



A Subsidiary of Union Pacific Corporation

 TRY
 CHM
 PERRYMAN
 LOVE:ESS

INTER-OFFICE CORRESPONDENCE

TO: CENTRAL SAFETY COMMITTEE

FROM: Braxton D. Routh

SUBJECT: Central Safety Committee Meeting

OFFICE: Safety

DATE: May 11, 1984

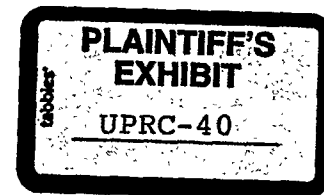
SAFETY & LOSS
CONTROL DEPT.

RETURN TO

The Central Safety Committee met at 2:30 p.m. on May 8, 1984.

Attendees:	R. E. Schneck	B. D. Routh
	J. W. Bryant	R. E. Story
	W. B. Duckworth	J. H. Tansey
	W. G. Miller	G. D. Whipple

Absentee: T. J. Grgurich



- I. The statistics on accidents to date were reviewed. There were no recordable injuries in April resulting in loss of time. This is the first month we have gone accident free since November 1983. To date there have been six reportable injuries - 4 in the Process Area, 1 in the Terminal and 1 in the Laboratory. All the employees are back to work. Our incident rate to date is 2.3 as opposed to 2.5 for the same time last year.

II. INFORMATION

- (a) There are 33 physical examinations scheduled for managers and professional staff members. The new procedure we have instituted is working well.
- (b) 573 pairs of safety shoes/boots have been ordered to date.
- (c) 18 employees are attending the fire school at Lamar University, along with one instructor. My report to date is that the school has been very successful.
- (d) We began using the fire training field on Tuesdays and Thursdays to train our personnel in basic fire fighting procedures in the event of an emergency. To date 102 employees have participated in this training.
- (e) To date 233 employees have been screened for potential aromatic exposure. Blood tests of the Maintenance personnel (East & West Plants) will be completed this month.
- (f) The Health and Safety Committee agenda was passed out and our first meeting with this group will be held Thursday afternoon, May 10. A report of this meeting is forthcoming.
- (g) We have received nothing in writing from OSHA since the closing conference. Mundy's two citations have been withdrawn.

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III. SAFETY MAINTENANCE WORK ORDER REPORT

Mr. Whipple discussed the safety work orders. Lag time seems to be a problem. The work orders for the Terminal walkways, submitted in the past, are not active. Information on the worst areas has been forwarded to the Terminal department for their review.

OTHERS

0 Bob Loveless is due to report in on May 16 and will fill a void in the Safety department.

0 There was a discussion on where the new fire trucks should be parked. Safety will review the possibilities of where these may be parked out of the elements.

0 Our hurricane plan needs to be reviewed since the hurricane season will begin June 1.

There being no further business the meeting adjourned at 3:23 p.m. The next Central Safety Committee meeting will be held June 12, 1984 at 2:00 p.m. in the Conference Room.


Braxton D. Routh

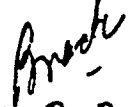
Distribution: R. E. Schneck
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T. J. Grgurich
W. G. Miller
R. E. Story
J. H. Tansey
G. D. Whipple

- VI. During the month of May safety meetings will be conducted at the Refinery Terminal Fire Company training field west of Koch Refinery, all attendees should participate. If unable to do so, employees should not be sent to the fire training grounds as bystanders. A memo will be sent to all cognizant supervisors.
- VII. A Defensive Driving Course will be held April 17th and 18th in the Safety Training Room from 5:30 p.m. - 9:30 p.m., and is open to all employees, spouses and children of driving age responsibility.
- VIII. Aromatic blood testing has been implemented during this month. 53 employees at the West Plant have completed this testing program. The program will be conducted at the East Plant in the Safety Training Room and supervisors will be notified to this effect.

OTHERS

- o The two fire trucks which arrived from Enid will be refurbished, checked and etc., and will be kept at the West Plant.
- o There was a discussion on possible disciplinary action to be taken when safety rules are violated in regards to accidents. Examples were given on past experience: Cooper, Hill, Friday, Isenberg, Thomas, Grigsby, Campos, and so forth.
- o Harry Edwards is visiting the plant this week looking at PNAs and airborne material at the West Plant.
- o Corrective measures have been taken to relieve the odors in the Blueprint room at the Poth Lane Building.
- o Harry Edwards discussed a computer monitor system for our chemicals whereby any time there is a release, the TLV is updated every 10 minutes along with the potential problems associated with it. This computerized program is outlined in Houston and it could be very important to our operations especially in a H₂S release. He suggested that staff members be selected to monitor this program in the near future.

There being no further business the meeting adjourned at 4:16 p.m. The next Central Safety Committee meeting will be held on Tuesday, May 8, 1984 at 2:00 p.m. in the Conference Room.


Braxton D. Routh

Distribution: R. E. Schneck
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CHILDERS
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INTER-OFFICE CORRESPONDENCE

RETURN TO

TO: CENTRAL SAFETY COMMITTEE
FROM: Braxton D. Routh
SUBJECT: Central Safety Committee Meeting

OFFICE: SAFETY & LOSS
DATE: March 1, 1984
CONTROL DEPT.

The Central Safety Committee met at 2:00 p.m. on February 14, 1984.

Attendees: R. E. Schneck R. E. Miller (G. D. Whipple)
J. W. Bryant W. G. Miller
W. B. Duckworth B. D. Routh
T. J. Grgurich R. E. Story
J. H. Tansey

Guest: Harry N. Edwards

- I. The statistics on accidents to date were reviewed. After showing video tapes of the two recent lost time accidents a short discussion ensued. The first one was the 90 Area employee who slipped over an empty gas cylinder and bruised his right foot. The second accident was the Laboratory employee who was burned when a LPG sample exploded. This accident interrupted the Laboratory's safety record of 13 years 4 months. OSHA has questioned laboratory personnel regarding possible ignition sources.
- II. Harry Edwards reported on his observations from his reports on Industrial Hygiene in 1983. The following are his comments:
- (a) OSHA inspector has looked at records and taken copies of a few of them so far.
 - (b) Benzene samples will be taken of barge unloading. Our monitoring should be broadened.
 - (c) Our hearing protection areas should be monitored.
 - (d) Supervision should be more specific as to safety procedures for new trainees in a department.
 - (e) H₂S does not pose a residual health problem. Odors are not necessarily health threatening.
 - (f) P & A is only a probable "bad actor" at the West Plant. This should be watched carefully.
 - (g) Discuss limit variances between inside and outside refinery fence.
 - (h) We should be cautious of allowing pregnant females into the plant areas.
(Example: Laboratory tour with the supervisor from a high school chemistry class.)
 - (i) The BTX unit is no longer high in concentrations of vapors. Covering pits help eliminate these vapors.
 - (j) Platformer area was high. Change in sample procedures to reduce air contamination is helpful.

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- (k) Dust is main problem in East Plant II. Change procedures to reduce amount of dust in air.
- (l) Terminal area is all right for lead. Sanitation has been very helpful.
- (m) Highest EDB level is at Knock Engine work area in the Terminal department.
- (n) Coker dust needs to be watched carefully. The coke handling contractors need to be aware of potential problems.

Recommendations for 1984:

1. It is planned to reduce air monitoring in the plant because most primary sources have been shut off. Plans will be formulated for Chrome in 1984.
2. It was pointed out that Mr. Schneck wants to set up a program to train all supervisors to recognize potential drug related problems. It was also pointed out that a definite Corporate policy regarding drugs and alcohol needs to be established.
3. In designing the new Laboratory 1 ppm of benzene should be the requirement to anticipate the forthcoming reduced standard. Disposition of samples in the Laboratory continues to be a problem. It was suggested that smaller samples be taken if this is practical.

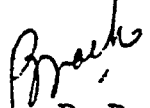
III. It was again pointed out that additional storage for Emergency Response Team equipment is needed at the #4 Platformer, the Old Cat Cracker, the New Plant Control Room and the #1 Crude Unit. ERT equipment consists of hip boots, bunker coat, fireman's helmet and gloves which are in a bag for each assigned ERT member.

IV. It was also pointed out that all supervisors should continuously monitor the wearing of proper safety equipment such as hard hats, safety glasses, ear plugs, safety shoes, Nomex coveralls, etc.

V. Safety is working with the Training department on special training for supervisors who have problems and are reluctant to conduct safety meetings. The problem seems to exist with supervisors in Operations.

VI. The problem of tank dike walkways accessibility has been making slow progress. This activity should pick up within the next 60 days.

