

Monsanto

FROM (NAME & LOCATION) J. T. Payne, (SS-18), Texas City, Texas

DATE July 13, 1984 cc. G. L. Tromblee 0-10
M. A. Riddle 0-22

SUBJECT SHAC MINUTES - 7/11/84

REFERENCE

TO : SHAC Members:

E. P. Bailey 2Z
S. W. Moncla 513D
J. D. Richards 1Z
J. A. Stal, Jr. OA-11
R. T. Hammann 0-22

These are the minutes of the July 11, 1984, SHAC committee meeting.

Future SHAC Meetings

July 18 --- 12:30 p.m. --- Cafeteria Conference Room
July 25 --- 12:30 p.m. --- Cafeteria Conference Room

Shutdown Safety

Maintaining safety performance during shutdowns has been a problem in the past. A detailed safety plan has been developed to guide people to a safe shutdowns. A 12-minute AN safety film has been developed by Joe Swain. A 5-minute safety orientation at the start of every shift will be implemented. Safety reminders may be used in the areas and structures. Supervisors may be required to turn in 1 STOP card a day during the shutdown.

Annual Inspection

Techniques were investigated to permit feedback to as many hourly persons as possible. The inspection results will be presented in the cafeteria.

A second draft of the annual inspection guidelines and inspection tour schedule (attached) was reviewed for approval. Feedback is requested by the next meeting.

Contractor Safety Program

The contractor safety program has been reviewed with purchasing. An action plan has been developed with purchasing for implementation. The contractor safety program is being put into the p-bulletin form. Questions have been raised on implementation of the respirator fit certification of the contractor safety program. It is anticipated that the program will be reviewed with contractor beginning the week of July 23rd. A 5-minute safety film will be developed by Joe Swain.

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Project Assignments

<u>Project</u>	<u>Rep.</u>	<u>Status</u>
Parking Area Designations	J. D. Richards	Areas are being designated.
Emergency Center Phones	R. T. Hammann	Changing phone nos.
Assembly Point Signs	J. D. Richards	Waiting on phone nos.
Methanol Incident	J. Stal	
Emergency Drill (Nov 1)	S. Moncla	
Contractor Safety Film (5 min.)	J. D. Richards	In progress

General Permit Procedure

The biggest problem with the general permit is maintenance reluctance to sign the permits. A review of the general permit problems and success will be made before August 1.

Escape Mask

There are 410 escape masks (\$123k) existing in the plant. Training on half of these is performed annually and half of the owners do not train on use of the masks. AN has 192 of the escape masks.

SHAC recommends that the following be done:

1. SAC should develop a statement of what the escaped masks are going to be used for.
2. Each of the owners of escape masks should evaluate their need for escape masks relative to the SAC position statement.
3. Each owner of the masks should develop a training program on the masks.
4. Each owner should keep records on the training and record inspection of the masks.

3rd Quarter SHAC Safety - Housekeeping Awards

The 3rd Quarter SHAC Safety - Housekeeping awards will be give out on July 12. SHAC will meet at the carport at 8:25.


J. T. Payne

JTP:sr
Attachment

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ANNUAL INSPECTION PREPARATION ACTION PLAN

<u>DATE</u>		<u>RESP.</u>	<u>STATUS</u>
7-1	Inspection route and timing defined - dry run completed to determine parking places, cars needed, guide meeting place.	JTP & JDR	Complete and attached.
	Assign Office Safety Committee responsibility for publicity.	RTH	Complete.
	Send copy of previous inspection, recommendations to Superintendents.	JAS	Believed complete.
7-23	Send out notice that all ladders are to be inspected and new tags attached by 8/3.	RTH	
8-1	Encourage Plant Manager, Plant Engineer, and Safety Superintendent to be in the plant the 2 weeks prior to the inspection.	EPB	
	Obtain pictures and information on the inspectors.	JAS	
8-6,7,8,9,10	3rd Quarter Safety & Housekeeping Insp.	SWM	
8-15	Guides named for each area of plant. SHAC member will host each inspector - rotate at noon each day. Plant Manager & Safety Superintendent will freelance. General Superintendents will meet team at each area of responsibility.	JTP & JDR	
8-30	SHAC drive around inspection -- made slides.	SWM	
8-31	All recommendations from last annual inspection completed. Route and guide list published and issued. Information for inspectors (booklet, etc.) completed. Name tags (name and position) completed for inspectors, guides, etc. Lunch arrangements completed (catered by cafeteria).	JTP & JDR JAS RTH EPB	
9-4	Mail information to inspectors.	JAS	
9-5	Include pictures and history of inspectors in plant newsletter. Expanded Staff -- review slides, inspection details and check list.	JAS	

