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MINUTES  
MEETING, INDUSTRIAL CONFERENCE  
NATIONAL SAFETY COUNCIL  
LAKE SHORE CLUB, CHICAGO, ILL.  
JANUARY 25, 1962

ATTENDANCE

OFFICERS

- R. P. Hamilton, Chairman, Industrial Conference, St. Louis-San Francisco Railway Co., St. Louis, Mo.  
C. F. Schluster, Chairman-Elect, Industrial Conference, Employers Mutuals of Wausau, Wausau, Wis.  
R. G. Benson, Secretary, Industrial Conference, National Safety Council, Chicago, Ill.

MEMBERS

- D. Adair, Pacific Coast Assn. of Pulp and Paper Mfrs., Portland, Ore. (Member-at-Large)  
R. H. Albisser, Merck & Co., Inc., Rahway, N. J. (Board of Directors)  
C. A. Allen, American Mutual Liability Insurance Co., Wakefield, Mass. (Member-at-Large)  
Dorothy Armstrong, R. H., The Peoples Gas Light & Coke Co., Chicago, Ill. (Member-at-Large)  
C. Ballinger, Owens-Illinois Glass Co., Gas City, Ind. (Chairman, Glass & Ceramics Section)  
T. J. Berk, Metropolitan Life Insurance Co., New York 10, N. Y. (Member-at-Large)  
J. S. Bowman, United States Plywood Corp., New York 36, N. Y. (Member-at-Large)  
T. H. Bullard, The Budd Co., Philadelphia 32, Pa. (Chairman, Power Press and Forging Section)  
T. J. Cain, Jr., The B. F. Goodrich Co., Akron, Ohio (Member-at-Large)  
M. Cernetisch, John Morrell & Co., Ottumwa, Iowa (Chairman, Meat Packing Section)  
R. M. Coe, Goodman Mfg. Co., Chicago 9, Ill. (Chairman, Automotive and Machine Shop Section)  
J. M. Convery, National Assn. of Manufacturers, New York 17, N. Y. (Member-at-Large)  
V. P. Coulon, Sealright-Oswego Falls Corp., Fulton, N. Y. (Chairman, Pulp and Paper Section)  
W. N. Cox, Jr., Georgia Institute of Technology, Atlanta 4, Ga. (Member-at-Large)  
J. G. Cullen, Ford Motor Co., Dearborn, Mich. (Member-at-Large)  
H. C. Daulton, Louisville & Nashville Railroad Co., Louisville 1, Ky. (Chairman, Railroad Section)  
F. H. Deeg, National Assn. of Mutual Casualty Cos., Chicago 6, Ill. (Member-at-Large)  
J. A. Dickinson, Engineering Consultant, Bethesda 14, Md. (Member-at-Large)  
E. Dunbar, Potomac Electric Power Co., Washington 4, D. C. (Vice Chairman, Public Utilities Section)  
D. A. Farrell, United States Steel Corp., Pittsburgh 30, Pa. (Member-at-Large)  
H. H. Fawcett, General Electric Co., Schenectady, N. Y. (Chairman, Chemical Section)  
P. C. Folse, Socony Mobil Oil Co., New York 17, N. Y. (Board of Directors)

PLAINTIFF'S  
EXHIBIT

NSC-144

- R. D. Gidel, U. S. Department of Labor, Washington 25, D. C. (Member-at-Large)
- W. R. Gilliland, Aluminum Co. of America, Pittsburgh 19, Pa. (Member-at-Large)
- H. P. Goodin, City of Minneapolis, Minneapolis, Minn. (Member-at-Large)
- G. L. Gorbett, Monsanto Chemical Co., St. Louis 66, Mo. (Group Vice Chairman)
- D. H. Grothaus, McCall Corp., Dayton, Ohio (Member-at-Large)
- R. H. Hagopian, Assn. of Casualty & Surety Cos., New York 38, N. Y. (Member-at-Large)
- W. L. Hanau, American Fore Loyalty Insurance Group, Chicago, Ill. (Member-at-Large)
- R. Hart, Dayco Corp., Dayton 1, Ohio (Chairman, Rubber Section)
- R. M. Hartman, Bethlehem Steel Co., Bethlehem, Pa. (Member-at-Large)
- D. F. Hayes, U. S. Atomic Energy Commission, Washington 25, D. C. (Board of Directors)
- W. G. Hazard, Owens-Illinois Glass Co., Toledo 1, Ohio (Member-at-Large)
- N. L. Heuer, Anheuser-Busch, Inc., St. Louis 18, Mo. (Member-at-Large)
- J. D. Holtzapfel, Blaw-Knox Co., Pittsburgh, Pa. (Member-at-Large)
- H. F. Johnston, The Funkhouser Mills Div. of the Ruberoid Co., Hagerstown, Md. (Chairman, Cement, Quarry and Mineral Aggregates Section)
- W. M. Kleinmann, Johnson and Johnson, Chicago, Ill. (Chairman, Textile Section)
- A. Kolu, Pickands Mather & Co., Duluth, Minn. (Chairman, Mining Section)
- T. A. Kraklow, Deere & Co., Moline, Ill. (Board of Directors)
- C. S. Kruger, Carlisle Tire & Rubber Co., Div. of Carlisle Corp., Carlisle, Pa. (Vice Chairman, Rubber Section)
- E. C. Kryszak, Montgomery Ward & Co., Chicago, Ill. (Chairman, Trades and Services Section)
- E. B. Landry, U. S. Post Office Department, Washington 25, D. C. (Member-at-Large)
- E. C. Leonard, Inland Steel Co., Ishpeming, Mich. (Vice Chairman, Mining Section)
- F. C. Lewis, The Pullman Co., Chicago 6, Ill. (Member-at-Large)
- J. Lloyd, Jersey Central Lines, Jersey City, N. J. (Member-at-Large)
- J. S. Mark, Fertilizer Manufacturing Div., Farm Bureau Coop. Assn., Inc., Columbus, Ohio (Vice Chairman, Fertilizer Section)
- D. D. Mateer, Jones & Laughlin Corp., Pittsburgh Works Div., Pittsburgh 3, Pa. (Chairman, Metals Section)
- H. S. McFarland, General Motors Corp., Detroit 2, Mich. (Board of Directors)
- E. G. Meiter, Employers Mutuals of Wausau, Milwaukee 16, Wis. (Member-at-Large)
- G. R. Merriman, Southern Kraft Div., International Paper Co., Mobile, Ala. (Member-at-Large)
- W. E. Montgomery, Quebec Asbestos Mining Assn., Montreal 2, Quebec, Canada. (Honorary Life Member)
- R. L. Moore, Lumbermens Mutual Casualty Co. and American Motorists Insurance Co., Chicago 40, Ill. (Member-at-Large)
- C. R. Neil, Bethlehem Cornwall Corp., Cornwall, Pa. (Member-at-Large)
- R. I. Pisle, Chicago District, Republic Steel Corp., Chicago 17, Ill. (Member-at-Large)
- J. S. Queener, E. I. du Pont de Nemours & Co., Inc., Wilmington, Del. (Board of Directors)
- L. J. Quinker, Schenley Distillers, Inc., Louisville, Ky. (Chairman, Food and Beverage Section)
- Louise Ratner, Ohio Dept. of Highways, Bureau of Accident Control and Claims, Columbus 15, Ohio (Chairman, Public Employee Section)
- H. Riefenstahl, Alpha Portland Cement Co., Easton, Pa. (Member-at-Large)
- C. Rosberg, Richter-McCall & Co., Chicago 7, Ill. (Chairman, Printing and Publishing Section)
- C. C. Ruddick, Pittsburgh Plate Glass Co., Pittsburgh, Pa. (Member-at-Large)

- D. P. Russell, Canadian Pacific Railway Co., Montreal, Quebec, Canada. (Vice Chairman, Railroad Section)
- A. L. Schmuhl, Associated General Contractors of America, Washington 6, D. C. (Member-at-Large)
- Clare B. Schwartz, R. N., Employers Mutuals of Waukegan, River Forest, Ill. (Chairman, Occupational Health Nursing Section)
- I. W. Shutt, Joseph E. Seagram & Sons, New York 22, N. Y. (Member-at-Large)
- H. S. Simpson, Caterpillar Tractor Co., Peoria 8, Ill. (Member-at-Large)
- G. R. Smith, Champion Lamp Works, Lynn, Mass. (Vice Chairman, Electrical Equipment Section)
- J. E. Smith, Spencer Chemical Co., Pittsburg, Kans. (Member-at-Large)
- S. F. Spence, American Cyanamid Co., New York 20, N. Y. (Board of Directors)
- K. L. Stebbins, Lycoming Div., AVCO Mfg. Corp., Stratford, Conn. (Chairman, Aerospace Section)
- G. H. Steel, Ralston Purina Co., St. Louis, Mo. (Board of Directors)
- F. E. Storch, The Whitehall Cement Mfg. Co., Cementon, Pa. (Member-at-Large)
- G. C. Stromace, Atlantic Coast Line Railroad Co., Jacksonville, Fla. (Member-at-Large)
- W. E. Stuffing, Carrier Corp., Syracuse 1, N. Y. (Member-at-Large)
- Q. V. Tuma, Texaco, Inc., Houston 1, Texas (Chairman, Petroleum Section)
- E. J. Turton, Westinghouse Electric Corp., Buffalo, N. Y. (Member-at-Large)
- J. F. Van Nance, Westinghouse Electric Corp., Pittsburgh 30, Pa. (Member-at-Large)
- D. G. Vaughan, Aetna Casualty & Surety Co., Hartford, Conn. (Honorary Life Member)
- H. H. Warayn, Trans-World Airlines, Inc., Kansas City 8, Mo. (Vice Chairman, Air Transport Section)
- R. A. Wendell, Corps of Engineers, U. S. Army, South Atlantic Div., Atlanta, Ga. (Chairman, Construction Section)
- V. L. Womeldorff, Illinois Power Co., Decatur, Ill. (Member-at-Large)
- E. C. Woodward, A. O. Smith Corp., Milwaukee, Wis. (Board of Directors)
- C. R. Zeasky, Consolidated Underwriters, T. H. Martin & Co., Kansas City 8, Mo. (Member-at-Large)

#### GUEST

W. V. Hayes, New York Central System, New York, N. Y.

#### COUNCIL STAFF

A. M. Baltzer, Director, Production, Industrial Department

R. G. Belknap, Staff Representative, Industrial Department

Helen Bernstein, Assistant Secretary, Industrial Conference

L. W. Dutton, Director, Special Projects Division

Debra Glover, R. N., Staff Representative, Industrial Department

A. S. Kelly, Assistant Manager, Industrial Department

H. J. McRae, Staff Representative, Industrial Department

G. Miller, Director, Research and Statistics Department

M. E. Petersen, Staff Representative, Industrial Department

P. Schleich, Staff Representative, Industrial Department

P. E. Sheppard, Staff Representative, Industrial Department

J. Siedlecki, Director, Industrial Hygiene, Industrial Department

L. C. Smith, Director, Industrial Training, Industrial Department

R. M. Wilkins, Staff Representative, Industrial Department

PRESIDING: ROY P. HAMILTON, CHAIRMAN

I. CALL TO ORDER AND REMARKS OF CHAIRMAN

Mr. Hamilton, Chairman of the Industrial Conference, welcomed all those present and requested a standing introduction.