There being no further business the meeting adjourned at 4:02 p.m. The next Central Safety Committee meeting will be held on Tuesday, March 13, 1984 at 2:00 p.m. in the Conference Room.


Braxton D. Routh

DISTRIBUTION: R. E. Schneck
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T. J. Grgurich
W. G. Miller
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J. H. Tansey
G. D. Whipple

CH/W-001063

Contractors' Employees Treated at Champlin First Aid, 1982

	<u>Mundy</u>	<u>RMC-Goldston</u>	<u>Others</u>	<u>Totals</u>
Cuts &/or Bruises	15	5	5	25
Burns	7	21	3	31
Eyes	21	15	1	37
"Others"	7	5	3	15
TOTALS	50	46	14	110

108 cases @ \$20.00 each = \$2,160.00

2 cases @ \$30.00 each = 60.00

Total charges to date \$2,220.00

Note: "Basic" fee charge to increase to \$25.00 as of 1-1-83.

Procedures

There were no procedures presented at this meeting.

Off-the-Job Safety

The book "A Sigh of Relief", which is sent to the home of new employees who have small children, was passed around to each member. As requested, a copy will be given to each manager.

New Business

Safety meetings will be scheduled for Poth Lane employees - Engineering, Purchasing and Administration - on the third Tuesday of each month at 11:00 a.m. in the conference room. Different subjects will be presented at each month's meeting which will keep employees up to date and informed on procedures throughout the plant.

A STOP program for supervisors will be initiated on January 26, 1983. It is hoped that all supervision who have not completed this course will do so this year.

Mr. Keith Barenklau, Consultant, will visit us during the coming week in the hope that he can present a program of motivation for all our supervisors.

Mr. Harry Edwards, our Industrial Hygiene Consultant, will visit the plant in the near future and do more work in the Terminal area around our lead blending area. He wishes to take some hair samples of some of our employees for further evaluation.

At the next meeting, and each subsequent meeting, the Committee will review the status of safety work orders. Guy Whipple will be responsible for providing a list of these work orders to the Committee. .

First Aid Cases, Plant Wide, 1-1-82 through 7-21-82 (Cont'd)

"Hane" Martinez	#3	Process	Minor chem. irritation chest	5-15-82
Danny Kucera		Maint.	Minor chem. burn upper body	5-25-82
Martin Garcia		Maint.	Contused & bruised left finger	5-28-82
Robert Castaneda		Lab.	Laceration left palm	5-31-82
Martin Garcia	#2	Maint.	Minor chem. burn of body	6-10-82
Jesse Garcia		Lab.	Cut rt. middle knuckle	6-11-82
Carlos Moreno		Term.	Minor chem. burn both feet	6-15-82
I. M. Thomas		Maint.	Deeply embedded F.B. rt. wrist	6-16-82
Joe D. Alexander		Process	2nd dg. chem. burn L. eye	6-18-82
McKinley Darden		Maint.	Minor bruise left leg	6-28-82
John Mitchell	#2	Maint.	Severe bruise back of rt. leg	6-30-82
Joyce Krumnow	#2	Process	Severe bruised knee	6-14-82
Fidel Cortez	#2	Process	Minor chem. burn of body	7-1-82
Jesse Martinez		Process	Bruise right foot	7-2-82
Gary Keys		Process	Muscle strain upper shoulder	7-9-82
Howard Anderson	#2	Maint.	Minor low back strain	7-16-82
George Rodriguez		Maint.	Minor upper back strain	7-19-82

Contractors' Employees Treated at Champlin First Aid, 1-1-82 through 7-21-82

	<u>Mundy</u>	<u>RMC-Goldston</u>	<u>Others</u>	<u>Totals</u>
Cuts &/or Bruises	15	4	3	22
Burns	5	21	3	29
Eyes	20	15	1	36
"Others"	6	4	3	13
TOTALS	46	44	10	100

98 cases @ \$20.00 each = \$1,960.00
 2 cases @ \$30.00 each = 60.00 TOTAL CHARGES TO DATE: \$2,020.00

Procedures/Chemical Control Data

The following Procedures and Chemical Control Data were approved by the Committee with minor revisions from Engineering and Maintenance. These procedures will be issued to all safety manual holders in the near future.

Preventing Trips, Slips or Falls on Walking-Working
 Surfaces Procedure - New
 Aromatic Sampling Procedure, No. 22 - Revised
 Chemical Control Data Sheet - Acetic Acid - New
 Chemical Control Data Sheet - Nickel Carbonyl - New

New Business

On August 11th and 12th, 1982, Drug and Alcohol Abuse seminars will be held in the Safety office for employees, spouses and youngsters 12 years and older. These seminars will be conducted on an hourly basis from 5 - 6, 6 - 7 and 7 - 8 p.m. There will be no problem in driving into the plant and parking at the Safety office for these sessions

IN THE EVENT OF AN EMERGENCY

1. Reporting party contact Base Four on Special Fire Number.
2. Guard will reach Safety Manager or at least one Safety Engineer.
3. Shift Foreman will authorize calling Refinery Terminal Fire Company or AID Ambulance if necessary.
4. Guard will activate proper coded in-plant fire signals.
5. Guard will give "Code 500" i.e. shuttle bus #1 reports to New Plant Control Room and shuttle bus #2 to #4 Platformer Control Room, then Old Cat and Alky, and deliver ERT personnel to scene of fire. Terminal ERT due at their varied locations will contact dispatcher for transportation. Gate Guards upon receiving "Code 500" will follow emergency procedures.
6. Security will contact necessary personnel on emergency call out list.
7. The Shift Supervisor will remain on-scene commander of ERT until relieved by Safety Manager or a Safety Engineer.

The Industrial Hygiene report is being studied to see what action is required. The B.T.X., Laboratory, Terminal and Maintenance departments are prime areas requiring attention.

There being no further business the meeting adjourned at 2:48 p.m. The next Central Safety Committee meeting will be held on July 13, 1982 at 2:00 p.m. in the Conference Room.



Braxton D. Routh

Distribution: R. E. Schneck
J. W. Bryant
W. B. Duckworth
J. F. Gay ✓
T. J. Grgurich
M. M. Horseman
W. G. Miller
B. C. Poynter
D. L. Scharff
J. H. Tansey
W. A. Thompson
G. D. Whipple

Off-the-Job Safety

Two Defensive Driving Courses will be held - April 19 & 20, April 21 & 22, 1982 - for all employees and their spouses. A total of 8 hours is needed to qualify an employee for a 10% reduction on his insurance over 3 years.

New Business

A total of 19 people will attend the Lamar University Fire School which will be held May 3 - 7, 1982, in Beaumont, Texas.

Ordering of safety shoes will begin by April 15, to be completed by July 2, 1982. Supervisors should notify the Safety department of anyone he wishes not to have on the list to get company supplied safety shoes (1 pair per year).

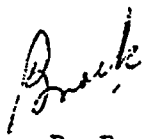
The Chairman passed out a proposed Corporate Emergency Procedure - "In the Event of an Emergency". A meeting will be scheduled later to go over this plan with all managers. The Chairman requested that comments on this proposed plan be sent promptly to the Safety Manager.

2 Mr. Harry Edwards, Industrial Hygienist, will be here April 26 & 27 to make an in-plant survey and to assist us in bringing our industrial hygiene program up to its proper level. He will probably work 16 hours and will be taking monitoring samples, sound level surveys, and etc.

The Drug Awareness program will be expanded to include hourly employees. Jim Bryant and Brack Routh will propose a plan for accomplishing this at next month's meeting. The response to the past Awareness session for supervisors has been very positive.

The STOP program will be presented in the near future for supervisors who have not attended a previous session.

There being no further business the meeting adjourned at 3:55 p.m. The next Central Safety Committee meeting will be held on May 11, 1982 at 2:00 p.m. in the Conference Room.


