROCEDURE BULLETIN - STERLING

APPENDIX A
P-0105

FIRE AND SPILL NOTIFICATION LIST - OFF HOURS

OFF-HOUR PAGING OF SAFETY STAFF

The following procedure should be used to notify either Pete Coburn or George Orum after normal working hours. This procedure will activate a digital pager.

1. Pick up the telephone and dial 88 for a Houston line.
2. When you have the dial tone, key in the following number:

Pete Coburn 792-9084
George Orum 928-0108

3. After you have dialed the number, you will hear a normal ring (or rings) followed by three beeps.
4. At this time, key in the number you want the person to call.

EXAMPLE: 409 942-3343

5. After you have entered the last number, press the pound sign (#) and hang up your phone.
6. If at any time you make a mistake when dialing your number, you can press the asterisk sign (*) and start over with your number.
7. After you have hit the # sign, hang up the phone and wait for them to call you.

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10/01/87

PAGE 14 OF 14

LAM006545

P-0105

SC 005317

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