II. APPROVAL OF MINUTES OF THE OCTOBER 15, 1961 MEETING

The Minutes of the October 15, 1961 meeting were approved as mailed.

III. INDUSTRIAL DEPARTMENT REPORT - Roy G. Benson

Mr. Benson introduced Mr. Hugh McRae, former Safety Director of the Ontario Highway Department and AVRO Inc. Mr. McRae will be assigned as Staff Representative for Aerospace and Air Transport Sections as of February 1, 1962. Mr. R. Wilkins, former Staff Representative to these Sections will assume his new position as Manager of the Labor Department.

At the January meeting of the Finance Committee of the Council's Board of Directors, the Industrial Department budget was approved to enable us to add one more Staff Representative, this will help reduce the workload of some of our Division Directors, three of whom are handling two Sections plus administrative work.

The Vice Chairmen's Training Sessions held on November 8-9, 1961 again proved most beneficial for the newly elected Vice Chairmen. Two more meetings in conjunction with the Industrial Conference meetings are planned.

The Advisory Group of the Associations Committee (formerly known as the Small Business and Associations Committee) had developed an outline of the Association Division objective.

Off-The-Job Safety is a subject where increasing attention is being noted, at a recent off-the-job safety conference held in New York there were 70 people in attendance; another meeting is planned for 1962 and possibly will be held on the West Coast.

On February 14-15, 1962 a Hospital Safety Institute is being conducted by the University of Michigan at Ann Arbor. The American Hospital Association until recently has provided direction for the Council's Hospital Safety Services program, this work has now been turned over to the Council. A new committee will be formed and will consist of five hospital administrators (whose names will be supplied by the Hospital Association) and five National Safety Council representatives.

The Home Study Course is going very well. As of this date, there are 1,500 students enrolled. As a matter of interest to Conference members a total of 676 students have now been graduated. A check shows some 25 students are enrolling each week. Just prior to the start of this meeting notice was received that a western copper company had enrolled 101 supervisors in the course at one time.

The series of "Key Man" supervisor training films made last year are proving successful. Presentations of these films were made to both A. B. Dick & Company and to International Harvester Company for their help in providing facilities for the filming.

Response to the new material prepared for the "SAFETY EVERYWHERE.... all the time" campaign is not what we had anticipated. The new film "Ten Long Minutes" is an outstanding film and the recall material seems equal to that previously available, but response has been negligible. It is thought that member companies may be waiting for their 1962 budget before continuing the program.

The Industrial Department's production schedule for 1962 will consist of the following material:

- Vacation Booklet - 8 pages
- Attitudes Booklet - 16 pages
- SEATT film (dependent on response to "Ten Long Minutes")
- Foremen's Safety Talks - based on case histories
- Office Safety Manual - 60-75 pages (for white collar workers)
- Stickers to replace decals
- Wallet Card for Award Winners
- Football Film - highlights of 1961 pro-football season with two-three minutes of sequences on safety rules and protection equipment
- Rules Booklet - 32 pages
- Attitude film - 20 minutes in color
- Slide Film series - six subjects and 25 slides per subject with a script

Subjects for these slide films will be selected from the following:

- Guarding
- Office Safety
- Electrical Hazards
- Chemical Hazards
- Material Handling
- Fire Extinguishers
- Ladders
- Off-The-Job Safety

Each year the Industrial Department is, and all other Departments are called on to produce Goals for the coming year and three and five year projections. The Department's Goals for 1962 plus those for the Off-The-Job and Association areas, are attached.

At this year's Safety Congress a survey card will be used to try to obtain information as to areas of interest and other information useful in the planning of future Congresses. It is planned that the back of the Registration Card will be used for the survey and one meeting of each Section will be the survey audience.

The National Safety Council will celebrate its Golden Anniversary, during the 1962-1963 year. A staff committee has been designated to plan some special events and materials for the occasion. ~

The Sections participating in the Wm. H. Cameron Award have submitted material to meet the deadline specified by the rules. This material will be duplicated and sent to the Subcommittee Chairmen of the various Standing Committees, selected to review and vote on this particular Award. It is planned to send this material out on or about March 1, and that it be returned by April 1. This, will then give ample time for the Awards and Honors Committee to be able to report that the contest has been completed at the May, 1962 meeting of the Industrial Conference. The winning Section's name will be withheld until October, 1962.

#### IV. 1962 SUBJECT SESSIONS

This year the Subject Sessions will be programmed and handled by the Industrial Conference. Mr. W. Kleinmann, as Chairman of the Congress Program Committee was requested to report.

Mr. Kleinmann spoke briefly on the way this year's Subject Sessions would be developed.

At the October meeting it had been decided that the Executive Committee of the Industrial Conference would take over the prime responsibility for the Sessions. A report had been prepared by a Special Study Committee, chaired by Mr. G. O. Griffin, outlining a review of Sessions for the last decade and listing subjects which had proved to be most popular from the indicated attendance. From this list eight subjects were chosen. A member of the Executive Committee was assigned to each of the Subject Sessions. A staff coordinator was also assigned and then to be sure that the entire program was coordinated, Mr. Wolff of the Industrial Department staff was named to oversee the entire operation. Listed below is a chart giving each Subject and individuals assuming responsibility:

| Tuesday<br>October 30                               | Wednesday<br>October 31                              | Thursday<br>November 1                          |
|-----------------------------------------------------|------------------------------------------------------|-------------------------------------------------|
| Basics of Safety I<br>R. H. Ferguson<br>A. S. Kelly | Basics of Safety II<br>R. H. Ferguson<br>A. S. Kelly | Motivation<br>E. S. Hannaford<br>M. Blumenthal  |
| Communications<br>C. F. Schlueter<br>R. Currie      | Maintaining Interest<br>P. C. Folse<br>A. Baltzer    | Training<br>M. C. M. Pollard<br>L. Smith        |
| Planning for Safety<br>R. Albisser<br>J. Siedlecki  | Off-The-Job Safety<br>J. S. Queener<br>P. Sheppard   | Material Handling<br>G. O. Griffin<br>L. Dutton |
|                                                     | Corporate Safety Program<br>J. Grimaldi<br>R. Currie |                                                 |

V. REPORT FROM VICE PRESIDENT FOR MEMBERSHIP

Mr. H. W. Champlin, Manager of the Membership Department, presented the following report:

In spite of the poor business conditions experienced during the early part of the year, I am pleased to report that 1961 turned out to be a fairly good year for both sales and membership.

Earned membership dues and sales income exceeded the \$4,730,000 budget estimate by 56 thousand dollars. Virtually all of this increase can be attributed to the 14 per cent increase in the sale of off-the-job safety materials during 1961. Sales of this classification of material amounted to \$646,000 during the year, or 13 per cent of all dues and sales revenue.

Although the fundamental strength of the Council lies in its membership, financial growth in recent years is largely due to the increased purchases of non-member organizations. For the sixth consecutive year, the membership remained at the 9,000 numerical plateau reached in the mid-Fifties. New memberships did slightly exceed cancellations, but the increase was only 68 members and \$4,400 in dues.

For those of you that may tend to reason from these microscopic results that the membership work is not worth the time of the membership volunteers and the promotional expense of the staff, let me quickly point out that the dimensions of this treadmill are surprisingly large. The annual membership turnover rate is nine per cent numerically, and involves 4.5 per cent -- about \$54,000 -- of the membership dues total.

Fortunately, the Council has not had to rely on membership expansion to produce revenue growth. Increased purchases by Federal agencies, by non-member organizations, and by the many smaller concerns now being contacted by the state and local safety organizations engaged in direct sales of Council materials under the Sales Agreement arrangement are important factors in this expansion. Of equal importance, is the previously mentioned increase in the use of off-the-job materials by the membership.

These gains have resulted in a very respectable 17 per cent growth in earned income over the past four years. I am convinced that continued growth can be expected if the Council continues, as it has, to adjust its accident prevention services to the needs of the nation, and creatively probes for new markets and methods of reaching them.

VI. REPORTS OF THE INDUSTRIAL CONFERENCE STANDING COMMITTEES

Mr. J. S. Queener, introduced the two Committee Group Vice Chairmen, Mr. R. H. Albisser and Mr. T. A. Kranklow.

Group Vice Chairman - A. Mr. Albisser requested reports from the committee chairmen under his jurisdiction.

A. Audio Visual Aids Committee - Mr. W. E. Stuffing

The new 2 x 2 inch visual aids proposed by the Council was the subject of much discussion. A Fact Sheet on these slides had been prepared and is now ready for distribution to all Industrial Department Sections for use by their Sectional Audio Visual Aids Committees, this same Fact Sheet will be published in the June issue of the NATIONAL SAFETY NEWS.

A subcommittee had been appointed to evaluate all visual aids materials submitted by Sections that are competing for the Wm. H. Cameron Award, this subcommittee is made up of the following people:

R. L. Moore, Chairman  
Clare Schwartz, R.N.  
R. D. Eberly  
W. Dudek

Staff representatives have been requested to urge their Sections to promote the use of Sectional posters. The Railroad Section has already cooperated and prepared a special flyer covering the use of Railroad Safety Posters. The results and analysis of the replies to the post card survey of Council members using safety posters was summarized and reviewed by the Audio Visual Aids Committee. A revised summary is being prepared as an article to appear in a forthcoming issue of the NATIONAL SAFETY NEWS.

B. Off-The-Job Safety Committee - Mr. T. J. Berk

The Regional Off-The-Job Safety Conference co-sponsored by the Greater New York Safety Council had suggested changes if the meetings are continued.