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9-10	SHAC/Plant Manager drive around Inspection - take slides. Plant Manager mail letter to all employees home.	SWM EPB
	Obtain equipment for inspectors -- hard hats (with names), safety glasses, ear plugs, cover goggles, rain gear (suits and boots), name tags, and temporary badges.	RTH
9-12	Expanded Staff meeting -- review slides.	SWM
9-14	Drive around inspection -- each General Superintendent accompanied by two SHAC members. Short wrap-up staff meeting after inspection.	SWM
9-18	Evening meal with inspectors and presentations. Tromblee, Forsthoffer, Hammann and Chairman of SAC, SHAC, TCSC, OSC, HSC.	EPB
9-19,20,21	Inspection	SHAC
10-1	Feedback	

JAS:sr
6-12-84

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1984 TEXAS CITY SAFETY AND HOUSEKEEPING INSPECTION

GUIDELINES

THEME

SAFETY THROUGH EMPLOYEE INVOLVEMENT

EMPHASIS AREA

- Involvement of People in Safety
- Safety Results and Trends
- STOP Program
- Adherence to Safe Procedures and Practices
- Acceptance of Personal Responsibility for Safety
- Attitude and Awareness of Safety at all Levels
- Evidence of Management's (all levels) Commitment to Operate Safely
- Health and Industrial Hygiene Programs
- Programs for Good Housekeeping and Preservation of Assets
- Use of Promotional Activities
- Follow-up on Last Year's Inspection Recommendations

INSPECTION DATE

The plant will be inspected September 19, 20, 21, 1984.

INSPECTION TEAM

General Superintendent
Superintendent
Engineer
Foreman
Hourly

(One of the above should be from Process Technology)

RATINGS

The inspection committee will not give the plant an overall rating??

Individual areas will be given ratings, and plaques will be awarded to the best area in each of four categories: units, crafts, labs and offices and services.

Evaluations will be made based on safety performance, policies and practices, housekeeping conditions and involvement of people that ensures an effective, sustained safety attitude for outstanding safety performance.

Outstanding - Stands out from all areas (comparison based on theme criterion).
No safety practice deficiencies.
Housekeeping performance equal to achievement potential.

- Excellent
 - Very favorable compared to acceptable standard (based on theme criterion).
Very few safety practice deficiencies.
Housekeeping performance nearly equal to achievement potential.
- Good
 - Favorable compared to acceptable standard (based on theme criterion).
Few safety practice deficiencies.
Housekeeping performance at acceptable level.
- Unsatisfactory
 - Inferior compared to acceptable standard (based on theme criterion).
Unacceptable level of safety deficiencies.
Unacceptable housekeeping level.

Areas rated will be all units (including outside battery limits), main shops, instrument shop, electrical shop, stores, control lab, Research 1, 2 and 3.

INSPECTION RESULTS

The general results of the plant inspection, including the outside areas, will be communicated Monday, September 24, 1984. The results will be communicated with the expanded staff, SHAC, Technical Center Safety Committee, Office Safety Committee and Hourly Safety Committee, Unit-Craft Safety representatives, and Unit-Craft Safety promotion team present. Group size has to be limited due to seating available in the cafeteria.

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INSPECTION TOUR SCHEDULE

FIRST DAY:
WEDNESDAY, SEPTEMBER 19

Arrive Texas City (Personnel Building Training Room) 8:00 a.m.

PRESENTATIONS 8:15 a.m.

Minutes

- | | | |
|---|---|----|
| 1. Overall Texas City Safety Program | R. T. Hammann (Bob)
Loss Prevention & Safety Supt. | 10 |
| 2. Plant Manager's Safety Board (PMSB)
and Safety Advisory Committee (SAC) | | 10 |
| 3. Safety and Housekeeping Action
Committee (SHAC) | E. P. Bailey (Paul) | 10 |
| 4. Plant Manager's Comments | G. L. Tromblee (Gene) | 5 |
| 5. Inspection Kickoff | | 5 |
| 6. Discussion | | 10 |

Distribution of Safety Equipment

BEGIN INSPECTION 9:00 a.m.

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1984
INSPECTION TOUR SCHEDULE

FIRST DAY:
WEDNESDAY, SEPTEMBER 19

Walk To Power 2.