Braxton D. Routh

Distribution: R. E. Schneck
J. W. Bryant
W. B. Duckworth
R. C. Duvall
J. F. Gay ✓
M. M. Horseman
W. G. Miller
B. C. Poynter
D. L. Scharff
J. H. Tansey
W. A. Thompson
G. D. Whipple

First Aid Cases Plant Wide from 1-1-81 through 10-12-81 (Cont'd)

Jose Perez	Maint.	Foreign body right eye	7-19-81
Horace Trickey	Process	Inc. avulsion, rt. hand	7-19-81
G. R. Rodriguez	Maint.	Minor chemical burn, upper body	7-20-81
Wayne Hill	Maint.	Minor low back strain	7-21-81
Howard Anderson	Maint.	Inhaled irritation fumes	7-24-81
Gerald McAnear	Process	Irritating chemical, left eye	8-4-81
Leo Ramirez	Maint.	Arch burn, both eyes	8-4-81
Estanfeita Martinez	Process	Minor bruise left jaw	8-6-81
Roberto Garza	Term.	Two abrasions left lower leg	8-7-81
Larry Bryant	Term.	Bruised left elbow	8-19-81
Tom Cornelius	Maint.	Two spot acid burns rt. shoulder	8-21-81
R. Campbell	Maint.	1st° chemical burn, rt. leg	8-25-81
L. Harrison	Process	Catalyist dust in rt. ear	8-20-81
Reynaldo Gonzalez	Maint.	Bruised left leg & buttocks	8-28-81
Maria Gonzalez	Whse.	Minor chemical burn, rt. leg	9-3-81
Andres Gomez	Process	2nd° thermal burn, left arm	9-3-81
Roy Johnson	Term.	Minor thermal burn, right thumb	9-11-81
Juan Olmos	Process	1st degree chemical burn, left hip	9-16-81
Robert Coker	Process	Bruised left testicle	9-16-81
Joe Lopez	Maint.	Fractured left 1st fingertip	9-17-81
Rick Barrera	Process	Bruised left thumb	9-19-81
McKinley Darden	Maint.	Minor chemical burn, left ear	9-21-81
Rosendo Vasquez	Maint.	Minor chemical burn, face	9-24-81
Randy Anderson	Process	Foreign body right eye	9-27-81
Adan Basaldua	Maint.	Laceration left 2nd finger	9-28-81
C. E. Schoenfeld	Maint.	Low back strain	9-29-81
W. R. Knight	Term.	1st° chemical burn, right hand	9-30-81
E. Martinez	Process	Bruised back & waist	10-1-81
Bernard Minor	Term.	Minor ankle sprain	10-1-81
Wm. Waggoner	Term.	Cut right 5th finger	10-6-81

Contractors' Employees Treated at Champlin First Aid, 1-1-81 through 10-12-81

	<u>Mundy</u>	<u>R.M.C.</u>	<u>Plant & Field</u>	<u>Others</u>	<u>Totals</u>
Cuts &/or Bruises	5	7	6	3	21
Burns	3	1	4	2	10
Eyes	5	8	5	2	20
"Others"	1	2	3		6
TOTALS	14	18	18	7	57

Procedures

There were no procedures presented at this meeting. Due to an incident recently regarding facial hair, a paragraph will be added to eight (8) procedures stating that the face must be clean shaven in the area of the facepiece seal. As soon as these procedures are updated they will be issued to all safety manual holders.

New Business

Mr. Schneck reviewed the upcoming safety audit and asked for help from previous participants. We need to stress and update items from last year's audit. House-keeping has improved tremendously and we must maintain the effort to keep the plant clean.

ACCIDENT.....INJURY.....ILLNESS PLANI. SERIOUS INJURY/ILLNESS

- A. Render Life Saving First Aid
- B. Get help
 -Call on plant radio Ch. 2
 call base 3, #535,536,537,538
 -Telephone ext. 320,334,321
- GIVE NATURE AND LOCATION
- C. After hours, call Shift Supervisor
 of your area

II. FIRE/VAPOR RELEASE

- A. Report
 - Call on plant radio Ch. 2
 call base 3, #535,536,537,538
 - Telephone ext. 334,321,343,429
 210 or 320
- B. Evacuate Danger Area
- C. Apply First Aid/Fire Fighting
 (Don not endanger self or others)

III. MINOR INJURY OR ILLNESS INSTRUCTIONS

- A. 8:00 A.M. to 4:00 P.M. weekdays
 -report to or call First Aid, Ext. 320
- B. All times other than above
 - call Shift Supervisor of your area

IV. NOTIFICATION - MAJOR INJURY

Call:

Kathryn Gieptner Ext. 320 (office)
 852-4372 (home)

B. D. Routh ext. 334 (Office)
 991-4153 (home)

Jim Kucera ext. 321 (office)
 991-5032 (home)

Bob Koy ext. 343 (office)
 854-9032 (home)

Dave Fuqua ext. 429 (office)
 992-2459 (home)

Bill Rolando ext. 210 (office)
 991-9009 (home)

V. IMPORTANT PHONE NUMBERS

- Aid Ambulance 882-5571
- Memorial Medical Center
 Emergency Room 888-4151
- Dr. Charles Craig 882-9288 (office)
 ; 991-4172 (home) 882-7655 (exchange)
- Safety 334, 321, 343, 429, 210
- Fire emergency
 call Pager #13, In-plant pager
- Refinery Terminal Fire Company
 call 882-7801



INTER-OFFICE CORRESPONDENCE

TO: CENTRAL SAFETY COMMITTEE
FROM: Braxton D. Routh
SUBJECT: Central Safety Committee Meeting

OFFICE: Safety
DATE: August 12, 1981

The Central Safety Committee met at 2:00 p.m., August 11, 1981.

Attendees: R. E. Schneck (Chairman) J. H. Tansey
W. B. Duckworth G. D. Whipple
B. C. Poynter B. D. Routh
D. L. Scharff

Absentees: R. C. Duvall W. G. Miller
M. L. Hansen W. A. Thompson
M. M. Horseman

Guest: D. G. Perryman - Ft. Worth Corporate Safety

The statistics on accidents to date were reviewed. The incident rate is 1.7 compared to 3.1 for the same time last year. Since the first of the year we have recorded 6 reportable accidents with 4 resulting in lost time. Our off-the-job accident frequency is much greater with 19 off-the-job injuries, with a frequency rate of 23.55. We still have 2 employees away from work as a result of off-the-job injuries.

We are working approximately 100,000 man hours each month. New people are being instructed as they come aboard but the program could be expanded with supervisors following up on accident prevention.

One (1) lost time accident was recorded because Procedure No. 9 - First Aid Report - was not followed. Employees and supervisors are encouraged to re-read this procedure and hopefully it will be followed so there will not be a recurrence of our recent lost time accident.

Dr. Charles Craig is now our new company physician replacing Dr. Gray. He will be available in industrial hygiene matters and a meeting will be set up to discuss with management problems in this field.

Statistics do not include first aid for contract employees. We are now, and have been since January 2, 1981, back charging all contractors for first aid service performed.

Following is a total of injuries (First Aid 1-1-81 through 8-10-81) as well as off-the-job injuries that have caused lost time from work:

	PROCESS	MAINT.	TERM.	LAB.	WHSE.	OFFICES	TOTALS	TOTALS @ SAME TIME LAST YEAR
Cuts &/or Bruises	13	13	6	1	2		35	24
Burns	6	6	5	1			18	16
Eyes	8	6	1				15	8
"Others"	9	7	4			1	21	28
TOTALS	36	32	16	2	2	1	89	76

Reportable and Lost Time Injuries 1-1-81 through 8-10-81

J. H. Odem	1-3-81	Process	Incomplete avulsion rt. thumb nail, no time lost.
J. E. Escobedo	2-10-81	Maint.	Puncture wound left thumb, no time lost.
J. K. Jones	3-21-81	Process	10% fracture thoracic vert., 13 work days lost.
R. G. Lopez	7-16-81	Terminal	Sprain right foot, 5 work days lost.
R. E. Hinojosa	7-25-81	Process	Bruised rt. forefinger, 5 work days lost.
E. Martinez	8-4-81	Terminal	Severe bruising rt. knee, still off.