A discussion was also held on how the Off-The-Job Safety Committee could obtain more up-to-date information on Sectional Committee activities in this area. It was suggested that sectional reports on off-the-job safety be compiled.

Plans for the 1962 Subject Session on Off-The-Job Safety are well underway and several speakers have been selected.

The committee discussed ways and means to encourage local or State Safety Conferences in having off-the-job safety on their program and an attempt to reach these program coordinators is to be made.

MOTION: That the Off-The-Job Safety Committee favor the establishment of an award issued by the National Safety Council where it is shown that loss of life or serious injury was prevented by wearing Seat Belts.

The Seat Belt Award suggestions were submitted for review to the Conference Contests and Awards Committee and their answer will be given to the Conference. If approved, the suggestion would then be taken to the Council's Award Committee and finally to the Board of Directors for the establishment of such an Award.

It was stated that a subcommittee would be appointed to develop rules and other promotional material for establishing the Seat Belt Award.

C. Technical Publications Committee - Mr. C. C. Ruddick

The committee at their January 23 meeting had discussed the review of the new "Handbook for Technical Publications Development" which has been prepared by the Industrial Department. It was agreed that a problem with the initiation of data sheets still exists. More data sheets are needed, therefore, the committee agreed that Mr. Ruddick as Chairman should:

1. Suggest that the Industrial Conference conduct a campaign to stimulate the development of more data sheets by the Council Sections.
2. Suggest that the Industrial Conference recommend to the American Society of Safety Engineers that consideration be given to instituting a campaign among the Chapters for more data sheet development and that the Society review its award plan with a view to stimulating more data sheet development.
3. Suggest to the Council staff that a method of follow-up on data sheet progress be developed to notify Section chairmen as to the progress of data sheets which their Sections have undertaken.

It was agreed that final review of data sheets and approval by the Technical Publications Committee will generally be devoted to an evaluation of review coverage and the assimilation of the reviewers' suggestions.

The handling of the data sheet reviewers' suggestions by the Council staff was the subject of considerable discussion. Committee members present agreed unanimously that the Council staff is most competent to handle these suggestions; that the integrity of the staff has never been in question and that the principles followed by the staff in dealing with the reviewers' suggestions concerning data sheets has been most satisfactory.

D. Standards Committee - Mr. John Dickinson

Mr. John Dickinson "acting" Chairman for this committee reported that this group had met on January 23 and discussed ways and means of keeping in touch with the progress of code projects on which the Council is represented.

In order to make the information thus developed available to this committee the following MOTION was made:

MOTION: That an annual survey be made of all Council representatives on code committees in time for a summary presentation at the October 1962 meeting of the Standards Committee.

MOTION was approved.

The Standards Committee also discussed the question of procedure followed by the Council in instructing its representatives when they undertake an assignment and whether they vote on approval of code drafts under instruction from the Council. The Standards Committee has requested that the staff prepare a report on these procedures to be presented at the May, 1962, meeting.

Certain obligation is felt by the committee to explore methods of encouraging wider, more effective use of safety standards. After considerable discussion the following suggestions were made for staff consideration.

That the NATIONAL SAFETY NEWS list every new safety standard or revision as issued.

The publication of a bibliography of all safety standards.

E. Industrial Safety Training Committee - Mr. E. Hannaford

Considerable discussion took place regarding the standards for the accreditation of individuals who will be qualified to teach industrial safety courses for supervisors. The report has been completed and the standards will be presented to the Industrial Conference meeting in May of 1962.

The subcommittee to promote field courses on the Fundamentals of Safety are developing effective promotion plans which will also be presented in May.

The evaluation of National Safety Council training materials for possible conversion to programed learning has resulted in the selection of two items chosen from the present supervisory training materials for pilot development.

Consideration is being given to the preparation and publication of an advanced Supervisors Training materials to satisfy requests from those who have completed the Home Study Course for further home study.

A revised statement of duties and responsibilities of the Industrial Safety Training Committee has been prepared and will be submitted to the Executive Committee for their approval.

Group Vice Chairman - B. Mr. T. Kraklow requested reports from the committee chairmen under his jurisdiction.

A. Contests and Awards Committee - Mr. J. Lloyd

The duties, scope and responsibilities of the committee were reviewed and revised. Also revised were portions of the rules concerning the "Distinguished Service to Safety" award relating to announcement of winners.

Preliminary consideration was given to the idea submitted by the Off-The-Job Safety Committee, regarding a Seat Belt Award.

B. Mechanical Safeguarding Committee - Mr. E. Landry

In the absence of the Chairman, Mr. Hedges, Mr. E. Landry reported for the committee

The Good Housekeeping magazine had requested clarification of certain technical points as presented in the committee's article "Home Electrical Equipment Grounding." Circulation of this publication is 4,500,000.

Five major electric shaver manufacturers have forwarded written replies indicating that the safeguards they have designed into their shavers to prevent electric shock are proving successful. This information satisfied the committee that the present designs are adequate and comply with the UL requirements. Therefore, this investigation project has now been completed.

The committee was informed that the "Mechanical Safeguarding Picture Book" has been given a publication date of August 1, 1962.

A letter will be mailed to all committee members requesting them to outline the procedures used in their individual companies in using lock-out pneumatic and hydraulic systems, information on the make, model, type and drawings of lock-outs would also be sought.

MOTION: A motion was made to instruct the Council's Home Division to prepare an Off-The-Job safety pamphlet on "Grounding of Home Electric Equipment" and methods of checking for overloads in circuits in the home.

MOTION was approved.

C. Nuclear Energy Committee - Mr. D. F. Hayes

The committee discussion revealed the need for standard requirements for the transportation of spent fuels. Regulation 10CFR72 has been written and distributed for comments prior to publication. The inter-agency has adopted a technical draft as a basis for preparing standards for transportation of all radioactive materials from 0 to 2,000 Curies. The basis of the technical draft was the desirability to have international uniformity as well as national. The Nuclear Energy Committee's responsibility is to promote understanding of the problem and its regulations to the National Safety Council membership. Since it is felt that there should be some means of getting the story regarding the transportation of radioactive materials to the Council membership. Mr. Hayes will prepare a resume of the current status to the Sections involved in such transportation. The report will cover the problems involved and the regulations either now in effect or being formulated.

The Atomic Energy Commission has scheduled regional meetings where the AEC and ICC representatives will discuss the types of radioactive materials which are being transported, how they are transported and the safeguards that must be provided for such shipments.

The first draft of the proposed Data Sheet "Beta Thickness Gauges" will be submitted by the Metals Section within the next month.

Mr. Hayes also reported that the Zelenko Bill to provide Federal Compensation for disability or death resulting from injury to employees in occupations which expose them to radioactive material - was again introduced in Congress.

The principal feature of the Zelenko Bill is the presumption of injury concept. Under this Bill, compensation is payable for any disability or death of an employee due to injury. Such injury will be presumed for:

1. An ordinary disease of life that can be caused by exposure to radiation if the disease is certified as such by the Public Health Service.

2. Any employee who for any given period is exposed to more than the maximum permissible level fixed by the Agency authorized to establish the maximum level.

The Industrial Department of the National Safety Council has scheduled a Radiation Course for March 26-30, 1962.

D. Research Projects Committee - Mr. S. F. Spence

It was reported that an investigation of the scope and status of Safety Research Projects is being conducted by grants from the U. S. Public Health Service.

A resolution was presented at the committee meeting to the effect that the committee needs more staff assistance in order to carry out its work. This is a reiteration of the statement made at the time of the May 1961 meeting, upon which no apparent action was taken.

To ensure that the Metropolitan Award receives adequate attention in Industrial Research areas, the Research Projects Committee requests that the Manager of the Industrial Department provide full details on the award in a letter to all Sectional Committee Chairmen, with a request that this be placed on Agendas of future Sectional Executive Committee meetings. Editors of Sectional Newsletters should also be notified in order to publicize the Award through that media.

E. Associations Committee - Mr. F. Laderer

Six associations are conducting surveys on safety experience in their membership. Increased emphasis is being placed on "stepping up" safety services for associations that have continuing and established programs.

The following motion was presented:

MOTION: The committee unanimously recommends to the Industrial Conference that the name of the committee be changed to ASSOCIATIONS COMMITTEE and that corresponding change be made to bring the Council designation to read ASSOCIATIONS DIVISION, thereby dropping entirely all reference to Small Business.

MOTION was approved.

VII. REPORTS AS PRESENTED BY SECTIONAL GENERAL CHAIRMEN

A. Aerospace Section

Mr. Stebbins, Chairman of the above Section, had submitted the following report.

#### Meetings

The Section's Executive Committee met on October 17, 1961 in the Chicago, Hilton Hotel. Fourteen members were present at this meeting which constitutes 48 per cent of the members. The spring meeting is planned for March 5, 1962 in Washington, D. C., in conjunction with the President's Conference on Occupational Safety.

#### Engineering

The committee has been working on the Data Sheet "Pneumatic Pressure Systems," this has now been processed through the ballot review state. The outline on the proposed Data Sheet "Beryllium" has been approved and the Data Sheet on "Working in Confined Spaces" was cleared on August 4, 1961.

#### Off-The-Job Safety

In the area of Off-The-Job Safety, M. Stebbins reported that about 10 per cent of the Section members are reporting experience to the National Safety Council. The Off-The-Job Safety Committee Chairman is at present considering a method to encourage increased participation.

#### Membership

There are 70 Section members participating in the Contest, the Section's frequency rate from January 1961 through to November 1961 is 1.52 or one per cent higher than the same period last year.

Membership within the Section is now 51.

#### B. Air Transport Section

Dr. Gilbert Teal, Chairman of the above Section had submitted the following report.

#### Meetings

The Section's Executive Committee met on October 18, 1961 with 15 members attending. On January 9-10 the Executive Committee held a second meeting in New York with 46 per cent in attendance.

#### Long Range Planning

An ad-hoc committee has been appointed to survey small airlines and airport operators' ground accident problems and determine what might be done to be of both service and assistance. Two parts of the Section's by-laws were recommended for alteration and deletion.

The Section has adopted an International Theme which is to be carried throughout the coming year in an effort to encourage foreign airlines to join the Section.

#### Research and Engineering

This committee has been working on the problem of nuclear energy; contaminated aircraft is being studied by airline safety and medical personnel to determine if any safety hazards are involved. The recent collapse of a jet aircraft nose wheel, during maintenance operations, has created the necessity for adding further precautions to the operation.