WATER TREATING - PLANT AIR - POWER 2

0900-0940

Treatment of raw Brazos River water for plant use and generation facilities for breathing, instrument, and general plant air. Facilities for steam generation and boiler feed water treatment.

HOSTS

INSPECTORS

SHAC MEMBER

Meet in Control Room

Pick up cars parked by cylinder racks beside Stores.
Drive to Acetic Acid Control House.

DEPT. 50 ACETIC ACID

0940-1010

Acetic Acid is produced from carbonylation of methanol. This area includes catalyst preparation and product distillation facilities.

HOSTS

INSPECTORS

SHAC MEMBER

Park beside Control House.
Meet in Control Room.

Drive to Phthalic Anhydride Control House.

COFFEE - PHTHALIC ANHYDRIDE (Arrangements by Department)

1010-1025

1984 Inspection Tour Schedule, Wednesday, September 19 (Continued)

DEPT. 53 PHTHALIC ANHYDRIDE

1025-1055

Manufacturing process which uses BASF technology to convert air and orthoxylene to phthalic anhydride.

HOSTS

INSPECTORS

SHAC MEMBER

Park beside Control House.
Meet in Control Room.

Drive to Dept. 48-56.

DEPT. 48/56 OXO ALCOHOL-PHTHALATE ESTERS

Oxo alcohol area uses CO + H₂ blend gas and olefins as raw materials. Phthalic anhydride and oxo alcohol used to manufacture phthalate esters.

HOSTS

INSPECTORS

SHAC MEMBER

Park at Formaldehyde Storage Area (77T101).
Meet in Control House.

Walk to Dept. 33.

DEPT. 33 LACTIC ACID, DRUMMING FACILITIES & CT-8

1135-1205

Manufacturing for pharmaceutical grade lactic acid from lactronitrile.

HOSTS

INSPECTORS

SHAC MEMBER

Meet in Control House.

Pick up cars at 77T101, drive to car port.

LUNCH - Trays in Cafeteria Conference Room.

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1984 Inspection Tour Schedule, Wednesday, September 19 (Continued)

Walk to Zone I Office.

ZONE I OFFICE

1300-1310

Offices and conference room used by maintenance personnel for styrene process.

HOSTS

INSPECTORS

SHAC MEMBER

Walk to Operating Engineers Offices.

OPERATING ENGINEER OFFICES

Offices for operating engineers personnel.

HOSTS

INSPECTORS

SHAC MEMBER

Walk to Fire Station.

FIRE STATION

1320-1335

Two buildings which house the Texas City plant's fire fighting facilities.

HOSTS

INSPECTORS

SHAC MEMBER

Walk to Electric Shop.

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1984 Inspection Tour Schedule, Wednesday, September 19 (Continued)

ELECTRIC SHOP

1335-1350

Consists of central shop facilities and offices for power distribution, electrical maintenance, and maintenance engineering personnel. Walk to AN loading rack.

HOSTS

INSPECTORS

SHAC MEMBER

AN LOADING RACK, ESTERS LOADING RACK

1350-1410

Rail car handling facilities for acetic acid, methanol, TBA, sulfuric acid, IBY, ACH, and esters.

HOSTS

INSPECTORS

SHAC MEMBER

Pick up cars at truck loading spot west of 51T17-2.
Drive through North Storage.

PA LOADING RACK

1410-1420

Rail car handling facilities for phthalic anhydride.

HOSTS

INSPECTORS

SHAC MEMBER

Park north of reformer.

Drive to Dept. 513 Control House.

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1984 Inspection Tour Schedule, Wednesday, September 19 (Continued)

PRIMARY TREATMENT, AMMONIA TANK

1425-1450

Facilities for primary treatment of all plant aqueous waste streams. Ammonia storage tank provides raw material for AN manufacturing facilities at Texas City and Chocolate Bayou.

HOSTS

INSPECTORS

SHAC MEMBER

Meet at 513 Control Room.

BARGE & SHIP DOCKS 5, 4, 3, 2, 1

1450-1530

Barge and ship loading/unloading facilities for raw materials, products, used at and produced by Texas City plant.

HOSTS

INSPECTORS

SHAC MEMBER

Meet at Dock 5.

Drive through sandblasting, NSI Warehouse, Maintenance Laydown, Salvage Areas

1530-1600

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1984
INSPECTION TOUR SCHEDULE

SECOND DAY:
THURSDAY, SEPTEMBER 20

CAFETERIA CONFERENCE ROOM - Coffee & Rolls

0800-0815

Drive through South 22.

