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Monsanto

FROM: NAME & LOCATION:

George Chesnut 33D - Texas City

PLAINTIFF'S EXHIBIT

MON-1351

May 25, 1982

cc J.A. Glass
F.L. Menotti

SUBJECT MARCH SAFETY MEETING

REFERENCE

TO : K.E. Bretz

The subject of the March safety meeting was "Lockout Procedure for Equipment Preparation". Attached are copies of the material used.

ATTENDED:	L. Boggess	W. Lingenfelter
	D. Thomas	C. Holcomb
	L. Lessa	B. Heer
	G. Williamson	P. Scott
	A. Myers	M. Lemons
	A. Tovrea	A. Rains
	R. Johnson	H. Townsend

George Chesnut

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Attachments

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SAFETY MEETING - _____

LOCKOUT PROCEDURE FOR EQUIPMENT PREPARATION

Q U I Z

Check the statement you feel is the nearest to correct.

1. Lockout devices are used when:

- ☐ a. Equipment or systems that could cause injury to the craftsman are to be worked on.
- ☐ b. The chief operator or foreman feels they are needed.
- ☐ c. Visitors are scheduled to come to the unit and supervision wants to make a favorable impression.
- ☐ d. None of the above.

2. Locks are placed on the equipment by:

- ☐ a. All craftsmen performing work on the equipment.
- ☐ b. The chief operator.
- ☐ c. Both of the above.
- ☐ d. None of the above.

3. To lockout a pump motor, the lock is placed:

- ☐ a. At the pump switch.
- ☐ b. At the breaker.
- ☐ c. Both of the above.
- ☐ d. None of the above.

SAFETY MEETING -

LOCKOUT PROCEDURE FOR EQUIPMENT PREPARATION - continued
QUIZ

4. When working on a pump with an electric drive motor, locks must be placed:

- ☐ a. On the pump piping.
- ☐ b. On the electric motor breaker.
- ☐ c. Both of the above.
- ☐ d. None of the above.

5. When isolating a piping system, the safety requirements are satisfied when:

- ☐ a. Block valves are closed and bleeders are open.
- ☐ b. Block valves are closed and bleeders are open and a lock or carseal has been used to prevent movement of the valves.
- ☐ c. A Red Tag is placed on the piping.
- ☐ d. None of the above.

6. Locks or carseals are used on piping systems when:

- ☐ a. The piping contains toxic materials.
- ☐ b. The piping contains high pressure materials.
- ☐ c. The material in the system is at high temperature.
- ☐ d. All of the above.

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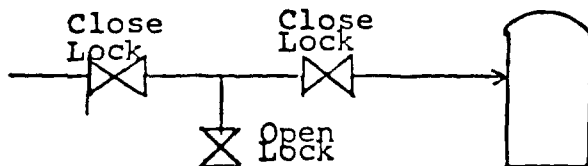
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SAFETY MEETING -
 LOCKOUT PROCEDURE FOR EQUIPMENT PREPARATION - cont'd.
 QUIZ

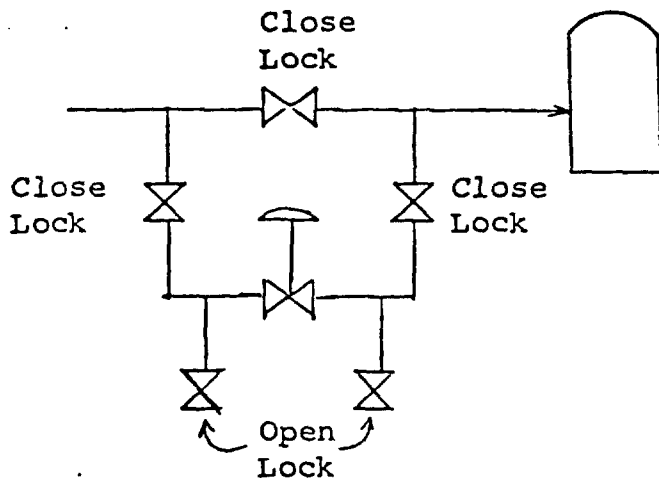
7. Which of the sketches below illustrates a double block and bleed?



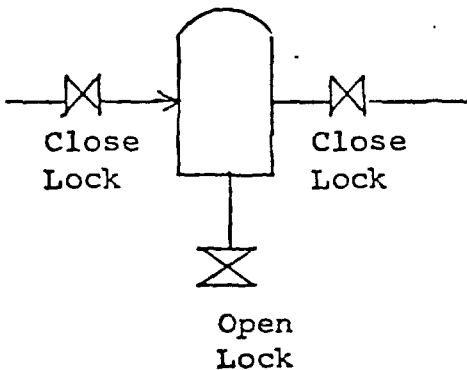
a.



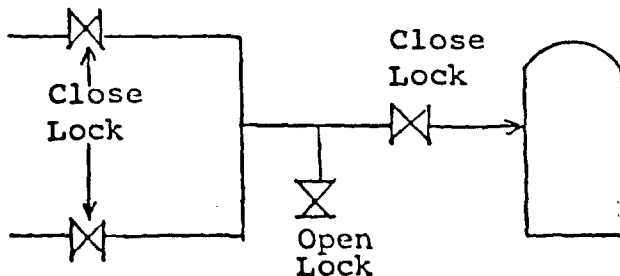
b.



c.



d.



SAFETY MEETING -

LOCKOUT PROCEDURE FOR EQUIPMENT PREPARATION - cont'd.
QUIZ

8. Locks are removed from equipment:

- ☐ a. At the end of the day shift.
- ☐ b. By craftsmen (his lock only) at the end of his shift.
- ☐ c. By everyone when the job is complete and the equipment is ready to operate.
- ☐ d. Only on instructions from the operating foreman.

9. Craft locks that have been left on equipment may be removed during off hours:

- ☐ a. When Operations thinks the job is complete.
- ☐ b. Only by the man to whom the lock is issued.
- ☐ c. When the job has been completed and the equipment has been inspected by the chief operator and the night superintendent.
- ☐ d. None of the above.

10. A review of lockout procedures:

- ☐ a. Serves no practical purpose.
- ☐ b. Provides a subject for safety meetings.
- ☐ c. Increases consistency throughout plant.
- ☐ d. None of the above.

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LOCKOUT PROCEDURES

Lockout devices are used to avoid inadvertent operation of piping systems and mechanical or electrical equipment.

All valves isolating piping must be locked with a padlock when two or more departments have joint responsibility, otherwise car-seals may be used. Each job must be considered individually, depending upon the severity of hazard.

Whenever a valve is controlled by a switch or sequencer from the panel board and no other block valve can be used to isolate the equipment or piping to be worked on, that switch must be in the off position and a lock-out device used (such as V5).

Mechanical equipment and all primary and secondary AC and DC circuits must be locked with padlocks.

The operating department will provide chains and lockout devices.

Whenever a job is to be done that requires a lockout, the chief operator is responsible for execution of instructions and following procedures to make the job safe. He will then have an "operations lock" installed on the proper equipment, circuit breaker or valve. One mechanic from each craft will see that his lock is installed by the operator who will then test the effectiveness of the lockout.

When work is completed, maintenance should remove their lock. The last craft to remove his lock is to notify operations who will check for completeness of job and remove the "operations lock."

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LOCKOUT PROCEDURES

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Lockout work which is not completed at the end of the work day should be noted in the chief operators' log.

When a craft lock is left on, and the job is thought to have been completed, it must be removed by the night supt. only after he and the chief operator agree that all is safe.

Refer to Bulletin P-0120 for more complete details.