Two Data Sheets, "Air Terminal Vehicular Traffic Safety Guide" and "Automotive Equipment on Airport Ramps" are being revised.

#### Education and Training

One Air Transport Section poster has been completed and a further one on the fueling of jet aircraft has reached the stage of completed artwork and is scheduled for completion in February. A third poster on reporting a fire is being processed and is scheduled for publication in the May 1962 issue of the NATIONAL SAFETY NEWS.

Safetygraph No. 24 - "Ramp Safety" - is having one page revised to incorporate jet engine ground hazards.

#### Newsletter

The Section's Newsletter is still carrying an accident frequency chart showing the monthly experience of three of the largest airlines. The Section's Executive Committee Statistics Chairman is writing to all the Section airlines urging them to participate in this project.

#### Congress Program

The Executive Committee has decided to use an International Theme on this year's Congress Program by having a panel of speakers from foreign country airlines and airports to convey the ground safety hazards at foreign locations.

#### Off-The-Job Safety

The Chairman of the Section's Off-The-Job Safety Committee is setting an example to all Section members by initiating a procedure in his own company, to record when employees are off work due to off-the-job injuries. When this is accomplished an article will be prepared for the newsletter giving the story and the results.

#### Membership

Continental Airlines joined the Air Transport Section bringing the total membership to forty-two.

C. Automotive and Machine Shop Section

Mr. R. M. Coe, Chairman of the Section, had submitted the following report.

Meetings

The Section's Executive Committee met on October 15, in Chicago, and the meeting was devoted mainly to a review of work accomplished during the year.

The Section's first full committee meeting for 1962 is scheduled for February 7-9 in Cleveland, Ohio. A further meeting will be planned for May.

The Section's committee plans for this year are very ambitious, but it is believed that they can be accomplished through good leadership, hard work by all committee members, and a close liaison between the General Chairman, the Vice Chairman, all sub-committee chairmen and the staff representative.

Engineering

Complete Data Sheets on, "Airless Paint Spray," "Automated Material Handling Devices," "Grinding Wheels and Wire Brush Wheels." Continued work is in process on the Data Sheet, "Heat Treating Metals." Work was initiated on the Data Sheet, "Polishing and Buffing."

Congress Program

Although no work has been done in this direction, plans and a formalized program will be ready before the Congress Program deadline date.

In the area of Education and Training, plans are to complete the Sectional Activities Manual and prepare and complete a Sectional Organizational Chart.

Membership

Plans are being outlined for a drive to bring about a five per cent increase in membership.

Off-The-Job Safety

Steps are being taken to encourage as many of the Section's members as possible to participate in the Council's Off-The-Job Safety reporting program.

D. Cement, Quarry and Mineral Aggregates Section

Mr. H. F. Johnston, Chairman of the above Section, had submitted the following report.

### Meetings

Their Executive Committee has met twice since the last Industrial Conference meeting in October. The dates of these meetings, October 18, 1961 and January 23, 1962. Both meetings were held in Chicago and attendance numbered approximately 25 members of the 34 man committee.

### Engineering

The Chairman of the above committee referred to their one-day meeting in November at which time two projects were covered:

1. Complete revision of Data Sheet "Falling or Sliding Rock in Quarries." This revision was completed and has been turned over to the Council's Publication Department. The only job remaining to the committee is to obtain some more modern photographs to replace several which illustrate somewhat antiquated material.
2. Final consideration of all comments received on the second ballot of the Data Sheet "Ammonium Nitrate Fuel Mixtures as Blasting Agents." A final draft was prepared and is now in the hands of the Section Engineering Committee for final review before submission to the Publications Department of the National Safety Council. It is sincerely hoped that this project will move on to the Technical Publications Committee of the Industrial Conference without undue difficulty.

In addition committee members are engaged in gathering information on several data sheet projects preparatory to concentrating upon them. These include "Belt Conveyors Used in the Cement, Quarry and Mineral Aggregates Industry" and "Jack Hammers."

### Congress Program

Planning for the 1962 Congress began before the 1961 Congress took place. In an attempt to analyze the audience in somewhat more detail than would otherwise be possible, supplementary questions were printed on the back of the Standard Yellow Attendance Record Card used at the Section sessions. Respondents were asked to report on such items as:

1. Percentage of time devoted to accident prevention.
2. Year at Congress (i.e., first, third, twentieth, etc.)
3. Whether or not the respondent would consider working on the Section Executive Committee.

Valuable information was obtained in planning the 1962 Section Program. Also, additional information was obtained which has definite value to other National Safety Council Departments (for example, a high percentage of those attending the OQMA Sessions reported that it was their first year at the Congress, a little information that is very significant to those who purchase exhibit space at the Congress).

With respect to the 1962 Section Program, Mr. Seiple, the Congress Program Chairman, contacted the entire Executive Committee via a mailing reviewing Section Program Facts in 1946. These were categorized, analyzed in an attempt to set up some guide lines for the coming year. Eight specific topics were listed as possibilities for 1962.

Late in December 1961, Mr. Seiple made another mailing to the committee listing nine additional possibilities for consideration and asking for further suggestions from committee members.

#### Visual Aids

The Section continues to expand its library of 2" x 2" slides which covers various phases of accident prevention in the Cement, Quarry and Mineral Aggregates industries. Latest acquisition is a set of eighty-four slides "Stopping Accidents Around Motorized Equipment" which was originally presented by Mr. R. Treadway of the Vulcan Materials Company at the time of the 1960 Congress and a forty-five slide set "Safety Tips and Ideas" shown at the 1961 Congress by Mr. L. Flicker of the Permanente Cement Company. Scripts to accompany each of the above presentations will be prepared and when this is done announcement as to the availability of the material will be made in the Sectional newsletter.

#### Membership

Through November 3, 1961 the Section added seven new members and suffered a loss of 11 for a net loss of four which represents a decrease in dues revenue of \$340.00. Total membership as of this writing is one hundred and eighty-two.

The Section's subcommittees are functioning and we anticipate that 1962 will be a very successful and productive year.

#### E. Chemical Section

Mr. H. Fawcett, Chairman of the above Section, had submitted the following report.

#### Meetings

The Executive Committee of the Section met on October 16, at the La Salle Hotel, Chicago, with 34 members and five guests present. A further meeting is scheduled for January 16, 1962 in New York City.

### Engineering

The Section's Engineering Committee has reviewed the question of whether low voltage electrical devices, such as transistor portable radios, hearing aids and geiger counters, constitute a potential hazard as ignition sources for flammable gases, dusts and vapors. It was concluded that such devices must be considered a potential hazard until they have been specifically tested to insure they are safe in the specific atmosphere.

The Engineering Committee has underway a general survey of current practices and methods of monitoring personnel who must work alone or in relatively isolated areas. This survey should be of interest to several Sections as well as the Chemical Section.

### Congress Program

A detailed questionnaire was sent to Executive Committee members in November, 1961, for feedback from the 1961 Congress Program with suggestions for the 1962 Program. On the basis of the returns, the 1962 Congress Program is being prepared and should be complete by the end of January. Plans for the 1963 Congress Program are being tentatively formulated.

### Visual Aids

The Section's Training Aids Committee has submitted a group of 35mm slides on "Laboratory Safety" originated by Monsanto Chemical Company, to the Council for possible use as visual aid material. In addition, a group of 30 poster ideas on subjects of interest to the Section.

Members of the Chemical Section participated as advisors on two recently completed movies. One is "Safety in the Chemical Laboratory," available from National Institute of Health, Bethesda, Maryland, and the other is "Safety in the Chemical Laboratory," available from the Manufacturing Chemists' Association.

### Off-The-Job Safety

The Off-The-Job Safety Committee has developed a questionnaire check list for employees on off-the-job safety. A pilot run of 200 people indicates this questionnaire has considerable value, and is available on request from Mr. G. Feazell, Director for Safety, U. S. Army, Chemical Corps, Washington 25, D. C.

### Contests and Awards

The usual contest activity has been carried on and the Chemical Section Newsletter will publish the names of the winners. In this connection, it should be noted that Mr. Albiesser and Mr. Stratton, both former general chairmen of the Section, have been presented special awards by the National Safety Council.

#### Membership

An especially active membership drive made this past year, has gained a total of 11 new members for the Section.

#### Associations

The Chemical Section has cooperated actively with the Manufacturing Chemists' Association both directly and indirectly.

#### Publicity

Attempts to have the activities of the Section and the material and services of the Section more widely known have been mainly through the trade magazines and technical journals. The Section feels this is a relatively undeveloped field, and is considering adding a public relations man to the Executive Committee to render special knowledge in reaching news media. Six publications will publish papers given at the 1961 Congress on the Chemical Section Program.

#### Other Activities

The Section Technical Publications Committee has completed final drafts on four data sheets. A fifth, Data Sheet "Chemical Safety References," is now in the Editorial Department for revision - five other data sheets are also in process of revision.

A very comprehensive Data Sheet on "Irritating and Industrial Dusts in Industry" has been completed by the Health Committee and reviewed by 107 individuals.

A new Committee - Research and Planning - has been established.

#### F. Coal Mining Section

The following report had been submitted for inclusion in the Conference Minutes.

#### Meetings

The Coal Mining Section Executive Committee held a meeting during the time of the October 1961 Congress in Chicago, with 39 members in attendance.

#### Congress Program

The Congress Program Committee met in Pittsburgh in December 1961, and has arranged a program to be presented at the 37th Annual Western Pennsylvania Safety Engineering Contest and Exhibit to be held in Pittsburgh, Pennsylvania, March 27-29, 1962.

#### Engineering Committee

Work is continuing on the proposed Data Sheet entitled "The Use of Fire Resistant Hydraulic Fluids in Mining Machinery." Tentative drafts sent to the American Petroleum Institute were reviewed and suggested changes have been returned.

#### Publicity

Papers presented at the last October Congress have been appearing in many trade magazines. The Section Newsletter continues to disseminate safety information and articles pertinent to the industry.

#### General

The Section's staff representative is developing suggested by-laws to govern the Section activities, copies will be sent to members of the Advisory Committee for their review.

#### 4. Construction Section

The Chairman, Mr. Wendell, had submitted the following report.

##### Meetings

During the 1961 Congress the Construction Section Executive Committee was in almost continual session for three and a half days.

##### Engineering

The following listed data sheets have been turned over to the Council and are awaiting publication.