Off-the-Job Injuries that caused lost time, 1981

Maint. employee (I.M. Thomas) cracked sternum moving furniture	20 work days lost
Process employee (Anna Campos) auto accident, broken thumb	21 work days lost
Process employee (F. Lott) stab wound rt. hand	7 work days lost
Maint. employee (M. Darden) motorcycle accident	57 work days lost
Process employee (D. Holland) playing handball, shoulder injury	41 work days lost
Process employee (K. Trial) scratched eye at home	2 work days lost
Lab. employee (D. Budjick) scratched eye at home	1 work day lost
Process employee (V. Jordan) back strain at home	6 work days lost
Process employee (E. Morris) motorcycle accident	Still off
Process employee (J. Martinez) fell from house, broke foot	40 work days lost
Terminal employee (K. Green) fell from horse, broke ankle & leg	90 work days lost
Office employee (B. Cantu) auto accident	8 work days lost
Process employee (B. Templeton) jumped fence, injured ankle	39 work days lost
Maint. employee (L. Lister) injured knee @ Karate practice	2 work days lost
Maint. employee (J. Coulter) fell @ pool, broke nose	4 work days lost
Process employee (N. Bridges) strained back at home	6 work days lost
Maint. employee (L. Lister) contused ribs @ Karate practice	3 work days lost
Maint. employee (L. Herron) roller skating, broke ankle	Still off
Process employee (G. Pakebusch) fell on pier, shoulder injury	10 work days lost

Off-the-job frequency rate $\frac{19 \times 200,000}{517 \times 312} = 23.55$

First Aid Cases Plant Wide from 1-1-81 through 8-10-81

Tom Cornelius	Maint.	Abdominal muscle strain	1-3-81
James Jones	Term.	Left neck strain	1-14-81
Vincente Morin	Process	1st ^o chem. burn left thigh	1-8-81
Jimmy Hull	Term.	Muscle strain left knee	1-8-81
Robert Castenada	Lab.	Muscle strain left arm	1-14-81
Wayne Matlock	Term.	Abrasion left knee	1-14-81
Sam Longoria	Maint.	Bruised upper lip	1-21-81
William Fleeman	Process	1st & 2nd ^o thermal burns	1-28-81
Kathy Reaves	Process	FB left eye	1-28-81

Recordable by definition

First Aid Cases Plant Wide from 1-1-81 through 8-10-81 (Cont'd)

J. E. Pope	Maint.	Many FB's left eye	1-21-81
Oscar Zepeda	Process	Inhaled dry chemical	1-30-81
Jesse Martinez	Process	Inhaled dry chemical	1-30-81
Jerry Perez	Maint.	Bruised left knee	2-1-81
Vickie Jones	Office	Minor back strain	2-19-81
Rick Barrera	Process	Minor knee strain	2-18-81
David Grigsby	Process	FB's right eye	2-20-81
N. L. Bridges	Process	1st° thermal burn	2-20-81
Richard Kientz	Process	Catalyst dust in eyes	2-23-81
William Campbell	Process	Bruised left elbow	2-22-81
Mike Morgan	Term.	Minor chemical burn	2-27-81
Allen Green	Term.	Minor chemical burn	2-27-81
Jerry Perez	Maint.	Bruised finger	3-2-81
Kenneth Cross	Maint.	<u>Embedded FB right eye</u>	3-4-81
Alice Hawkins	Term.	Minor chemical burn	3-6-81
David Garza	Process	Minor chemical burn	3-17-81
Juan Garcia	Process	Bruised left elbow	3-20-81
Leroy Georg	Maint.	Laceration left thumb	3-28-81
Kenny Dean	Maint.	Bruised left great toe	3-29-81
Danny Escamilla	Process	Bruised left buttocks	4-1-81
Joe Lopez	Maint.	Bruised left 5th finger	4-4-81
Maria Gonzales	Whse.	Bruised left wrist	4-7-81
Carlos Lazo	Process	FB left eye	4-8-81
Esteban Gonzalez	Whse.	Laceration finger	4-13-81
Bruce Franklin	Process	Muscle strain left shoulder	4-13-81
Jack Boeck	Term.	Bruised left 5th finger	4-4-81
Tommy Cornelius	Maint.	FB left eye	4-14-81
Arturo Ruiz	Process	Possibly inhaled caustic	4-21-81
Susan McCullough	Process	Bruised left elbow	4-23-81
Jay Baugh	Maint.	Trash in both eyes	4-30-81
Pete Rodriguez	Process	Contact dermatitis unknown org.	5-5-81
W. P. Arnold	Maint.	Thermal burns leg, hand, shoulder	5-7-81
Keith Cooper	Maint.	2nd° thermal burn toe	5-7-81
Danny Wilson	Maint.	2nd° thermal burn toe	5-7-81
Dean McFall	Lab.	2nd° thermal burn rt. foot	5-7-81
Carl Williams	Term.	2nd° thermal burn left foot	5-7-81
C. E. Schoenfeld	Maint.	FB right eye	5-13-81
Lloyd Lister	Maint.	Laceration left thumb	5-18-81
Paul Alvarez	Term.	Minor chem. burn entire body	5-21-81
Gerald McAnear	Process	FB right eye	5-21-81
Reese Homeyer	Maint.	Thermal burns of fingers	5-26-81
James Odem	Process	Muscle strain rt. shoulder	5-28-81
Sam Longoria	Maint.	Bruised rt. knee	5-29-81
Lloyd Lister	Maint.	Inhaled sulfur capors	6-2-81
Leo Ramirez	Maint.	Inhaled sulfur vapors	6-2-81
Ronald Bruni	Term.	Gasoline in both eyes	6-5-81
Dean Fleet	Process	Bruised lymph node & testicle	6-3-81
Richard Salinas	Process	FB left eye	6-16-81
Robert Tamez	Process	Strained left wrist	6-12-81
Richard Salinas	Process	FB right eye	6-16-81
James Drew	Process	Bruised rt. leg & left buttocks	6-17-81
Richard Kientz	Process	Twisted left ankle	6-21-81
E. A. Ory	Maint.	Muscle strain mid back	6-24-81
Jim Coulter	Maint.	Contusion rt. knee	6-26-81
Andres Gomez	Term.	Foreign body left palm	6-26-81
"Hane" Martinez	Process	Minor chemical burn of face	6-29-81

Rec'd by definition

Rec'd by definition

Rec'd by definition

CH/W-001073

First Aid Cases Plant Wide from 1-1-81 through 8-10-81 (Cont'd)

C. E. Schoenfeld	Maint.	Mild back muscle strain	6-29-81
Rogelio Ruiz	Process	Embedded FB rt. eye <i>Recordable by definition</i>	7-3-81
Jay Baugh	Maint.	Mashed rt. middle finger	7-7-81
Catarino Reyes	Maint.	Cut fingernail left forefinger	7-9-81
Alfredo Rodriguez	Process	1st ^o chemical burn, upper body	7-13-81
Hulen Ross	Term.	Cut distal joint, right thumb	7-10-81
R. E. Hinojosa	Process	Prob. tendon strain left forearm	7-15-81
Jose Perez	Maint.	Foreign body rt. eye	7-19-81
Horace Trickey	Process	Inc. avulsion rt. hand	7-19-81
G. R. Rodriguez	Maint.	Minor chemical burn upper body	7-20-81
Wayne Hill	Maint.	Minor low back strain	7-21-81
Howard Anderson	Maint.	Inhaled irritation fumes	7-24-81
Gerald McAnear	Process	Irritating chemical, left eye	8-4-81
Leo Ramirez	Maint.	Arch burn, both eyes	8-4-81
Estanfeita Martinez	Process	Minor bruise left jaw	8-6-81
Roberto Garza	Term.	Two abrasions left lower leg	8-7-81

Contractors' Employees Treated at Champlin First Aid, 1-1-81 through 8-10-81

	<u>Mundy</u>	<u>R.M.C.</u>	<u>Plant & Field</u>	<u>Others</u>	<u>Totals</u>
Cuts &/or Bruises	4	7	4	1	16
Burns	1		4	2	7
Eyes	5	7	5	2	19
"Others"	1	2	3		6
TOTALS	11	16	16	5	48

Procedures

There were no procedures presented at this meeting.

Off-the-Job Safety

Two (2) sessions of Defensive Driving Courses will be held August 10. & 11 and August 12 & 13 from 4:00 p.m. to 8:00 p.m. One class for employees and spouses will be finished today.

New Business

The Nomex Coveralls policy is not working well. New employees coming aboard is a problem. Most employees now have 2 pairs of coveralls and they will be provided another 2 pairs which include logo and name on each uniform. Hopefully the policy will be presented to all employees and holders of safety manuals within two weeks.

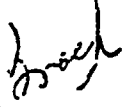
Emergency Response Training continued with enthusiasm. New employees being introduced into the program require extra training to bring them up to par with other employees.

Fire extinguishers in all vehicles and throughout the plant are being checked on an annual inspection.

CH/W-001074

The Pipeline Department (Warren Thompson's group) completed four (4) accident-free years recently. Appropriate safety awards were given to each employee.

There being no further business the meeting adjourned at 2:30 p.m. The next Central Safety Committee meeting will be held on September 8, 1981 at 2:00 p.m. in the Conference Room.



Braxton D. Routh

Distribution:	R. E. Schneck	W. G. Miller
	W. B. Duckworth	B. C. Poynter
	R. C. Duvall	D. L. Scharff
	J. F. Gay ✓	J. H. Tansey
	M. L. Hansen	W. A. Thompson
	M. M. Horseman	G. D. Whipple

CH/W-001075

AREA ASSIGNMENTS

J. F. Kucera

Old Plant - #4 Platformer, Alky Unit,
#1, 2 & 3 Crudes, Old Cat. Cracker,
B.T.X., Boilers, Emergency Response --
Team Training.