0815-0825

HOSTS

INSPECTORS

SHAC MEMBER

Park cars beside old
Pilot Plant.

MATERIAL HANDLING OFFICE BUILDING

0825-0835

Offices for supervision of distribution operations,
materials handling foreman and clerk; mail room,
printing & office services; QA Lab offices.

HOSTS

INSPECTORS

SHAC MEMBER

SUPER SHACK, AN INCINERATOR, DRIVE THROUGH STYRENE RACKS,
ACY RACK AND EAST STORAGE

0835-0855

HOSTS

INSPECTORS

SHAC MEMBER

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1984 Inspection Tour Schedule, Thursday, September 20 (Continued)

DEPT. 13 AKLYLATION, CT-1

0855-0925

Ethylbenzene is produced by the reaction of benzene with ethylene in the present of an aluminum chloride-organic catalyst complex.

HOSTS

INSPECTORS

SHAC MEMBER

Park south of 14-16
Control House by
Smoke Shack.
Meet in Control Room.

DEPT. 15 DEHYDROGENATION

0925-0950

Synthesis area for dehydrogenation of ethylbenzene to crude styrene.

HOSTS

INSPECTORS

SHAC MEMBER

Meet in Control Room.

COFFEE - SYTRENE-EB (arrangements by department)

0950-1005

DEPTS. 14 & 16 STYRENE - EB DISTILLATION

1005-1035

Dept. 14 - Ethylbenzene purification facilities.
Dept. 16 - Styrene purification facilities.

HOSTS

INSPECTORS

SHAC MEMBER

Meet in Control Room.

EB

SM

Drive to Salt Water Pump House and Zone 1 Warehouse.

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1984 Inspection Tour Schedule, Thursday, September 20 (Continued)

SALTWATER PUMP HOUSE AND ZONE 1 WAREHOUSE

1035-1050

HOSTS

INSPECTORS

SHAC MEMBER

Split Team.

Zone 1 Warehouse

Pump House

LUNCH - Trays in Cafeteria Conference Room

1100-1130

Walk to Stores.

STORES

1130-1200

Stores includes the shipping and receiving docks,
storage bins of inventory items, and offices.

HOSTS

INSPECTORS

SHAC MEMBER

Pick up cars in car port.
Drive to Warehouses.

WAREHOUSE A-B-C-F-G

1200-1230

Warehouse A contains class A materials
such as spare parts, paper goods, packing
materials. Serves receiving function.

Warehouse B contain flammable liquids,
acid, paint.

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1984 Inspection Tour Schedule, Thursday, September 20 (Continued)

Warehouse C contains class A materials, such as, insulation, packing.

Warehouse E contain materials needed for maintenance work orders.

Warehouse F contains long storage items, such as, mechanical equipment.

Warehouse G contains dry raw materials, such as, iodine, Fullers Earth, etc.

<u>HOSTS</u>	<u>INSPECTORS</u>	<u>SHAC MEMBER</u>	Split team. Park across from Zone 2.
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ZONE 2 OFFICE			1230-1245
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Offices for west plant maintenance personnel.

<u>HOSTS</u>	<u>INSPECTORS</u>	<u>SHAC MEMBER</u>
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Drive to car port.			1245-1255
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RESEARCH NO. 1			1300-1340
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This building houses analytical, catalyst characterization, radioisotope, and MIC Tech Services labs and bench scale reactor systems.

<u>HOSTS</u>	<u>INSPECTORS</u>	<u>SHAC MEMBER</u>	Meet 1st floor west side.
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1984 Inspection Tour Schedule, Thursday, September 20 (Continued)

RESEARCH NO. 2

1340-1440

(This building houses Technology Dept. and Industrial Hygiene labs, AN Catalyst Preparation facilities and AN and Styrene bench scale reactor systems. The instrument development and control department is located upstairs.

HOSTS

INSPECTORS

SHAC MEMBER

Meet at Visitor's lobby Northwest corner - 1st floor.

RESEARCH NO. 3

1440-1455

(This building houses MMTS offices, QA Lab chemists offices, crafts and maintenance offices and MMTS labs and shops as well as lab supply overstock.

HOSTS

INSPECTORS

SHAC MEMBER

Meet at North entrance below stairway outside.

PT WAREHOUSE & SOLVENT STORAGE

1455-1505

HOSTS

INSPECTORS

SHAC MEMBER

Walk to Main Office Building.