- Lift-Slab Construction
- Tilt-Up Construction
- Construction Material Hoists
- Temporary Electric Wiring for Construction Sites
- Manila Safety Nets

The following listed data sheets have been approved by the Council and are at present in varying stages of development and still in the hands of the committee.

- Concrete and Mortar Mixers
- Simple Design Checks for Timber Falsework
- Prestress Concrete Yard Operation
- Diving in Construction Operations
- Concrete Paving
- Bituminous Paving

The Construction Safety Hints; these one-page articles are a continuing project and are developed without any set schedule or number per month since a sufficient backlog has been submitted to the Council and now awaits publication.

#### Congress Program

The three divisions involved in the Congress Program, namely Building, Highway, and Heavy are working on their programs for the 1962 Congress and will finalize their plans at the Executive Committee meeting to be held in Chicago, on February 14-15. It is felt that attendance over the past few years as well as the recent Construction Section's program of the 1961 Congress justifies the desire of the Construction Section Executive Committee to request a larger meeting room than the Upper Tower Ballroom in the Hilton for Monday, Tuesday and Wednesday of the 1962 Congress Week.

#### Visual Aids

The Chairman of the Visual Aids Committee is collaborating with a manufacturer of fire extinguishing equipment relative to the development of a film, "Fire Prevention on the Construction Job Site."

#### Off-The-Job Safety

While all Executive Committee members continuously participate in off-the-job safety activities in their own organizations, companies and communities, no special programs relative to this activity were undertaken during this period.

#### Associations

The Construction Section continued to work with the various associations related to the construction industry and progress is improving. Programs are being planned for the Pre-Stressed Concrete Institute, American Concrete Pipe Association, Contracting Plasterers and Lathers International Association, National Electrical Contractors Association, Steel Scaffolding and Shoring Institute and the National Association of Lighting Maintenance Contractors.

#### Publicity

Very favorable response to letters written by the Construction Section to advertisers of construction equipment and/or materials whose advertisements depict safe and unsafe acts or conditions continues. Articles prepared by the Construction Section members have appeared in trade and association magazines.

#### General

The Construction Section is cooperating with the special studies branch, Division of Industrial Hazards, Bureau of Labor Statistics, U. S. Department of Labor in their efforts to conduct a special work injuries study in the construction industry during 1962.

#### H. Electrical Equipment Section

Mr. G. MacDonald, Chairman of the Section, had submitted the following report.

#### Meetings

The annual meeting of the Section's Executive Committee was held in Chicago, on October 17, 1961. The second meeting is scheduled for February 21-22, 1962 at Warren, Ohio.

#### Engineering

In the area of data sheets:

1. "Maintenance and Explosion Dust Proof Motors" - this Data Sheet according to Mr. Sheppard, formerly staff representative is practically completed. It is planned that this data sheet will be sent to the Technical Publications Committee within the next few months.
2. "Oven Safety" - this subject has been approved by the Council and will be discussed at the February meeting for definite assignment.
3. "Static Electricity" discussion will be held at the time of the February meeting and the assignment will be made for preparation of an outline to be submitted to the Council for review and approval.
4. "Solvents in the Electrical Industry" - clearance to be obtained and outline prepared for approval after discussion at the February meeting.

Studies in process are:

Hazard, emergency, procedure and rules for

1. Operators of electrical and electronic equipment.
2. Maintenance personnel.
3. Engineers.

#### Visual Aids

The former project of a movie "Electronic Laboratory Safety" is being reviewed for possible slide film adoption with narrations based on the opinion of the Council.

#### Off-The-Job Safety

Individual members are following a program and are submitting program materials for exchange among other members. A pictorial newsletter article on the Jack & Heintz program with community safety promotions has been prepared.

#### Newsletters

In this area a new idea is being explored, the editor is devoting each issue to a full subject of safety engineering, not to reviews of specific incidents, clippings, etc.

#### Contests and Awards

The Electrical Equipment Section does not have a contest program with the Council. The organization of its members are interchanged with the Power Press and Forging Section, the Automotive and Machine Shop Section and the Metals Section.

#### Special

The Executive Committee for 1961-1962 has many new members. It is anticipated that at the first formal meeting in February, several new ideas, programs and goals will be directed to the General Chairman.

### I. Fertilizer Section

Mr. G. Newnam, Chairman of the Committee, had submitted the following report.

#### Meetings

The Section had held its Executive Committee meeting on Wednesday, October 18, 1961, with 22 members in attendance.

#### Engineering

The Section's Engineering Committee is studying material for a data sheet on eliminating overhangs in fertilizer piles.

#### Congress Program

The Section's Vice Chairman is arranging for the 1962 Congress Program from topics submitted by the Executive Committee during the Chicago meeting.

#### Off-The-Job Safety

An article on off-the-job safety appears each month in the Fertilizer Section Newsletter. Each Executive Committee member is expanding his accident prevention program to include off-the-job safety in both their plants and communities.

#### Contests and Awards

The Fertilizer Section in 1962 will be listed as a major industry by the Council Statistics Department for industry frequency rates.

#### Associations

Leaders and speakers have been provided for the Fertilizer Section for the Annual Southern Safety Congress meeting in Little Rock, March 4-6, 1962.

#### Industrial Safety Training

The most active Section project has been the Supervisory Safety Training Schools sponsored jointly by the National Safety Council and the National Plant Food Institute. These schools offer the latest in safety ideas in handling chemicals, fire prevention, visual aids, housekeeping and general plant accident prevention. Director of each two-day school is a member of the Section Executive Committee who in turn is assisted by a professor from one of the local colleges.

#### J. Food and Beverage Section

Mr. Leslie Quinker, Chairman of the Section, had submitted the following report.

##### Organization

The Soft Drinks Division of the Section has not been active and the Nominating Committee agreed to drop previous personnel from the Executive Committee pending anticipated support from the trade association.

##### Congress Program

The Section plans to schedule a program similar to the one held in 1961 and finalized plans will be completed at the March meeting of the Section's Executive Committee meeting.

##### Publications

The January 1 issue of the "Bakers Weekly Magazine" carried a front cover design showing one of the posters developed cooperatively by the National Safety Council and the American Bakers' Association. The magazine also featured a five-page article including charts and other posters based on extensive quotes from members of both the Executive Committee and the staff.

The Data Sheet "Unloading Bulk Grain from Tank Cars" has been edited and is out for final review by the Technical Publications Committee and specialists representing the Food and Beverage

Section. It is noted that the Data Sheet "Safety in Food Bins and Tanks" was sent out for preliminary review and is now out for its first ballot review.

#### Awards

The Section's Awards and Contest Committee completed its study recommending changes in the groupings of the various divisions within the Contest and a questionnaire was sent to all contestants asking for their approval or suggestions. This report is being analyzed and final approval of the changes is expected at the March, 1962, meeting of the Executive Committee. The Section has nominated one of its Past General Chairmen for the 1962 "Distinguished Service to Safety" Award.

#### Associations

The Chairman of the Associations Committee sent a letter to about 60 associations in the canning industry suggesting increased safety activity. Although there have been several responses, no real activity is indicated as yet. The committee is keeping the staff Associations Division fully informed.

#### K. Glass and Ceramics Section

The Chairman, Mr. C. Ballinger, has presented the following report.

##### Meetings

The Section's Executive Committee met in Chicago on October 16, this meeting was exceptionally well attended. The spring meeting will be held in Washington, D. C., at the time of the President's Conference on Occupational Safety.

##### Engineering

The Data Sheet "Muller and Pan Type Mixers" has been approved by the Technical Publications Committee and several other projects are under consideration.

##### Congress Program

During the 1961 Congress a new group made up of specific individuals functioned as a Program Evaluation Committee. Their observations and comments, will, of course, be carefully considered in the formulation of the 1962 Section Program.

##### Training Committee

The Section's Training Committee completed a Glass and Ceramics Training Guide and copies were forwarded to all members of the committee. Those not present at the October meeting received copies by mail.

## Membership

Since the spring of 1961 the Section has been working with the Glass Container Manufacturers' Institute in an attempt to interest more of their members in the Council membership. Eight new members have been added within the past few months.

As an additional incentive to their member companies, the Section Executive Committee voted in October to add a section to the Glass and Ceramics Contest exclusively for glass container manufacturers. This change has been effected and has been written into the rules for the 1962 contest. It is hoped that this change will prove to be the stimulus necessary to bring in all of the remaining member companies of the GVMI who have not yet joined the Council. With the potential for increased membership quite promising, the Section looks forward to an active and successful 1962.

## I. Marine Section

### Meetings

The Marine Section's annual business meeting (serving in place of an Executive Committee meeting) was held in Chicago in conjunction with the 1961 National Safety Congress with approximately 75 people in attendance. Seven additional sessions were held, including a new session on shipbuilding and repairing.

Plans are under way to hold the Marine Section's spring series of meetings in conjunction with the Greater New York Safety Conference on April 11 and 12, 1962. Section-sponsored discussion groups meet periodically in New York (two groups), Washington and Cleveland.

### Engineering

We plan again to make up a book of the papers to be presented at the Marine Section spring meetings scheduled for April 1962 for distribution to Section members as a technical release.

Members of the Marine Section assisted the U. S. Coast Guard in the production of a film "Fire Fighting Aboard Tankers."

### Congress Program

There are nine separate sessions scheduled for the October, 1962 Congress. Preparation of the program is under way.

### Visual Aids

The Marine Section has published two posters since last October and additional ones are scheduled.

#### Off-The-Job Safety

Individual companies carrying on off-the-job safety programs among their own employees; this is particularly so in the case of the shipbuilding industry.

#### Contests and Awards

The Marine Section Safety Contest last year numbered 144 participants.

The Barge and Towing Vessel Contest (jointly sponsored by the American Waterways Operators, Inc.) 40 participants. Registration forms for 1962 contests have been sent out. Ship Safety Achievement Awards, jointly sponsored with the American Merchant Marine Institute, were presented.

Representatives of the Maritime Industry have requested the ASA Z16.1 Interpretations Committee for a ruling that seamen on board ship may be counted as on standby at all times (all crew hours aboard ship to be counted as man hours). Such a ruling would bring about more injury reporting in the marine transportation industry to the National Safety Council.

#### Membership

Membership within the Section is still holding steady at approximately 150 members. One large shipbuilding company joined since October.

#### Associations

Cooperation with the American Waterways Operators in promotion of their safety program including National Safety Council administration of Barge and Towing Vessel Safety Contest.