L. E. Rolando

Terminal Department, all Tank Farms,
all Docks, Harlan Tank Farm, Portilla
Station, Main Office, Old Computer
Building, Corn Products Building,
Southwestern Barge Dock.

R. A. Koy

Laboratory, all Maintenance Shops,
Truck Rack, Pipeline Department (Jeter),
Warehouse, Drum Storage Rack, South 40,
Signs - East & West gates, all safety
meetings.

D. R. Fuqua

New Plant area.

Each Safety Engineer is responsible for all fire extinguishers, safety
showers, breathing and emergency equipment in these areas.



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: CENTRAL SAFETY COMMITTEE

OFFICE: Safety

FROM: Braxton D. Routh

DATE: March 1, 1984

SUBJECT: Central Safety Committee Meeting

The Central Safety Committee met at 2:00 p.m. on February 14, 1984.

Attendees:	R. E. Schneck	R. E. Miller	(G. D. Whipple)
	J. W. Bryant	W. G. Miller	
	W. B. Duckworth	B. D. Routh	
	T. J. Grgurich	R. E. Story	
		J. H. Tansey	

Guest: Harry N. Edwards

- I. The statistics on accidents to date were reviewed. After showing video tapes of the two recent lost time accidents a short discussion ensued. The first one was the 90 Area employee who slipped over an empty gas cylinder and bruised his right foot. The second accident was the Laboratory employee who was burned when a LPG sample exploded. This accident interrupted the Laboratory's safety record of 13 years 4 months. OSHA has questioned Laboratory personnel regarding possible ignition sources.
- II. Harry Edwards reported on his observations from his reports on Industrial Hygiene in 1983. The following are his comments:
 - (a) OSHA inspector has looked at records and taken copies of a few of them so far.
 - (b) Benzene samples will be taken of barge unloading. Our monitoring should be broadened.
 - (c) Our hearing protection areas should be monitored.
 - (d) Supervision should be more specific as to safety procedures for new trainees in a department.
 - (e) H₂S does not pose a residual health problem. Odors are not necessarily health threatening.
 - (f) P & A is only a probable "bad actor" at the West Plant. This should be watched carefully.
 - (g) Discuss limit variances between inside and outside refinery fence.
 - (h) We should be cautious of allowing pregnant females into the plant areas. (Example: Laboratory tour with the supervisor from a high school chemistry class.)
 - (i) The BTX unit is no longer high in concentrations of vapors. Covering pits help eliminate these vapors.
 - (j) Platformer area was high. Change in sample procedures to reduce air contamination is helpful.

E- 000931

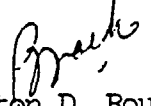
- (k) Dust is main problem in East Plant II. Change procedures to reduce amount of dust in air.
- (l) Terminal area is all right for lead. Sanitation has been very helpful.
- (m) Highest EDB level is at Knock Engine work area in the Terminal department.
- (n) Coker dust needs to be watched carefully. The coke handling contractors need to be aware of potential problems.

Recommendations for 1984:

1. It is planned to reduce air monitoring in the plant because most primary sources have been shut off. Plans will be formulated for Chrome in 1984.
2. It was pointed out that Mr. Schneck wants to set up a program to train all supervisors to recognize potential drug related problems. It was also pointed out that a definite Corporate policy regarding drugs and alcohol needs to be established.
3. In designing the new Laboratory 1 ppm of benzene should be the requirement to anticipate the forthcoming reduced standard. Disposition of samples in the Laboratory continues to be a problem. It was suggested that smaller samples be taken if this is practical.

- III. It was again pointed out that additional storage for Emergency Response Team equipment is needed at the #4 Platformer, the Old Cat Cracker, the New Plant Control Room and the #1 Crude Unit. ERT equipment consists of hip boots, bunker coat, fireman's helmet and gloves which are in a bag for each assigned ERT member.
- IV. It was also pointed out that all supervisors should continuously monitor the wearing of proper safety equipment such as hard hats, safety glasses, ear plugs, safety shoes, Nomex coveralls, etc.
- V. Safety is working with the Training department on special training for supervisors who have problems and are reluctant to conduct safety meetings. The problem seems to exist with supervisors in Operations.
- VI. The problem of tank dike walkways accessibility has been making slow progress. This activity should pick up within the next 60 days.

There being no further business the meeting adjourned at 4:02 p.m. The next Central Safety Committee meeting will be held on Tuesday, March 13, 1984 at 2:00 p.m. in the Conference Room.


Braxton D. Routh

DISTRIBUTION: R. E. Schneck
J. W. Bryant
W. B. Duckworth
T. J. Grgurich
W. G. Miller
R. E. Story
J. H. Tansey
G. D. Whipple



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

GAY
CHIEF
PEAK
HAWK

TO: CENTRAL SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Central Safety Committee Meeting

OFFICE: Safety
RE: CAN TO
DATE: November 28, 1984
SAFETY & LOSS
CONTROL DEPT.

The Central Safety Committee met at 2:00 p.m. on November 26, 1984.

Attendees:	R. E. Schneck	G. B. Jaetzold
	J. W. Bryant	R. A. Loveless
	W. B. Duckworth	W. G. Miller
	V. D. Elliott (R. E. Story)	G. D. Whipple
	T. J. Grgurich	
Absentees:	B. D. Routh	
	R. E. Story	
	J. H. Tansey	

- I. The statistics on accidents to date were reviewed. Guy Whipple discussed the Lost Time Incident involving Henry Sijansky. This incident involved a knee injury when an exchanger bundle was being loaded on to a trailer during the Cumene turnaround. Guy discussed all of the factors surrounding the incident and the corrective action that was taken.

Bob Loveless discussed the recent injury to Allen Green in the Terminal department which involved a back strain when a chair in the Terminal control room failed. All members in attendance were urged to check their respective control rooms and see that damaged chairs were removed.

- II. (a) The recent visit by Dr. Parker, our radiation consultant, was reviewed. His visit involved a review of our recordkeeping requirements for the inspection of radiation sources and also a discussion with Fidel Velasquez and Eloy Mesa on the proper inspection techniques. He also had a brief discussion with the complainant in the recent Health Department radiation inspection.

(b) Also during the month, Mr. Chuck Frisbie of M & M Protection Consultants conducted his annual inspection. This included a walk-through of the refinery with a few minor recommendations. No flow tests were conducted on the firewater pumps and it was decided that Mr. Frisbie would return in February 1985 to conduct these tests. In addition, several items were deleted as recommendations on his previous report and noted as items of interest.

- (c) A video tape was shown concerning refinery housekeeping and lack of attention. A brief discussion took place concerning this subject and it was agreed that Guy Whipple would add some additional laborers to conduct clean-up operations. Dick Schneck emphasized the fact that it is necessary for departmental superintendents and area supervisors to inspect their areas on a more routine basis to prevent this type of housekeeping problem.

RECEIVED

(d) An update was given as to the status of the recent OSHA citation and the letter from Phil Gettig in Ft. Worth was discussed.

(e) The 1985 program to turn safety meetings over to the first line supervisors was discussed so that all supervisors involved would be prepared for this change. It was mentioned that the training room at the Safety office and the conference room at the Environmental office would be available for conducting these meetings, and that information on material would be distributed to supervisors prior to each month's meetings. The scheduling of these meetings will be the responsibility of the departments' superintendents and if it is necessary to utilize the Safety training room prior arrangements should be made. In addition to written material pertaining to safety meeting subject matter, a film will be available at the Safety office for use during that month.

(f) Bob Loveless stressed the importance of flow testing of refinery sprinkler systems. Due to the water shortage this program was discontinued in the early summer. A request was made that we continue with this program if water is available. Dick Schneck stated that water was available and the program could continue.

(g) A brief discussion took place concerning the aerator removal operations at the West Plant aerator basin. Due to problems with the video tape which was made during these operations, this item will be tabled until the December meeting.

(h) Discussion took place involving previous safety items brought up at the Central Safety Committee meetings concerning Tanks 918 and 614. Since the last meeting the Inspection group conducted an analysis of Tank 614 at the No. 1 Crude Unit and it was determined that this tank was in operable condition. Due to the severe external corrosion Guy Whipple will see that this tank is sand-blasted and painted and a new platform and ladder installed. In reference to Tank 918, Tom Grgurich stated that this still under evaluation and a decision as to the status of this tank would be given shortly.

(i) The Return to Work from Injury and Illness Guidelines memorandum from Brack Routh was discussed in detail and it was decided that with some minor modifications it would be released as stated. Jim Bryant discussed the possibility of employees clearing through Health Services prior to returning to work. However, this will be discussed with area supervisors before implementation.

