DU PONT
REG U S PAT OFF

Engineering Department

CONSTRUCTION DIVISION

SAFETY PROGRAM

1953

[redacted]

DUP 9918615

DU 032196

PLAINTIFF'S
EXHIBIT
DUP-2268

GRAPHIC SAFETY ENGINEERING
SEQUENCE OF FUNCTIONS
Safety Engineering

DUP 0918616

Division Safety Program • 1953

Phase One

(Major Techniques)

The techniques proven valuable in past years such as

(A) STA
(B) VFR
(C) "A" Formula (by areas)
(D) Screening (as in 1952 program)

will be continued in application with increased effectiveness applied and anticipated

One or two paragraphs written on the back side of the monthly log sheet with calculations where they apply, will suffice for reporting each of (A), (B), (C), and (D)

There are to be no citation flags applying in 1953, however, any project experiencing a VFR greater than one (1) will be investigated promptly

AIMS FOR ACTIONS
DO
MAKE MONEY

Phase Two

(Initiative)

Effective January 1, 1953, each person whose name appears on the project's formal organization chart will be required to make a statement on a card provided by the division safety office. (Gang foreman optional)

This statement may be as long or short as the individual sees fit, and shall be entered immediately below the printed heading on the card "This I did" The statement must indicate, describe, convince, and relate anything done on the individual's own initiative which is a valid, practical, successful contribution toward the factual accomplishment of "no accidents" That which will be credited highest are those actions taken, out of *personal initiative*, which in proven application go far in influencing to an *lasting* a degree as may be evident, the safety consciousness of any group, large or small, and in any important way (Do not turn in philosophy or suggestions just "This I did")

Mechanics of application of cards

The local safety office will place these cards in a rack monthly on the first day of each month just outside the safety office door The cards must be picked up by the addressee within five days They must be turned in locally by the 25th of the same month No general notices will be routed regarding due dates In order to elicit quality, each project may select those cards deemed effective and of highest quality up to 20% of the total As recognition, the best 20% (This is a leveling factor) may be submitted to the division safety superintendent's office by the third working day of the following month Of the 20% submitted, the division safety office will in the best instances award a gold plumb bob and oak leaf cluster in lapel case with a letter from appropriate Wilmington management, with copies to personnel file. Should individuals who have already been awarded the gold plumb bob deserve recognition on subsequent occasions it should be made known that further reward for such individuals has been planned and will be acted upon as merited

You will please take note of the limits of this program) This has been intentionally so arranged due to the fact that until the general program of plan-observing of our larger and traditional items dwindle or is no longer considered necessary for a program of this type to divide upon to alternates and long accepted visitor requirements

Phase Three

(Fundamental "How")

Each project safety engineer will be issued a graphic safety engineering chart, along with an explanatory booklet for proper and complete use of the chart.

The data on the chart is our total safety program in Du Pont construction and represents in broad form the *administrative, control, method, application,* and *facilities,* requirements on every one of our jobs, large or small. The objective in 1953 is to make absolutely certain that each of the sixty segments under the five principal headings are in effect at maximum efficiency, according to the needs of every project All projects may expect at any time or from time-to-time a review by the division safety office of the degree and quality of compliance to all segments of this chart. The chart will hereafter serve as a check instrument by the division safety office during personal visits Unsatisfactory performance under any segment will be pinpointed with explanations prior to the visitor's departure from the site in the interest of effective program coverage