Among other cooperating associations are American Merchant Marine Institute, Pacific Maritime Association, New York Shipping Association, and Lake Carriers Association.

#### Publicity

News releases to New York papers on all Marine Section meetings at the National Safety Congress. The Ship Safety Achievement Awards are receiving considerable publicity.

#### M. Meat Packing, Tanning and Leather Products Section

The Chairman, M. Cernetsch, had submitted the following report.

#### Meetings

The Executive Committee has held two meetings since the last Congress; both in Chicago on October 17 and December 8, 1961.

### Engineering

Several subjects are under consideration for possible development as data sheets.

Chapter outline and preliminary draft for the Meat Packing Industry Safety Manual have been distributed to the Executive Committee members for review. Present efforts will be evaluated at the February Executive Committee meeting as a step toward final publication.

### Congress Program

A complete tentative Congress program was developed at the December Executive Committee meeting. Meetings will be held on Wednesday, October 31, 1962 and Thursday, November 1, 1962.

### Visual Aids

Plans are being considered for conducting a section-wide poster contest.

Council slide film "Packing Your Future with Safety" was reviewed and it was noted that there are several pictures which are obsolete because of new slaughter methods.

### Off-The-Job Safety

Efforts to encourage and promote off-the-job activities through the Section newsletter will continue.

### Contests and Awards

The annual presentation of awards was conducted at the 1961 Congress. There are at present 25 participants in the Meat Packing Contest and the Leather Products and Tanning has 45 participants. Revisions in the contest rules will be voted on at the February Executive Committee meeting.

### Membership

There were six new members added to the Section in 1961 and two cancellations for a net change of four members added.

### Associations

Throughout the year safety is actively promoted by the two major Meat Packing Associations: the American Meat Institute and the National Independent Meat Packers Association. Both Associations made a promotion mailing of the "Pocket Guide to First Aid." These Associations have requested a safety exhibit and membership promotion at their annual conventions in 1962.

#### Publicity

The "National Provisioner" magazine will continue to provide excellent coverage of our Section's work and the promotion of safety to the meat industry. "Meat" magazine has also been printing safety articles.

#### N. Metals Section

Mr. Mateer, Chairman of the above Section, had submitted the following report.

##### Meetings

An Executive Committee meeting was held on October 18, 1961, with 49 members in attendance.

##### Engineering

Subjects for several data sheets have been submitted to the Council of which eight are being processed by our committees and two are presently in the process of publication by the Council. Several new subjects are being reviewed and more information on these will be forthcoming at our Executive Committee meeting scheduled for February 2, in Chicago.

##### Congress Program

The 1962 Congress program is being planned and subjects are being arranged to be discussed by the various committees.

##### Training and Education

The Training and Education Committee is developing a program of slides and slide film presentation. These should be ready shortly for presentation to the Council.

##### Off-The-Job Safety

The Off-The-Job Safety Committee is contacting the various companies in our industry to assist in off-the-job accident prevention. Particular stress is being placed on auto seat belts.

##### Training

The West Coast Committee is exploring the possibility of having the National Safety Council Fundamentals of Industrial Safety Course presented using the same procedure that was so successful in Pittsburgh.

#### O. Mining Section

Mr. A. Kolu, Chairman of the Section, had submitted the following report.

#### Meetings

The last meeting of the Executive Committee was held in Chicago during the National Safety Congress in October, 1961. The next meeting has been tentatively set for February 26-27, 1962.

#### Engineering

"Jumbo Drilling" Data Sheet is progressing and work continues on assembling data from questionnaires received on jumbo drilling practices. The rough draft will be completed and sent to committee members by April 1, 1962.

The new project for the Engineering Committee will be to review all the data and detail sheets for possible revision. A total of 19 data sheets and 26 detail sheets were sent to members of that committee as of January 2, 1962. A total of eight data sheets and 12 detail sheets have been evaluated by the committee. These are to be reviewed early in 1962, after which the report and recommendations of the committee will be made. To date it has been recommended that Detail Sheets No. 3 and No. 143 should be completely revised and this has been started.

#### Congress Program

The selection of the four-session 1962 Congress program is well along and the subject material has been selected. Letters to prospective speakers have been mailed and alternate subjects and speakers have been selected in the event of any refusals. About May 1, 1962, the committee plans to start on the program for the 1963 Congress program.

During the 1961 Congress program, the Mining Section moved back to the Congress Hotel. However, the room given was small and not satisfactory, due to pillars. The Mining Section was also moved to another room during the Congress with no advance notice and this change reduced the attendance at this meeting. The Mining Section would like to go on record requesting better meeting rooms during the 1962 Congress.

#### Visual Aids

During the 1961 Mining Section program at the Congress the sound-script film made on underground haulage safety - 110 colored 35mm slides were previewed. These have been made available to the Mining Section members and an announcement letter on availability of this film was sent to them. This committee has a new Chairman and their new project is to work up a set of slide films and posters covering the subject of falls of persons.

This committee submitted a series of trial posters, four accident preventers, and developed and produced a script-slide program in connection with the 1962 Falls of Ground Campaign. Photographs and posters are also being provided for the Mining Section Newsletter Editor.

#### Off-The-Job Safety

A new Off-The-Job Safety Committee Chairman was appointed last October. He has been selected to present a talk on this subject at the Mining Section during the next Congress.

Off-the-job safety is being promoted through articles in the Mining Section Newsletter in every issue.

This committee is proposing that one entire issue of the newsletter (June or July) be devoted entirely to this subject.

#### Membership

The Membership Committee has been active. The Mining Section membership increased slightly during 1961. It has been suggested that a list of new Mining Section members be sent to the Newsletter Editor for announcement and publicity.

#### Associations-Publicity Committee

A new Chairman of this committee was appointed at the October Executive Committee meeting.

Mining associations in North America were contacted during 1961 in connection with their help to promote the 1962 campaign to prevent injuries from falls of ground.

#### Contests and Awards

The Mining Section is making an effort during 1962 to compete for the Wm. H. Cameron Award.

#### Publicity

This work is being carried on by the Associations-Publicity Committee and more work in this connection is needed.

#### Newsletter Editor

The Assistant Newsletter Editors have been more active and 11 issues of the Mining Section Newsletter will be published during the year, with one article in each issue for the next two years covering off-the-job safety.

This committee is doing an excellent job.

#### Training Committee

This committee prepared three articles for the Mining Section Newsletter during 1961 and one article for the Canadian Mining Journal and one for the Mining Congress Journal covering supervisory training programs for the mining industry. A paper on this subject was also submitted before the Mining Section National Safety Congress by Chairman R. L. Barr.

### Special Projects

A special committee has prepared a draft of an "activity manual" for the Mining Section and a preliminary draft of the by-laws is covered in this manual. The Executive Committee was unable to act on this during the October, 1961 meeting. It will be considered at the midwinter meeting of the Executive Committee and an attempt is being made to have the final draft ready for action by the Section at the 1962 Congress meeting. Mr. Hoch did a creditable editorial job of condensing all information and this should be a guide for all future officers and committees.

### Hygiene and Ventilation Committee

The principal project has been the continuation of a series of 300-400 word articles for the Mining Section Newsletter monthly. Projects projected for the Mining Section Newsletter monthly are:

1. Control of air conditions in smelters.
2. A series of slides, with script, to promote industrial hygiene and safety education.  
(This is underway and may be suitable for the 1962 Congress.)
3. A short illustrated account of an undertaking to reduce exposure to noise at a plant.
4. A series of slides, with script, to promote dust control and ventilation.
5. One or more short articles (subject not definitely determined) from western copper mines.

### Statistics

Committee helpful and active, particularly in furnishing necessary recent statistical information on fall-of-ground accidents in the United States for 1962 Fall-of-Ground Campaign.

The Staff Representative of the Mining Section, has been very helpful and active during this period. This work on the 1962 Fall-of-Ground Campaign material was an outstanding job.

### P. Occupational Health Nursing Section

Mrs. C. Schwartz, R.N., Chairman of the above Section, had submitted the following report.

### Meetings

The Executive Committee of the Nursing Section held two meetings. A business meeting was held during Congress week at the Hilton

Hotel with 22 members in attendance. The second meeting was held on December 8, 1961 at Council Headquarters with 14 members in attendance.

#### Congress Program

Program plans are under way with subjects decided upon for two morning sessions. Co-sponsorship with the Chemical Section is again under consideration for one of the sessions. There will be the usual annual luncheon meeting and the Executive Committee meeting with election of officers.

#### Visual Aids

A poster and posterette contest will be sponsored by the committee. The committee will solicit information from the membership regarding the use of 2"x2" slides in cooperation with the Visual Aids Committee's project on this subject.

#### Off-The-Job Safety

The committee will concentrate on Seat Belt Safety during the coming year. The March newsletter, as well as monthly space, will be devoted to Off-The-Job Safety.

#### Membership

The committee will work through State Occupational Health Nursing Consultants in promoting membership. Publicity on membership will be sought through State Occupational Health Publications.

#### Publicity

The committee will handle publicity for membership and the Congress Program through the NATIONAL SAFETY NEWS, the Section's newsletter and State and district professional publications.

#### Newsletter

The newsletter will continue to feature articles on health and safety which will be of interest to nurses and others working in this field. It will also carry publicity regarding the Section's overall activities.

#### Q. Petroleum Section

Mr. Quincy Turn, Chairman of the Section, had presented the following report.

#### Meetings

The final meeting for the Petroleum Section Executive Committee for 1960-1961 was held during the morning of October 16, at this meeting each divisional and committee chairman reported on the

petroleum safety work in his division, area or sphere of activities, upon Council membership work and upon the status of the Petroleum sessions programs.

The first meeting for 1961-1962 was held on October 19, and at this meeting plans for the year, as they relate to committee functions, were projected.

Mr. W. G. Johnson had reported on the "Turn on Your Headlights" program which the Petroleum Section has been urging the Council to consider on a nation-wide basis. The Section will continue to urge for a favorable consideration of this campaign.

#### Engineering

In the re-organized plan for the Petroleum Section there is no longer an Engineering Committee per se. The Engineering Committee functions have been integrated into the larger and more comprehensive activities of the new Advisory and Study Committee, with close liaison and coordination between this "control" committee and the Education and Training Committee along with the various departmental and regional chairmen. One of the engineering activities involves the development of a new Data Sheet on "Manual Tank Gauging." This project is now out for publication ballot; however, it appears that there are enough suggested changes and objections to warrant a re-study by the Advisory and Study Committee to resolve objections and re-submit to the entire Executive Committee for concurrence before publication.