(j) Bob Loveless made a request from all members present to provide the Safety department with recommendations for the 1985 safety program. Dick Schneck emphasized that all superintendents should develop some suggestions in the near future.

Fire Alarm Status: An update was given as to the status of the new fire alarm system. The program timers for the alarm have caused numerous problems in the past and it was agreed by Federal Signal Corporation that these would be replaced. They will be shipped later this week and installed the following week. There will be an additional three remote units to be located in the No. 1 Cat Cracker, No. 4 Platformer, and between No. 1 and No. 2 dock areas. These should be received early in January 1985 for installation.

CH/W-000199

Fire at Tank 501: The fire which occurred on November 22, 1984 at Tank 501 involving molten sulfur was also discussed in light of response and personnel notification. Bob Loveless stated his concern for the fact that Emergency Response Team members from East Plant I were not allowed to respond due to the fact that the shift supervisor did not think there was a need for their services. It was discovered after the fire that it is necessary for the shift supervisor in East Plant I to verbally notify ERT members in this area prior to their response. Dick Schneck expressed his concern for this situation and stated that possibly the operator in charge of the unit can give permission for the ERT members to respond. Tom Grgurich expressed his feeling concerning this and stated that there should be no problems with the operator releasing the ERT members. A brief discussion concerning notification of key plant personnel took place and it was decided that additional people should have been notified. Bob Loveless and Van Elliott will meet to discuss revisions in the plant emergency procedures and to discuss emergency call out list and notification.

III. Guy Whipple provided the committee with a list of Maintenance Work Orders and their status, a copy of which is attached.

There being no further business the meeting adjourned at 4:10 p.m. The next meeting of the Central Safety Committee will be held on December 11, 1984 at 2:00 p.m. in the Conference Room.

Bl

R. A. Loveless

Encl.

Distribution: R. E. Schneck
J. W. Bryant
W. B. Duckworth
V. D. Elliott
T. J. Grgurich
G. B. Jaetzold
W. G. Miller
B. D. Routh
R. E. Story
J. H. Tansey
G. D. Whipple

Copies to: C. E. Barker
J. O. Cooper
U. G. Frondorf
W. H. Harris
T. G. McNeill
R. D. Mylnar
D. W. Peterson
D. A. Sadler
G. W. Smith
C. W. Thompson
W. A. Thompson

CH/W-000200



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: Guy D. Whipple
FROM: D. W. Peterson *CHW*
SUBJECT: Active Safety Work Order Status

OFFICE: C. C. Refinery

DATE: 11/09/84

CH/W-000201

EAST PLANT I

<u>W.O. #</u>	<u>Issue Date</u>	<u>Equipment #</u>	<u>Description of Work</u>	<u>Status</u>
79316	08/21/84	007-V-001	Repair Walkways on Demex Solvent Prep. Tower	Pending Manpower
79344	08/17/84	018	Repair Common Platform on W. Side of BTX Unit (Bottom)	Pending Manpower
79346	08/17/84	018	Repair Common Platform on E. Side of BTX Unit (Bottom)	Pending Manpower
79317	09/11/84	018	Repair Walkways on Towers on the BTX Unit	Pending Manpower
79345	09/11/84	018	Repair Common Platform on W. Side of BTX Unit (Top)	Pending Manpower
79347	09/11/84	018	Repair Common Platform on E. Side of BTX Unit (Top)	Pending Manpower
79352	09/11/84	018	Repair Walkways that are heavily corroded on 18-V-16 to 18-V-13	Pending Manpower
79354	08/17/84	018-V-001	Repair Walkways that are heavily corroded.	Pending Manpower
79353	09/11/84	018-V-013	Repair Walkways that are corroded	Pending Manpower
79349	09/11/84	018-V-016	Repair Top Platform	Pending Manpower
79350	09/11/84	018-V-016	Repair Top Two Section of Ladders & Cages - severely corroded	Pending Manpower
79351	09/11/84	018-V-016	Repair all Plate Platform - severe corrosion on BTX Unit	Pending Manpower
79342	08/17/84	018-V-045	Repair Platforms and Ladders	Pending Manpower
79343	09/11/84	018-V-046	Repair Platform & Ladder	Pending Manpower
99362	10/17/84	106	Move Overhead Elec. Feed Lines from Over Driveway at Truck Shop	On Hold
29080	09/11/84	133	Fab Floor Tester for Degree on Slip	Pending Material

<u>Issue Date</u>	<u>Equipment #</u>	<u>Description of Work</u>	<u>Status</u>
9348 09/11/84	018	Repair Platform Above Reactors on BTX	Pending Manpower
<u>TERMINAL</u>			
29087 10/24/84	082	Oil Sump at Tk 608 Needs Railing Extended to an Elevation of 42". Guard Rails do Not Meet OSHA Height Spec. Elevate Hand.	Pending Installation. Already Fabricated
61847 10/24/84	084	Fab. Ladder & Platform in Piperack W. of Tank 1022. Need to Set up a Permanent Ladder @ Db1. Blk. Valves W. of Tk 1022 (Old 8" Line) in Order for Terminal Dept. to Switch Valves When Needed.	Out For Bids
72676 06/20/84	085	Repair Wooden Walk @ Tk.s 11 & 12.	Completed
72678 08/17/84	085	Line Valves to #1 & #2 Docks. Fab. Personnel Walkway @ Dock.	Drawing Underway
22646 10/11/84	085-TK-211	Build Gravel Caliche Walkway at Bottom of Ladder at 211.	Pallets Temporarily Installed. Water to be emptied before work can be accomplished.
41169 10/11/84	097	Mount 30# Dry Chemical Fire Ext. Inside Control Room on #6 Dock.	Completed
<u>WEST PLANT</u>			
41170 10/04/84	585	Open Ditch	In Progress



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: Guy D. Whipple
FROM: D. W. Peterson *DWP*
SUBJECT: Completed Safety Work Orders

OFFICE: C. C. Refinery

DATE: 11/09/84

<u>W.O.#</u>	<u>Issue Date</u>	<u>Equipment #</u>	<u>Description of Work</u>
<u>EAST PLANT I</u>			
66965	10/01/84	008	Clean up Unit at #1 Crude
29081	09/11/84	029	Leak Test Nuclear Gauges
<u>TERMINAL</u>			
57965	10/10/84	082	Install Scott Air Pack at #2 API
<u>WEST PLANT</u>			
84931	10/08/84	552	Repair Blue Lens/Safety Shower 29
49265	09/04/84	521	Vapors on Water Sewer
41173	10/08/84	521	Replace Air Pak Cabinet on Switch Deck
41168	10/08/84	527	Replace Gauge
41172	10/08/84	546	Repair Deluge Gauges
84994	10/16/84	546	Repair Busted Fire Hose
49530	09/26/84	585	Fill w/Sand at Charge Pump & Circ. Pump
<u>BUILDINGS & GROUNDS</u>			
22611	10/10/84	101	Level Foundation for Cylinders on W. Side of Lab Bldg.
29083	10/05/84	125	Install "No Parking" Signs SE Corner Cumene Control Rm.
29088	10/26/84	125	Hall Emergency Lights out at Safety & First Aid Office. Detect Cause & Correct. Lights needed in case of night emergency.

CH/W-000203



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: CENTRAL SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Central Safety Committee Meeting

GAY 21
CHILDERS
PERRYMAN
HAWKINSON
OFFICE Safety
RETURN
DATE: February 8, 1985
SAFETY
CONTROL

The Central Safety Committee met at 2:00 p.m. on January 24, 1985.

Attendees: R. E. Schneck D. A. Sadler (W. G. Miller)
W. B. Duckworth R. E. Story
T. J. Grgurich J. H. Tansey
R. A. Loveless G. D. Whipple
B. D. Routh

Absentees: J. W. Bryant
W. G. Miller

1. The accident statistics for 1984 were reviewed. Corpus Christi Refinery completed the year with 18 recordable injuries of which 16 resulted in lost time. In addition to this 135 first aid cases were also experienced during the year. The refinery completed the year with an incident rate of 2.4.

David Sadler conducted a discussion concerning the investigation of the Gerald Redding accident which occurred on January 16. This accident took place at Tank 1002 and involved a laceration to Mr. Redding's right hand when he experienced a fall on an ice-covered piperack. An investigation was conducted as to the cause and corrective action will involve posting of safe access to all tank sample points. This corrective action will be discussed with all Laboratory personnel at next month's safety meetings.

A brief discussion concerning the accident involving Joe Hernandez took place. This injury resulted in contusion to both knees when Mr. Hernandez slipped and fell on an ice-covered ladder. A detailed lost time investigation will be conducted when Joe returns to work.

