



HAVEG INDUSTRIES, INC. - WILMINGTON OPERATIONS

SAFETY MEETING

GENERAL MINUTES

March 13, 1969

1. Call to order and prayer
2. Attendance taken by Secretary

J. Cregg - Chairman	G. Lofland	A. McWilliams
C. Deptula - Plant Nurse	E. O'Neill	M. Jensen
E. Tull - Employee Relations	P. Norris	W. Gares
S. Gosnay - Union Representative	A. McWilliams	J. Pio

Members Absent - W. Gares

3. Introduction of visitors - J. M. Ward, H. B. Haney, and G. L. Squire.
4. Minutes of last meeting approved as read.
5. UNFINISHED BUSINESS & OLD RECOMMENDATIONS NOT DISPOSED OF:
 1. Plastic Products Department hazards previously reported:
 - b. Oil on floor in press room much improved. Committee suggested retaining recommendation for at least one more meeting.
 - c. Guard on feed side of skiver. Hold for further investigation.
 2. J. Cregg will submit additional information at next meeting concerning duct collection methods in building #30 (lower end).

Mr. Ward interjected at this point that he had recently observed employees not wearing dust masks while sanding. This is a compulsory safety regulation and must be strictly observed.
 3. Minicel storage - back parking lot. Conditions have improved. Specific area will be established for storage use.
 4. Ladder for fume duct rack - Investigation for reworking hook for obtaining molds. This would eliminate need for ladder.
 5. Waiting for decision from fire insurance company regarding smoking areas in Plastic Products Department.
6. RECOMMENDATIONS COMPLETED SINCE LAST MEETING:
 - (232) Proper loading ramp in Plastic Products.

Ramp is in use.

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<u>Department</u>	<u>Group Meetings</u>	<u>Discussions</u>	<u>Slides</u>	<u>Housekeeping</u>
Lab.	0	3	0	Excellent
Plastic Prod.	0	0	0	Excellent
Plastic Prod. Maint.	0	0	0	Poor
Second Shift	No Report			Poor
Parking Lot				Excellent
Ground - Front				Excellent

9. NEW RECOMMENDATIONS AND OTHER COMMITTEE REMARKS:

1. Four new slides available for safety group meetings:

- a. How to Fight Fires
- b. Safety Attitudes
- c. How to Prevent Falls
- d. How to Stop Shock

Schedule through Personnel.

- 2. Signs designating housekeeping responsibility in plant should be revised.
- 3. Review responsibility of foremen in completing accident report investigation forms.
- 4. Review fire crews; revise where necessary.

(233) Saw - Minicel - P. Norris appointed to investigate following with J. Cregg:

- a. Handle on saw carriage.
- b. Stop guard.
- c. Reinforced table.
- d. Broken platform.

(234) Overhead door - Minicel mixing

J. W. Cregg will review prior to next meeting.

10. Remarks of special guests:

J. M. Ward - Complimented past chairman, W. Reybold, on accomplishments and progress of safety program and requested continued support and cooperation with new chairman.

H. B. Haney - Complimented Wilmington Operation Program. Explained that his recent appointment will add more emphasis at the Corporate level and assured the committee of continued management support.

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11. Meeting adjourned - 4:20 P.M.

Next meeting: April 10, 1969
3:00 P.M.

Betty Tull
Committee Secretary

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