Proposed revisions are being considered on Data Sheets on LPG for Industrial Trucks, Cleaning Small Containers which have contained combustibles.

In preliminary stages of study is the need for a Data Sheet on the Use of Carbon Disulphide in Producing Operations.

#### Congress Program

The four Petroleum Sessions at the 1961 Congress were extremely well attended; there was balance in the program format; and there appears to be an increase in interest and activity. This was evidenced by the best attendance at our sessions we have ever known.

#### Visual Aids

The Safetygraph "Hazards of Water in Closed Process Systems" was completed and is now offered by the Council. Depending upon the industry reception of this a/d, another safetygraph dealing with the "Hazard of Air in Refinery Process Systems" may be developed. During the past year, twenty poster ideas have been presented through this committee to the National Safety Council for consideration as part of a petroleum industry series. One poster idea was developed and is now

being distributed. Two are being modified prior to publication, while one existing poster is being corrected to conform to standard safety practices.

The Visual Aids Committee of the Petroleum Section is still interested in having the Council make a series of flannel board presentations available.

#### Five-Minute Safety Talks

A series of eighteen of these talks on Marketing Safety have now been developed and assignments made in an attempt to complete enough in draft stage to fill a book of 26 or even 52, by the time of the Section's next meeting.

#### Off-The-Job Safety

In addition to increasing petroleum industry activity by individual companies on this subject, the committee has encouraged participation in statistical compilation activities of the Council. Two proposals originating in the Petroleum Section have been receiving attention by the Industrial Conference; namely, "Turn on Your Headlights" program for holiday periods, and the establishing of an "Accident Prevention Week" in the spring as a counterpart of "Fire Prevention Week" in the fall. It is intended that our committee pursue its previous efforts in the hope of favorable action by the Industrial Conference and the Council.

#### Contests and Awards

The Advisory and Study Committee has been assigned the responsibility of a complete and thorough study of the alignment of the Petroleum Section Contest groupings and whether a Petro-Chemical Division should be included in the Contest in 1963. A further assignment is to be given at the February meeting on the matter of reconsidering the integration of our contest with the Council's Award Plan in order to eliminate duplication of awards for the same record.

In August 1961, a "Distinguished Service to Safety" Award was presented posthumously to Mr. W. O. Wilson. Mrs. Wilson received the award from Mr. R. G. Benson, representing the National Safety Council.

#### Membership

The five Regional Chairmen serve as Membership Chairmen for their respective geographic region; therefore, there are five such chairmen, each of whom is familiar with petroleum industry people in his area. Follow-ups or drop-outs are handled through these individuals. New member potentials are also contacted

either individually or in collaboration with the Council staff representative. Furthermore, these Regional Chairmen offer assistance to new members in their areas by fully explaining Council services, exchange of ideas, etc.

#### Associations

Almost without exception, Petroleum Section Executive Committee members are active as officers or directors of local, state and regional safety associations in their respective areas. To point out any one area would be inequitable. In the so-called "oil states" there are petroleum sessions or subjects on all state and regional annual meetings. In March 1962, for the first time there will be a petroleum industry speaker at the Southern Safety Conference.

#### Publicity

Publicity in connection with Congress speakers at the Petroleum Sessions was handled. Public relations values for both the industry and the general safety program were obtained from special safety elements in national and regional radio and TV programs.

#### R. Power Press and Forging Section

Mr. T. Bullard, Chairman of the Section, had submitted the following report.

#### Meetings

The first meeting of the new Executive Committee was held in December. The next meeting is already scheduled for March 22-23, 1962 in Cleveland, Ohio.

#### Engineering

The Engineering and Technical Publications Committee is rapidly endeavoring to complete the Forging Safety Manual which will be published by the Council in the near future. They are also engaged in the review of all pertinent materials on the subject of forging safety published by the Council.

#### Congress Program

Both the Metal Stamping and the Forging Program Chairmen are engaged in trying to round up their speakers and subjects by March. As has been the practice the members of the Executive Committee of the Section offer their suggestions on the most interesting subjects with possible speakers as a guide to the Program Chairmen.

#### Visual Aids

The Education and Training subcommittee has already submitted six possible safety poster sketches to the Council for consideration pertaining to the industry and are now working on another group of ideas along these lines.

#### Off-The-Job Safety

This subcommittee has now been reactivated and will have the opportunity to work with the Public Relations subcommittee to develop ideas for covering this vast field. Several items of general interest will be submitted to the Sectional Newsletter and each of the Executive Committee members have been requested to send any material their companies have developed to this committee for their use.

#### Contests and Awards

The staff representative discussed with those present the Wm. H. Cameron Award in order to bring everyone up-to-date and to acquaint new members of the committee with this award.

#### Membership

In the absence of the Chairman of the subcommittee an informal report was given to the newly elected Secretary of the Section's Executive Committee insofar as he had completed plans for contacting those members of the Section who have recently resigned asking them to reconsider joining the Section or at least to advise of reason for resignation.

#### Associations

The Executive Committee of the Section is considering having various trade associations participate in future Congress programs by co-sponsoring these programs. This subject will be given further consideration.

The plan for a spring workshop for smaller business groups has again been advanced and will be pursued by the Public Relations and the Education and Training Subcommittees before the next meeting. This workshop plan would be to assist those smaller industries that have problems in the field of Metal Stamping and Forging business.

#### Publicity

In the area of publicity or public relations it is now being planned to have the Public Relations Subcommittee develop a brochure featuring the photographs and background information together with topics of discussion for benefit of various state and area safety conference program chairmen, with listed speakers of the Section Executive Committee. Contact will also

The Printing and Publishing Section has been re-organized along functional lines which we are sure will offer the best chance of effective action. An interested group of representatives now form the Section and at the next meeting specific work assignments are to be added to the project agenda. Particular emphasis will be placed on giving wide distribution to improved safety methods using the Trade Press and the publications of the Printing Industry of America and the Craftsman's Club. Mr. Rosberg felt that time would tell the story, but, if willingness to work is an asset, the Section he now felt was richly endowed.

T. Public Employee Section

Mrs. Louise Ratner, Chairman of the above Section, had submitted the following report.

Meetings

The Section will hold an Executive Committee meeting in Washington, D. C., on March 6, public employees are seldom free to travel and attend meetings, therefore this meeting is being held in conjunction with the President's Conference on Occupational Safety.

Engineering

The Engineering Committee has been expanded and separated into two segments. Mr. J. A. Moore heads the group composed of State and County Highways; Mr. J. Wickless for the municipalities; and will work with their respective committees in producing needed material for data sheets and/or safe practices pamphlets. Potential subjects are being considered and it is hoped that something definite will be ready by the time of the next meeting.

Congress Program

All plans for the 1962 Congress Program are under way.

Off-The-Job Safety

This area has become one of the special undertakings with Mr. Goodin and Mr. Van Mechelen doing the necessary promotion work. All 50 State Governors have been contacted and urged to include "off-the-job safety" in their conference. This was spearheaded by Governor Rossellini, State of Washington.

Some Governor's Conferences have included off-the-job safety in their agenda. Posters have been prepared to aid this effort but since this project is very new, there is not much to report on at this time.

### Membership

The Section's Membership Committee led by Mr. J. Gleason and Mr. G. Kuhns did an excellent job last year in increasing the membership. An intensive campaign is now being planned among States and Municipalities not already associated with the Section.

A letter has been prepared which explains the benefits to be derived from membership in the National Safety Council - detailing the cost - the use of 65 per cent for service credits on materials and services - and showing how inexpensive membership really is. We are hopeful that this will enlighten those not familiar with such details and result in increased Section membership.

### Publicity

Publicity for the Section is usually confined to the newsletter although many of our members have had special recognition for their accident prevention work from newspapers, magazine articles, TV, radio and the fine publications produced monthly by some of our States and larger cities.

When the Public Employee Section was first formed as a committee, the public employee was referred to as the "Forgotten Man in Safety." Through the years we have been able to prove that this is not true, although only the surface of the Section's potential has been scratched.

### U. Public Utilities Section

Mr. V. Womeldorff, Chairman of the Section, had submitted the following report.

### Meetings

The schedule for Sectional Executive Committee meetings is as follows:

|                    |                   |
|--------------------|-------------------|
| January 9-10, 1962 | New Orleans, La.  |
| June 12-13, 1962   | Washington, D. C. |
| October 29, 1962   | Chicago, Ill.     |

On October 17, 1961, the Incoming Committee Chairman and officers met in Chicago and the Goals for 1961-1962 were discussed.

### Engineering

The following data sheets are in process:

"Pole Top Resuscitation" revision of this data sheet is being completed.

"Portable Tools Aloft" outline of this data sheet is due for the January, 1962 meeting.

"Boring and Auguring Tools" ballot draft copy is due in January.

"Electrical Disconnecting Switches" final draft has been submitted to the Industrial Conference Technical Publications Committee.

#### Congress Program

The possibility of having a joint program with the Public Employee Section and a special session with the U. S. Air Force Installation Agency is being considered.

#### Visual Aids

A new series of 12 posters on "Stop Shock" for the electric industry is being planned for 1962. The development and processing of 12 new posters for the American Gas Association is also under consideration.

A presentation involving 25 slides and a written script on "Crane Contacts With Overhead Power Lines" has been made available to member companies on a free loan basis starting in November. Over 20 companies have requested booking on the free loan basis and three members have purchased duplicate copies. Another series of slides with script on "Poison Ivy and Poison Sumac" is now ready for free loan and the possibility of making them into a sales item is being considered.

#### Off-The-Job Safety

Many utilities have been most active in promoting off-the-job safety activities. A cooperative program promoting the "SAFETY EVERYWHERE...all the time" campaign has been initiated with the American Gas Association. Sample materials and promotional material was prepared and the American Gas Association is mailing this material to all members. This promotion will be conducted from December 15, 1961 to June 1, 1962.

#### Contest and Awards

Groupings of electric utilities are being changed effective January 1962, in order to achieve a better balance.

The AGA-NSC joint sponsorship of the Gas Division Contest continues. Exhibits for the Wm. H. Cameron Award judging have been submitted for 1960-1961. There is a good start on basic plans for compilations for the year 1961-1962.

#### Membership

Close liaison on safety matters is maintained with EEI, AGA and ANWA. If the Section locates other associations in which there can be mutual interest - assistance will be given.