The lost time injury involving Carlos Flores will be investigated prior to the next Central Safety Committee meeting. The injury which occurred on January 2 was the result of a fall on an ice-covered ladder.

Mr. Schneck inquired as to the newly assigned operations personnel into the Maintenance department and their subsequent training. Guy Whipple has conducted two meetings with all newly assigned personnel and has had much positive impact concerning their safety awareness. Additional meetings will also be conducted to insure their safe work practices.

CH/W-000195

FEB 14 1985

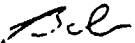
Bob Loveless reviewed the newly proposed Safety Performance Summary which will be published on the first day of every month and which will record all pertinent safety statistics. One request was made to include the off-the-job injury statistics on a monthly basis.

11. (a) The Employers Insurance injury settlements for the Harry Perkins and Sam Longoria cases were discussed. Both of these cases occurred in mid 1984 and were settled during the month of December.
- (b) The M & M Inspection Report was reviewed and a discussion took place concerning all recommendations. A response to Bill Childers of the Corporate Safety office was prepared with the input of all General Superintendents and will be submitted for Mr. Schneck's signature.
- (c) The Arkwright Boston Boiler Machinery Inspection Report was also reviewed and a similar response to Ft. Worth has been prepared by Juan Flores. This response will be provided to Mr. Schneck for his signature.
- (d) A letter prepared by Brack Routh concerning "Return To Work From Injury or Illness" was discussed in its entirety. Gary Jaetzold will make some corrections to this letter and a determination concerning distribution will also be made.
- (e) All members of the Committee were presented with the revised list for call-outs in the event of an emergency. This comprehensive list will be utilized by the Security department in the event of an emergency. The list was approved by all members.
- (f) A letter concerning training records, issued by Bill Childers in Ft. Worth, was also reviewed. This correspondence stressed the importance of accurate recordkeeping when safety meetings are conducted. Bob Loveless emphasized the fact that several safety meeting reports that had been returned have insufficient information regarding the discussion matter. It will be necessary for department superintendents to insure that these reports are filled out in their entirety prior to distribution.
- (g) The Employers Insurance Association's Third Quarter Summary of Injury Costs was also briefly discussed. Total compensation payments through October 31, 1984 equalled \$25,000 in addition to \$25,123 which was paid to Harry Perkins (\$20,000) and Sam Longoria (\$5,123) based on their disability.

(h) The Federation Health & Safety Committee report was reviewed and it was noted that all items have been acted on and are in the process of being completed. It is important to note that Tank 918 is to be taken out of service and all inlet lines will be blinded. It was agreed that the minutes from the Health and Safety Committee will be distributed to all Central Safety Committee members.

III. Guy Whipple reviewed the Maintenance Safety Work Orders and the status thereof, and presented a copy of the list to each member.

The meeting adjourned at 3:40 p.m. The next meeting of the Committee is scheduled for February 12, 1985 at 2:00 p.m. in the Conference Room.


R. A. Loveless

Distribution: R. E. Schneck
J. W. Bryant
W. B. Duckworth
T. J. Grgurich
W. G. Miller
R. E. Story
J. H. Tansey
G. D. Whipple

Copies to: C. E. Barker
U. G. Frondorf
W. H. Harris
T. G. McNeill
R. D. Mylnar
D. W. Peterson
O. D. Robison
D. A. Sadler
G. W. Smith
C. W. Thompson
W. A. Thompson

CH/W-000197

Sundt

PRESSBOARD FILE FOLDER

No. 503

Manufactured by
THE SUNDT MANUFACTURING COMPANY
MADISON, WIS. U.S.A.

CENTRAL/MANAGEMENT SAEFTON COMPANY
January 1981 through December 1981
Corpus Christi Refinery

CH/W-000166



A Subsidiary of Union Pacific Corporation

GAY
PERRYMAN
HAWKINSON

INTER-OFFICE CORRESPONDENCE

TO: MANAGEMENT SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Management Safety Committee Meeting

OFFICE: Safety
DATE: December 11, 1985
SAFETY & LOSS
CONTROL DEPT

RETURN TO

The Management Safety Committee met at 2:00 p.m. on December 10, 1985.

Attendees:	R. E. Schneck	G. W. Smith
	J. R. Butts	R. E. Story
	G. B. Jaetzold	J. H. Tansey
	R. A. Loveless	P. E. Taylor
	W. G. Miller	W. A. Thompson
	C. J. Romero	A. F. Uehlinger
		E. H. Winters
Absentees:	J. E. Bolliger	U. G. Frondorf
	J. W. Bryant	T. J. Grgurich
	W. B. Duckworth	D. A. Sadler

- I. The injury statistics for the month of November were reviewed with the Committee and a brief discussion ensued concerning the recordable accident involving a Maintenance employee.

Buddy Smith explained the incident which involved a pump mechanic who was injured while retrieving a pneumatic tail-hose from a portable scooter. The employee suffered a broken tooth but no lost time was experienced.

- II. (a) The video tape which was recorded during the fire at the #1 Pump Pad on December 1, 1985, was shown to the group and explained in its entirety. A task force has been organized to investigate this incident and develop recommendations to prevent re-occurrence. It was indicated that a contributory cause to this incident involved the storage of 55 gallon drums of flammable materials in the immediate area of the fire. Bob Loveless indicated that it is imperative that we limit this type of temporary storage throughout the refinery to lessen the the severity of a fire should one ensue.

(b) The first phase of the OSHA Hazard Communication Standard was implemented on November 25, 1985. This includes supplying customers with Material Safety Data Sheets on our products. This function was performed by the Fort Worth Safety office and data sheets have been provided to our location for distribution upon request.

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II. (b) (Cont'd)

The Texas House Bill 1112, regarded as the Texas Hazard Communication Act, has been initially complied with by supplying to the State Health Commissioner an inventory list of hazardous materials. In addition, letters have been forwarded to the local fire districts concerning information relative to emergencies.

Employee training concerning the general nature of the OSHA Hazard Communication Standard and the State statute began in December with all hourly employees. This training exercise will continue into the second quarter of 1986. It was stressed that it is imperative that all employees attend these safety meeting presentations.

Correspondence from Fort Worth has indicated that the refinery's written Hazard Communication Program is to be submitted to their office no later than January 31, 1986 for approval. This program is being developed and will be reviewed with the Committee upon completion. Bob Loveless stressed that it is important that all area supervisors cooperate in obtaining information concerning hazardous materials inventories and MSDS's. Further progress will be reported concerning this Standard as items are completed.

(c) A video tape presentation was shown to the group concerning a hazardous situation which presently exists in the PC Boiler area. The old lime treater which is utilized for the storage of steam condensate is in such a condition that repairs are essential for safe operation. The AFE which was submitted to correct this problem has been forwarded to Ft. Worth and should be approved in the near future.

(d) A brief update was given concerning Maintenance Circles, Inc. safety performance. Year to date statistics indicate that their recordable incident rate is 9.0 with a total of 23 recordable injuries, 13 of which resulted in lost time.

(e) As most members are aware, the proposed Benzene Standard is presently being re-evaluated by OSHA. It was indicated that should this Standard be implemented as previously proposed, corrective actions would be necessary to insure compliance.

Bob Loveless mentioned that in order to insure proper orientation of contractors for the upcoming February and March turnarounds, that a representative from the Safety department be invited to all turnaround meetings.

The meeting adjourned at 3:15 p.m.



R. A. Loveless

Distribution: Attached

CH/W-000168

December 11, 1985

Distribution:	R. E. Schneck	C. J. Romero
	J. E. Bolliger	D. A. Sadler
	J. W. Bryant	G. W. Smith
	J. R. Butts	R. E. Story
	W. B. Duckworth	J. H. Tansey
	U. G. Frondorf	P. E. Taylor
	T. J. Grgurich	W. A. Thompson
	G. B. Jaetzold	A. F. Uehlinger
	T. G. McNeill	G. D. Whipple
	W. G. Miller	S. R. Wilson
	O. D. Robison	E. H. Winters

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W.H. mode

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GAY
PERRYMAN
HAWKINSON

INTER-OFFICE CORRESPONDENCE

TO: MANAGEMENT SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Management Safety Committee Meeting

OFFICE RETURN

DATE: November 14, 1985
SAFETY &
CONTROL

The Management Safety Committee met at 2:00 p.m. on November 12, 1985.