PERFECTION
IS
THE GOAL

DUP 0918617

DU 032198

Safety Program • 1954

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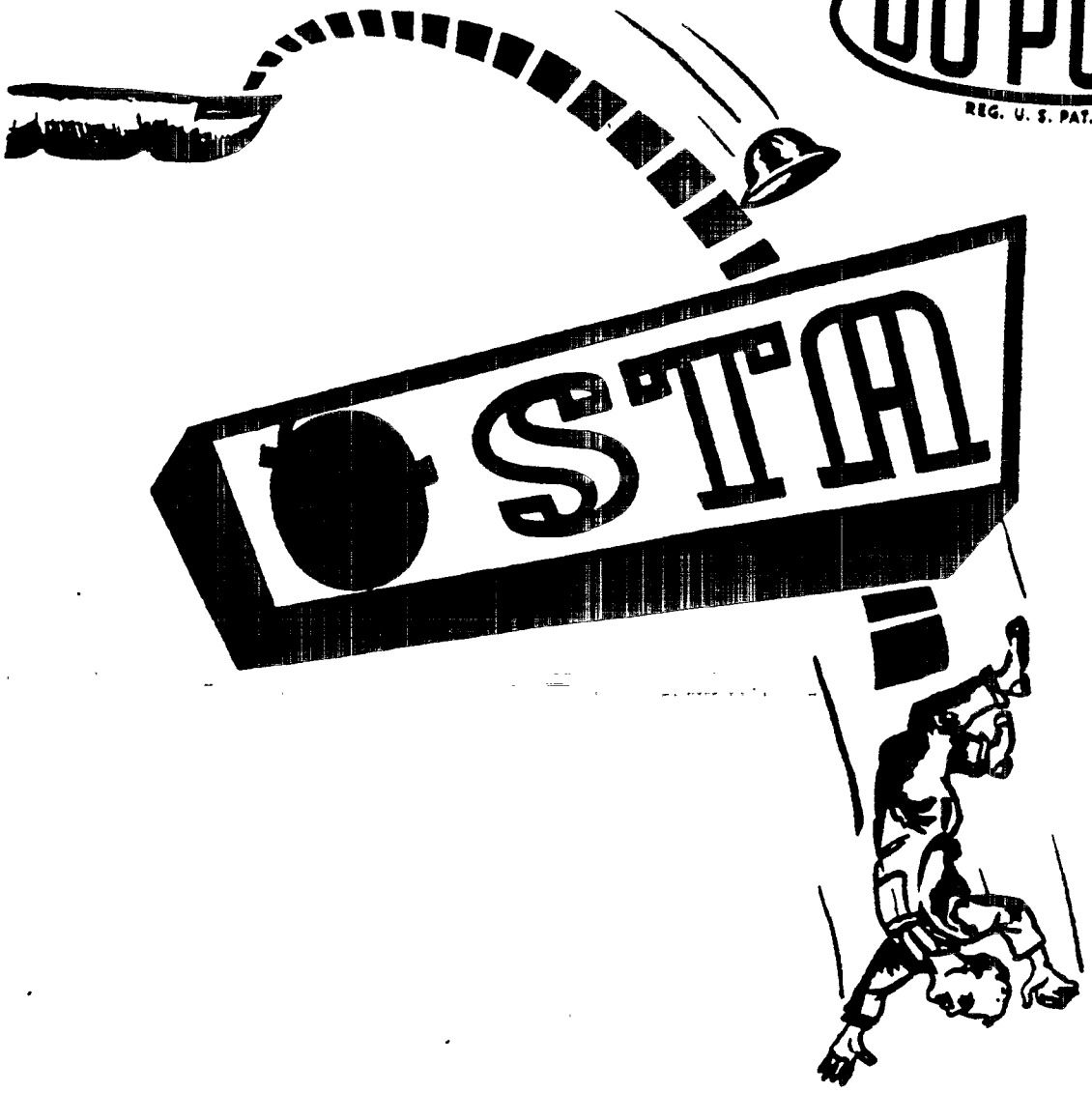


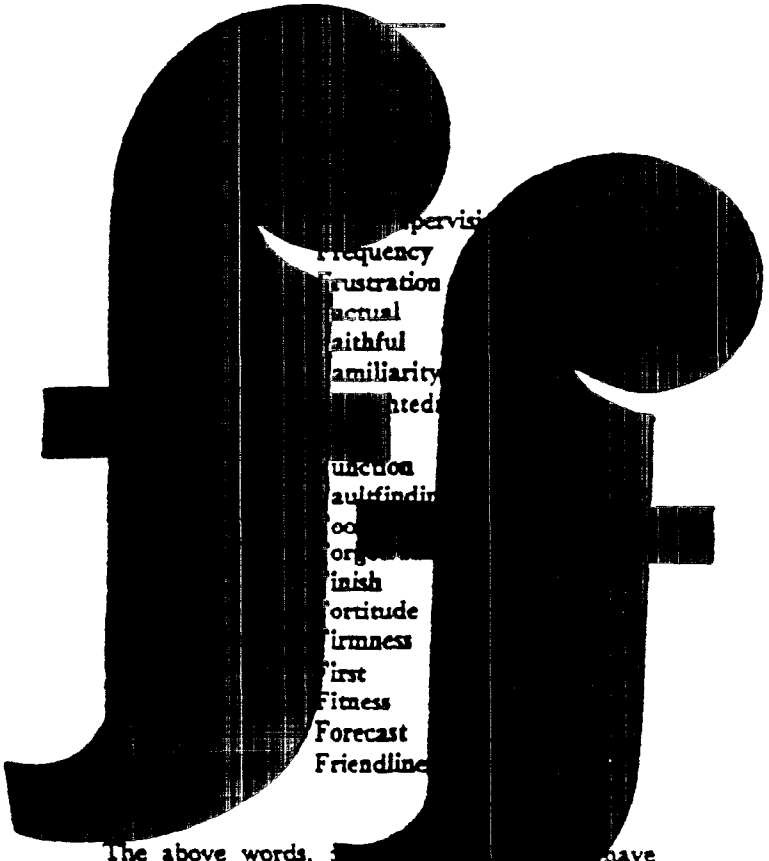
DUP 0918618

Engineering Department

CONSTRUCTION DIVISION

DU 032199

FINGERS
FALLS
FUNCTIONS



The above words, [illegible] have much to do with Safe[illegible]der. We are requesting that thes[illegible]ed as a title for Foreman's Forecast editorial page in weeks to come. This, as you might surmise, is recommended in order to help accentuate the theme of ff—f.

