

FILE NAME: US Gypsum (USG)

DATE: October 4, 1937

DOC#: USG038

DOCUMENT DESCRIPTION: 1937 Regulation regarding Elimination of Dusty Conditions.

Operating Division	<u>ELIMINATION OF DUSTY CONDITIONS</u>	No. 4-5-1
Approved		Date 10- 4-37
		Sheet 1 of 1
		New Bulletin

COMPLIANCE WITH LABOR LAWS: The regulations on ventilation and elimination of dust, as set up by the labor laws or rules in the particular state, shall be followed. It shall be the responsibility of the Works Manager or Superintendent to be sure that we are complying with these rules. If a plant has a Safety Manager, it shall be his responsibility to find out what these rules are and what is necessary to comply with them. But it shall remain the responsibility of the Works Manager to see that the rules are complied with and that all orders given by state inspectors relating to dust collecting or eliminating equipment are carried out.

HISTORY OF MEN SEEKING EMPLOYMENT: A complete occupational and medical record shall be taken of all men seeking employment before they are hired. Form 2238-Rev. shall be used for this purpose and made a part of the employees permanent record. Specific reference shall be made of all previous exposures to dust, particularly Asbestos or Silica Dust. Anyone having a questionable history of exposure to dust or lung disability shall be X-rayed, and the X-ray referred to the Insurance Department, Chicago, before final employment. Exception: At East Chicago, Oakfield and Jersey City where a complete medical examination is required Bulletin 4-2-1 shall be followed.

GENERAL REGULATIONS AND PRECAUTIONS:

1. Extremely dusty conditions must be eliminated.
2. Clean-up should not increase dust concentration.
3. Good ventilation shall be maintained at all times at all places where men are working.
4. Dust collecting equipment must be regularly inspected and maintained, following instructions issued by the manufacturer.
5. Bates packers shall be kept tight and if it is not possible to operate a Bates packer without creating a great deal of dust, it shall be equipped with a hood and a collector.
6. Workmen exposed to high concentrations of dust on infrequent jobs such as screening retarder, mixer brush-out, etc., shall be required to wear respirators. Refer to bulletin 4-1-17 on respirators.
7. Conveying, elevating and mixing equipment must be so maintained that they are not sources of dust.
8. Where elimination of dust is impossible under present conditions, authorities for dust collecting equipment should be prepared and their installation recommended on the basis of dust elimination, rather than actual savings.

M. M. Basquin
General Manager of Operations.



CANCELLED APR 25 1938

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