Attendees:	R. E. Schneck	G. B. Jaetzold
	J. E. Bolliger	R. A. Loveless
	J. W. Bryant	W. G. Miller
	W. B. Duckworth	J. H. Tansey
	U. G. Frondorf	S. R. Wilson
	T. J. Grgurich	E. H. Winters

Absentees:	C. J. Romero	R. E. Story
	D. A. Sadler	P. E. Taylor

I. The accident statistics to date were reviewed with the Committee. The refinery experienced no OSHA recordable injuries during the month of October however experienced 13 first aid cases. This brings the year to date recordable injury total to 10, five of which resulted in lost time with an incident rate of 1.8. This rate compares to a national average of 2.85 for the petroleum refining industry.

II. (a) A brief critique was provided to the Committee concerning the recently completed turnarounds of the #2 FCC and Alkylation units. It was emphasized that the major problem which resulted was the lack of prior notification of work to be performed by subcontractors. This resulted in an incomplete safety orientation being provided to these companies which in turn affected adherence to refinery safety regulations. Other items of interest concerning scaffolding, first aid coverage, training of fire and manway attendants, respiratory protection and coordination of vessel entry and hot work were also emphasized. It will be necessary on upcoming turnarounds that additional personnel be employed, through our primary service contractor, to treat minor injuries sustained by contract personnel.

(b) The first phase of the newly adopted Hazard Communication Standard will become effective November 25, 1985, and include container labeling and MSDS disbursement to customers. The Fort Worth office will coordinate the MSDS formulation and provide copies to all customers. In addition, it has been recommended by the Corporate Safety department that we implement the NFPA 704 Container Labeling Guidelines for all refinery vessels and storage tanks. It will be necessary that Operations personnel provide information to the Safety department relative

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SAFETY & LOSS
CONTROL DEPT.

II. (b) (Cont'd)

to vessel contents so that accurate hazard determinations can be made. Subsequent to this evaluation it will be necessary to install proper labels on all vessels. Further information as to the progress of the refinery's Hazard Communication program will be provided periodically to Committee members.

(c) Bob Loveless discussed the recent correspondence which he initiated concerning status of the Radioactive Material License. It was emphasized that it is imperative that all correspondence, inquiries, disposition of radioactive material and sources be reviewed by him prior to transmittal.

(d) The proposed safety incentive program for 1986 was presented to the Committee for their consideration. Several comments were suggested relative to the present program and further discussions will be conducted with superintendents to determine program direction for next year.

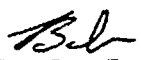
On November 18, 1985, the Terminal department will achieve one (1) year without a lost time injury. This is a significant achievement and all department employees are to be congratulated. Award presentations will be conducted beginning on Tuesday, November 19th and conclude on Thursday, November 21st. All Management Safety Committee representatives were encouraged to attend each presentation.

Mr. Chuck Frisbie, with Marsh & McClennan Protection Consultants, has been in the refinery since Monday, November 11th, to conduct his annual insurance underwriters' inspection relative to fire protection facilities. Further discussions will ensue upon receipt of his report.

It was stressed that each department should resume safety meeting presentations considering the fact that the turnarounds have been completed.

A video tape was presented to the Committee re-enacting a "near miss" incident which occurred north of the 50 Block. The incident involved a 3' x 4' section of lightweight corrugated material which fell from the 50 Block incinerator stack narrowly missing an employee. Further discussions will take place with Maintenance and Operations personnel to determine proper repair procedures to stack insulating material.

The meeting adjourned at 4:15 p.m.


R. A. Loveless

CH/W-000171

Distribution:	R. E. Schneck	G. B. Jaetzold	R. E. Story
	J. E. Bolliger	T. G. McNeill	J. H. Tansey
	J. W. Bryant	W. G. Miller	P. E. Taylor
	W. B. Duckworth	O. D. Robison	W. A. Thompson
	U. G. Frondorf	C. J. Romero	G. D. Whipple
	T. J. Grgurich	D. A. Sadler	S. R. Wilson
			E. H. Winters



A Subsidiary of Union Pacific Corporation

INTER-OFFICE CORRESPONDENCE

TO: MANAGEMENT SAFETY COMMITTEE
FROM: R. A. Loveless
SUBJECT: Management Safety Committee Meeting

OFFICE:

Safety

DATE: Sept 18, 1985

SAFETY & LOSS
CONTROL DEPT.

The Management Safety Committee met at 2:00 p.m. on September 17, 1985.

Attendees:	R. E. Schneck	W. G. Miller
	W. B. Duckworth	C. J. Romero
	U. G. Frondorf	D. A. Sadler
	T. J. Grgurich	R. E. Story
	G. B. Jaetzold	P. E. Taylor
	R. A. Loveless	E. H. Winters

Absentees: J. E. Bolliger
J. W. Bryant

- I. The accident statistics for the month of August were reviewed which included a discussion of the recordable injury which occurred at the West Plant. This incident involved an operations employee who was riding a bicycle through a unit when he contacted a valve stem which overturned the bicycle. The injury involved abrasions to the face and a fractured front tooth. All West Plant personnel were instructed in the proper use of bicycles during the monthly safety meetings.

Another significant incident occurred on August 28, 1985, in the Alky unit when an Inspection department employee received minor HF Acid burns while inspecting an exchanger. Several factors contributed to the incident, one of which being the lack of communication between operations personnel and maintenance employees when changes in the operation are necessary and another being the lack of proper personal protective equipment in use. As a result of this incident, modifications were made to the Class B protective suit which will in future include attached glove assemblies for the jacket.

Another incident which involved a contractor injury at the West Plant coker operation was also discussed briefly. This injury occurred during the coker deheading operation which takes place prior to the cutting cycle. The injury involved 1st and 2nd degree burns to the employee's foot which appeared to be minor at the time of the incident, however, required hospitalization shortly thereafter. Lack of personal protective equipment was the primary cause of the injury and as a result all contractors working in this area will be instructed in the proper use of protective clothing.

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- II. (a) Paul Taylor gave a status report concerning the West Plant aeration basin. After further investigation it was determined that it will be necessary to remove the existing temporary platform and install a permanent one. This, coupled with the proper sizing of the aerators, should alleviate the problems of maintenance which are presently experienced. George Frondorf will write a Work Order to make these modifications.
- (b) The Safety department completed HF Acid training for 50% of the operations employees in the Alkylation unit. Additional meetings will be conducted with Maintenance and other employees who would be affected by the recently adopted procedure changes. It was emphasized that it would be necessary to enforce these rules with all employees to reduce the possibility of injury.
- (c) An Incident Report which was filed August 30, 1985, relative to an occurrence on August 29, 1985, was reviewed with the Committee. The incident took place when an unattended electric scooter, with a faulty solenoid, proceeded across the Machine Shop and contacted a workbench. There were no employees injured in the mishap, however it was stressed that it is necessary to turn off the ignition key and place the transmission in the "off" position to reduce the likelihood of unattended travel. Further, it has been noticed in recent weeks that employees are leaving refinery trucks with engines running while the vehicle is unattended. This practice has the potential of causing serious injury should the vehicle transmission fall into the reverse mode and proceed across an occupied area. Incidents similar to this have been experienced at other locations in recent years which made it necessary to establish a procedure whereby forbidding unattended vehicles being left operating. A letter will be forthcoming from the Safety department emphasizing this policy.
- (d) A brief discussion concerning the case status of present litigation took place so as to update all members as to the legal responsibilities of refinery employees.
- (e) During the upcoming turnarounds safety coverage will be provided for the Alkylation unit, #2 FCC, Unibon Reactors, Scott Reactor and Tanks 140 & 141. Contract safety personnel will be employed to permit all hot work and vessel entry tasks in addition to present Champlin staff overseeing these operations. It was emphasized that during the Alky unit turnaround it will be necessary that all employees in this area be required to wear Class B Alky suits during initial disconnecting operations. The Safety department will make the determination as to what point the transition to Class A suits can take place.
- (f) The recent incidents in Bhopal and Institute, West Virginia, have made it necessary for industry to develop community awareness and emergency response plans. Champlin (Ft. Worth) is presently evaluating their position relative to this issue and will develop recommendations which the refineries

II. (f) (cont'd)

will implement. The present avenues of communication which exist with local civil authorities will be utilized to whatever extent possible to accomplish prompt evacuation of surrounding communities should it be required. Additional response plans will be developed where necessary.

It was suggested that the Management Safety Committee meeting scheduled for October be cancelled, and the next meeting will take place on November 12, 1985, at 2:00 p.m.

The meeting adjourned at 3:00 p.m.


R. A. Loveless

Distribution:	R. E. Schneck	O. D. Robison
	J. E. Bolliger	C. J. Romero
	J. W. Bryant	D. A. Sadler
	W. B. Duckworth	R. E. Story
	U. G. Frondorf	J. H. Tansey
	T. J. Grgurich	P. E. Taylor
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