DUP 0918619

Safety Program • 1954

Human fingers rock the cradle; they signed the Declaration of Independence; they perform life-prolonging surgery. Fingers attuned to intellectual minds produced the electron microscope, television and penicillin. Fingers in our human existence, of course, are indispensable.

DURING the last several years, 85% of our major tabulatable injuries resulted from injuries to fingers, and from the falls of persons. Because of this, and out of consideration of the above, weeks and months of study have led us to conclude that the Safety Program for 1954 must, logically, include and be built around great emphasis on FINGERS and FALLS.

*1. Fingers and Falls**

Advertise, post, proclaim and broadly publicize a concerted action having to do with the prevention of FINGERS and FALLS accidents through a sectionalized program of "‡‡-STA." This is to mean that over and above all general and basic function for safety, major emphasis is to be placed on S.T.A. having to do with FINGERS and FALLS, *and that all S.T.A. must include* "‡‡-STA" *irrespective of other S.T.A. requirements.*

(a) "‡‡-STA" signs and placards especially designed for the purpose (note style symbols) are to be adequately posted all over each project. These are to be *maintained throughout the entire 12 months of the year.*

(b) The sites are requested to adopt whatever phrases for verbal or poster use which may be practicable to get and maintain emphasis on FINGERS and FALLS. (Catch phrases, discreet slogans, time card imprints, banners, loud speaker work and forms of personal greetings, stationery and print markings are the better known of the publicizing media for job saturation in any given subject by past experience.)

(c) "‡‡" must be discussed at *every tool box meeting, every staff meeting, every planning meeting* and *every mass meeting throughout the entire year.*

*See pages 6 & 8 of Playbook.

2. Functions

(See "Graphic Safety Engineering" Chart, for the number and types of functions and considerations required.)

It is recognized and can rightfully be claimed that more safety work is done by moment-to-moment word of mouth and other opportunities for oral expression than through written means. It is, nevertheless, a file folder that proves the most in the safety engineer's responsibility of follow-up investigation. There is no better proof of "doing" than the "record." Therefore, each person on the organization chart down to, but not including, gan foremen, is to set up and keep a personal folder i his files. This folder shall contain copies of any an all communications originating in 1954 with an from that supervisory individual in behalf of safet This folder will be called for from any individua at any time through the local Field Project Man ger by the Division Safety Office and must b received within 72 hours of local receipt of reques Folders not received in the Division Safety Offic within the 72 hour period will be returne unopened. Folders meeting the time and conten requirements will be analyzed and commented o constructively and immediately returned. The loca safety supervisor should likewise interest himself i these folders. The purpose of folder inspection is t observe planning, anticipation, initiative, scope c coverage, and frequency of the types of safety cor sideration by the individual concerned, in his pos tion, and for the amount of time lapse in the yea

3. Techniques - Applicatio

We will continue to make active use of all of th techniques developed in the past, but special refe ence is made to the following:

(a) Graphic Safety Functions Chart and Bookle

(b) Violation Frequency Rate (daily count recon mended).

(c) The every task, (S.T.A.) requirement.

(d) "THIS I DID" (as amended for 1954 following —the "THIS I DID" program of 1953 will b discontinued despite the great benefits achieve therefrom; except, that in order to permit non citation winners to continue to have an oppor tunity to win a gold plumb bob, the new rule will be as follows: The Division Safety Offic will accept during the first week of any mont (and only at that time) any contribution whic is complete and valuable enough for divisio application and adoption. Such contributio in 1954 will have to be worth 100 points whe first submitted. It need not be submitted on th conventional "This I Did" card. The earning points by accumulation will not prevail in 195 and points won in 1953 will not be counte

A "THIS I DID" Club will be forme early in 1954 which will include the posting citation winners' names at all sites on a stan ard display plaque.

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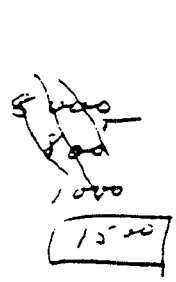
4. Conferenc

A Construction Division Safety Conference will b held for all principal safety personnel early i 1954 at a location to be announced.



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