PLAINTIFF'S EXHIBIT JMMC-90

RESPONSIBILITIES:

Plant Manager and Safety Coordinator will provide:

- Direction and coordination in implementing this program.
- Instructions on proper storage of hazardous materials and use of necessary safety signs.
- Instructions on installation and use of safety equipment.
- Instructions on proper labeling and any necessary placarding.

Purchasing will obtain Material Safety Data Sheets from vendors and forward them to Quality Control for distribution. This will include updated MSDSs received as well as those requested for new materials and/or new vendors.

Quality Control will establish departmental files and forward pertinent new or updated MSDSs as received. It is a joint responsibility of the head of the department and Quality Control to remove obsolete and unused MSDSs from these files.
The Safety Coordinator and Quality Control will review new processes to ascertain that all materials have been reported and properly covered (under this program).

- MSDS master file will be retained by Quality Control.
- A complete MSDS file will be maintained for the Shipping Dept.
- A complete MSDS file will be maintained for E & R personnel.
- Department files will be maintained for:

Transite Finishing	PVC Pipe
Transite Forming	Injection Molding
Insulated Pipe	Perma-Loc
Molding	Permastran

Project Supervisor will administer this program for outside contractors, under the direction of the Plant Manager and the Safety Coordinator.

- To advise and provide information for those who may be exposed to hazardous materials while performing work for our firm.
- To determine if any materials furnished by the contractor are hazardous. If materials materials classified as hazardous are to used, with exposure to J-M employees possible, adequate training must be provided (prior to use of those materials).
- Information provided and training provided must be recorded, including names of those trained, with documentation forwarded to the Safety Coordinator.
- When a contractor performs a continuous service, such as water treatment, materials used should be included in the departmental program.

Head of department will:

- Inform Safety Coordinator, Purchasing and Quality Control of material and/or vendor additions, deletions or changes.
- Be informed on content and meaning of applicable Material Safety Data Sheets to determine the hazards and safe work practices involved with each substance present in the work place.
- Assure that the department's MSDS file is maintained and is readily accessible to all employees.
- Advise Environmental Control Coordinator and shipping supervisor if an occasion arises requiring shipment of hazardous materials from this location.
- Maintain clearly marked containers and specific areas where hazardous materials are stored.

(Haz. Mtrls, Head of Dept. responsibilities - continued)

- Produce and maintain a Hazardous Material Communication Program. This program will include, but not be limited to:
  a. location of the MSDS file.
  b. familiarization with Material Safety Data Sheets and the information they contain.
  c. a list of covered materials used in the department.
  d. how these materials are marked and stored.
  e. how and where each material is used.

  (A copy of the updated program will be forwarded to the Plant Manager for his approval; the copy will then be filed in the plant master file.)
- Conduct Hazardous Material Communication Programs for:
  a. all departmental employees.
  b. all new employees <u>prior</u> to exposure to any of the materials in the production operation.
  c. temporary employees who may have their training limited to actual exposure items. This in no way reduces the requirements for adequate training, recordkeeping, or complete training if the assignment is to be long-term.

  This training will be a part of the continuing safety program, which will provide the opportunity to review materials on a periodic basis.

Training objectives are that each employee will know:

a. how to read and understand Material Safety Data Sheets

b. the chemical identity and the common name

c. where and how the material is used

d. how to identify the material by odor and appearance (not mixed with other substances)

e. what the hazards are

- physical hazards
- acute health hazards, including symptoms of overexposure
- chronic health hazards

f. what protective equipment to use in minimizing exposure

g. the proper way to wear personal protective equipment

h. immediate first-aid procedures for a worker suffering from over-exposure

i. the location of the departments MSDS file

j. proper procedures for handling spills

k. plant evacuation procedures

(assembly point is the hourly parking lot or, if it is deemed to be unsafe, the Texas Highway Information Office located at the southeast corner of plant property).

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TO: All Supervisors

Enforcement of safety rules (as well as other applicable rules) is actually a matter of education. Employees must understand the rules and the importance of following them.

To set a good example for employees, management and supervisors must know and believe in the rules, and must religiously follow them.

SUPERVISORS RESPONSIBILITIES:

To maintain a work environment that assures the maximum safety for his employees.

To instruct employees periodically on precautions, procedures, and practices to be followed to eliminate accidental exposure to harmful agents.

To insure that meticulous housekeeping practices are developed and employed at all times.

To insure that food, candy, beverages, other edibles, and tobacco are not stored or consumed in work areas, where toxic materials may be present.

To promptly inform management and the safety organization of any operation or condition which appears to present a hazard to his employees.

To inform the medical organization promptly in case of accidental exposure, and to send the employee(s) involved to the medical department for examination.

To furnish his employees with the proper personal protective equipment, instruct them in its proper use, and enforce the wearing of such equipment.

To observe all work restrictions imposed by the medical organization.

To consult with safety, industrial hygiene, engineering, and medical personnel for aid in fulfilling his responsibility.

To administer appropriate disciplinary action when safety rules are violated.