COFFEE - CAFETERIA (arrangements by Cafeteria)

1505-1515

1984 Inspection Tour Schedule, Thursday, September 20 (Continued)

CAFETERIA

1515-1525

Main plant cafeteria.

HOSTS

INSPECTORS

SHAC MEMBER

Meet at cash register.

DISPENSARY

1525-1535

Provides facilities for emergency first aid and for monitoring employee health.

HOSTS

INSPECTORS

SHAC MEMBER

MAIN OFFICE - 2nd, 3rd and 4th floors

1535-1555

Main Office building for manufacturing, distribution, environmental, safety, personnel and marketing personnel.

HOSTS

INSPECTORS

SHAC MEMBER

Split teams.
Meet in foyer.
2nd Floor
3rd Floor
4th Floor

QUALITY ASSURANCE LAB

1555-1630

Laboratory facilities needed to conduct analyses required for production and shipment of petrochemicals from Texas City plant and for environmental control.

HOSTS

INSPECTORS

SHAC MEMBER

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1984
INSPECTION TOUR SCHEDULE

THIRD DAY:
FRIDAY, SEPTEMBER 21

CAFETERIA CONFERENCE ROOM - Coffee & Rolls

0800-0815

OFFICE ANNEX

0815-0840

First floor of this building contains office for Technology Dept., Engineering Services and Guest Tech Service Group, Central Files, technical library and computer room.

HOSTS

INSPECTORS

SHAC MEMBER

Split Teams.
Meet in Main Lobby.

Second floor contains office facilities for Accounting, MIS Department with computer facilities, Plant Engineering Technical Support.

HOSTS

INSPECTORS

SHAC MEMBER

Meet in Front
Entrance 1st floor.

PERSONNEL TRAINING, PURCHASING BUILDING

0840-0855

Building contains plant purchasing offices, training facilities, video tape lab.

HOSTS

INSPECTORS

SHAC MEMBER

Meet in Personnel
Building Training
Room.

1984 Inspection Tour Schedule, Friday, September 21 (Continued)

LOCKER BUILDING NO. 1 & SAFETY SUPPLY

0855-0910

Building houses separate lockers, showers,
and changing rooms as well as the safety
supply store.

HOSTS

INSPECTORS

SHAC MEMBER

GUARD HOUSE

0910-0920

Major plant entry gate with offices for
supervisors and security group.

HOSTS

INSPECTORS

SHAC MEMBER

Drive to Dept. 51.

DEPT. 51 ACRYLONITRILE, CT-9

0920-1025

Two reactor trains and a single purification
train are used to produce acrylonitrile,
acetonitrile and hydrogen cyanide as a
by-product. Ammonia and propylene are used
as raw materials. Includes slip stream
reactor. (Start in South end, end near MeOH.)

HOSTS

INSPECTORS

SHAC MEMBER

Meet in Control House
Park East of Control
House off South St.

Drive car to methanol

COFFEE - METHANOL (arrangements by dept.)

1025-1040

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1984 Inspection Tour Schedule, Friday, September 21 (Continued)

DEPTS. 44-45-46 METHANOL, CT-3&4

1040-1110

Methanol, CO, and H₂ are produced by steam reforming of natural gas and CO₂. CO and H₂ are used in the production of oxo-alcohol and acetic acid.

HOSTS

INSPECTORS

SHAC MEMBER

Meet in Control House

DEPTS. 19-23-25-27-29 HCN-ACN-TBA-LN-ACY, CT-2

1110-1205

Manufacturing facilities for acetonitrile purification, tertiary butylamine, lactonitrile and acetone cyanohydrin. HCN Storage.

HOSTS

INSPECTORS

SHAC MEMBER

Meet in Control House

Drive car to Cafeteria

LUNCH - Trays in Cafeteria Conference Room

SHOP BUILDING

1305-1330

Central shops consists of facilities for pipe fabrication and plate and exchanger, machine and paint shops. Building also includes training rooms and various maintenance offices.

HOSTS

INSPECTORS

SHAC MEMBER

Meet at Shift Office

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1984 Inspection Tour Schedule, Friday, September 21 (Continued)

SOUTH MAINTENANCE BUILDINGS, INSTRUMENT SHOP & GARAGE

1330-1415

Building include carpenter-insulator shop, instrument department shop, field maintenance offices, and garage facilities.

HOSTS

INSPECTORS

SHAC MEMBER

Maintenance

Instrument

RECAP

1415-1630

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