#### Publicity

The Industrial Conference and National Safety Council are doing an excellent job of publicity for Congress week activities.

#### Training

The Annual five-day Public Utilities Course will be conducted in Chicago, on April 9-13, 1962. The two-day training course for foremen was held in New Orleans, Louisiana, on January 11-12, 1962 and a similar one will be given in Washington, D. C.

#### V. Pulp and Paper Section

Mr. V. P. Coulon, Chairman of the Section, had approved the following report.

#### Meetings

The Section held its Executive Committee meeting during the time of the 1961 Congress.

#### Engineering

"Chlorine Dioxide," this Data Sheet has been submitted to the Manufacturing Chemists' Association, the American Paper and Pulp Association and Dr. Rapson of the University of Toronto, for pre-ballot review.

"Hydropulpers," the ballot review has been completed, the final collation of this ballot is in process.

"Asphalt Roofing Manufacturing," the Roofing Manufacturing Committee is preparing a third draft of this Data Sheet. It is anticipated that this draft will be submitted shortly.

"Paper Machines," a revision of this Data Sheet has been completed. However, at this point the Paper Manufacturing Committee Chairman felt that a reorganization of the material in the Data Sheet would provide a more instructive guide than the present form. The draft appears to be too local in its treatment of a paper machine. Since it must be made acceptable as a guide for safety to all, further revision of this Data Sheet appears to be necessary.

"Handling and Storage of Paper Rolls," no further progress on this project.

"Pulp Mill Digesters," further refinements for the revision of this Data Sheet is necessary. The staff representative has contacted the Chairman of the Pulp Manufacturing Committee with specific questions that will clear up approximately 10 important items before this can be further processed.

The Pulpwood Logging Committee is further exploring the safety features of a safety switch on chain saws which will virtually instantly stop the saw engine. The committee is also investigating nylon protective clothing that allegedly protects loggers' legs from chain saw cuts or ax injuries in many cases.

#### Congress Program

The Section felt that decreasing number of Congress sessions from 10 to six was accepted. Plans for conducting six sessions for 1962 are under way.

#### Off-The-Job Safety

This committee is planning to inaugurate a series of articles in the newsletter on off-the-job safety. The articles will cover each step to be taken in order to develop an off-the-job safety program. Committee members will author the series.

#### Contests and Awards

The Special Committee established by the Section to develop a "Standard Accident Report Form by Mill Department" submitted a final report at the last Section Executive Committee meeting. It was moved, seconded and carried that the final report form submitted by this committee be adopted in the Section. This Section remains one of the few that are collecting injury data by departments.

The winner of the Arthur Hoyt Scott Award for 1960 was presented with the Award taking permanent possession of it for winning it for the third time, this was the Consolidated Paper Corporation, Montreal, Canada. The Fritz Award was presented at the Congress to the U. S. Gypsum Corporation, South Gate, California, plant.

#### Membership

From January through to November, 1961, the Section gained 18 new members and reinstatements from four other companies which represents a total gain of 22 members. However, for the same period, cancellations were received from 12 companies. The net gain for the Section was therefore, 10 members.

### Publicity

Very favorable publicity on the Congress and on the Scott and Fritz Awards was given to the Pulp and Paper Section by the three major trade journals in the industry.

### General

It was moved, seconded and passed that the Pulp and Paper Section go on record as endorsing wholeheartedly the action taken by the Special Committee of the Industrial Conference regarding the Federal Safety Regulations published in the Federal Register dated December 28, 1960 and the Walsh-Healey act.

### W. Railroad Section

Mr. H. C. Daulton, Chairman of the Section, had submitted the following report.

### Meetings

The Section's Executive Committee met in Chicago, on October 18, 1961 and on January 23, 1962.

### Engineering

One data sheet subject has been selected and five others are under consideration. All existing Railroad Data Sheets are undergoing study for possible revision. Projects are now under way to select additional new subjects relating specifically to the railroad industry.

### Congress Program

The Program Committee is working actively toward the formulation of the 1962 Congress Program.

### Visual Aids

A survey of films available and suitable for use in the railroad industry is under way and a complete listing of those films will be issued to the members. A meeting of the Film and Sound Committee was held on January 23, and a further meeting is planned for April 1962.

### Off-The-Job Safety

Twenty-two railroads maintaining active off-the-job safety programs, some of them consistently winning Council awards yearly. Meetings held with family groups, schools, civic clubs, Scouts, at Fairs, on Railroad Safety Cars and participating in radio and TV programs.

Grade crossing accident program being actively pursued in cooperation with the Railroad Highway Traffic Safety Committee.

#### Contests and Awards

Railroad Section is fully aware of the Wm. H. Cameron Award and is actively working toward qualification.

The Section's own contest among members will continue as in the past. It should be pointed out that the railroads operate under reporting rules laid down by the Interstate Commerce Commission and those rules changed in 1961 and again in January 1962. Consequently, employee injury figures for 1961 and future years will not be comparable with the figures for previous years. For this reason, for the purposes of the special awards (Awards of Honor and Merit, Certificate of Commendation and President's Letter) comparisons will have to be made only with a railroad's 1961 performance as compared with the total experience of the industry for the year 1961. This difficulty will be resolved in future years as we accumulate years of past experience.

#### Membership

Although there were two cancellations, more than 95 per cent of all railroad employees in the U. S. and Canada are employed by National Safety Council members.

#### Associations

The Railroad Section cooperates with the Safety Section, Association of American Railroads. Practically all of our members also are members of the A.A.R. which has its own safety program.

Also, the American Short Line Railroad Association in the past has cooperated with us in an effort to interest its members in safety program activity, but these efforts have not borne much fruit.

#### Publicity

A great deal of favorable publicity was obtained through the press release forms filled out by the newly elected Executive Committee members at Congress time. Also, individual railroads have secured considerable publicity for award presentations and for public safety activities carried out on their own lines.

#### X. Rubber Section

Mr. Hart, Chairman of the Section, had submitted the following report.

### Meetings

The Section held an Executive Committee meeting in Chicago, during the week of Congress and a meeting in January in Akron, Ohio.

### Engineering

A survey is being made of mill speeds and stopping distances, the Engineering Committee is still collecting data from various companies. When enough data is available a complete report and recommendation will be made.

### Membership

The Section has acquired 13 new members and one reinstatement, 10 cancellations however, gives the Section a total gain of four new members.

### Visual Aids

During the year the Visual Education and Training Committee has submitted 27 posters. Five have been accepted, two have been filed for possible future use. Ten more posters submitted in October - over a five-year period 111 posters have been submitted. In the field of training the committee has recommended:

- a. The "SAFETY EVERYWHERE...all the time" campaign.
- b. Two-day safety course for foremen as run by the Council and the Home Study Course for Supervisors.
- c. Two incentives - "Pass the Card Month" and "Safety Display Contest."

For plant doctors and nurses the film "Project Hope."

### Publicity

Closer cooperation with Trade Associations and Trade Journals is the main function of this committee next year. Some concrete results have been noticed from an exchange of ideas. The Committee Chairman is trying to get the West Moreland Manufacturers Association in Pennsylvania to hold special sessions on safety subjects, and he feels that he will succeed next year.

### Statistics

This committee in 1962 plans to furnish the Rubber Section Membership statistical information on the Section's lost-time injuries, serious injury index experience, and off-the-job injury experience.

The statistical information on the serious injury index experience will summarize the Section's first full year's use of this new method of reporting and recording industrial injuries.

A breakdown of the five kinds of injuries by months will be made to provide information that the membership can give special attention to as a part of their planned safety program.

#### Fire Committee

The Section is now sending out blank report forms and asking the Rubber industry to report all fires, so that the members can be given an analysis of the types of fires in the industry. Information on fire fighting activities, fire control materials, and new techniques will also be obtained.

#### Off-The-Job Safety

This committee will analyze and report on the significant off-the-job accident causes, promote special off-the-job projects such as seat belts, prevention of home falls, publicity stunts, motor vehicle checks, and employers' stake in welfare hospitalization plans. The Section's best communication media, is felt to be the Section's Newsletter.

#### General

The Section's Program Committee will meet in January to discuss the 1962 Congress program. No problems are anticipated in this area and it is planned to place more emphasis on

Off-The-Job Safety  
Training  
An Educational Congress Program in 1962

Plus new projects for the committees that have not been active recently.

#### Y. Textile Section

Mr. W. Kleinmann, Chairman of the Section, had approved the following report.

#### Meetings

The Section held its Executive Committee meeting on October 18, and has scheduled a second meeting for March 6-7, 1962, in Little Rock, Arkansas.

The Cotton Ginning Committee of the Section held a separate meeting on November 21, in Memphis, Tennessee.

### Engineering

The revised Data Sheet "Fire Retardant Treatment for Fabrics" has been completed and submitted for ballot review. The following Data Sheets are in process of revision:

"Textile Bleaching Compounds"  
"Cotton Pickers"

Initial drafts for the following Data Sheets have been submitted:

"Cotton Ginning"  
"Twister, Spinning and Drawing Frames"

The Safety Series Pamphlet "Cotton Mills" is being reviewed and the material being converted into data sheets. The committee is also reviewing the illustrations in all present data sheets to bring them up-to-date.

### Education and Training

A completed Manual for the Textile Injury Control Program has been submitted to the Council for evaluation. It is specifically designed for the small plant and consists of a series of monthly subjects with suggestions for organization, inspections, discussion topics and reference materials. This committee is also investigating the idea of developing a slide program for departmental training.

### Membership

The Textile Section continues to suffer a decrease in membership in spite of active and intensive work on the part of the committee. An improvement was noted in the last two months of 1961, however, it is too early to tell if this indicates a trend.

The committee continues to follow-up on prospective members and cancellations. Other members of the Executive Committee have been requested to assist with contacts in their area.

### Off-The-Job

This committee is developing a series of articles to appear in the newsletter. A canvass will be made of Section members to determine types and extent of Off-The-Job Programs now being conducted. Plans are also being made to increase the number of companies submitting quarterly reports on Off-The-Job Injuries.

### Cotton Ginning

In addition to the data sheet mentioned in the Engineering Section, this committee is working on a picture brochure of guards used in cotton gins.

Progress is being made on collection of injury data from state compensation departments.

Safety exhibits will be included in the three regional ginning meetings this year.

Trade publications for this segment of the industry are being requested to print safety articles furnished by the committee.

#### General

The Section is in the process of revising the By-Laws and Committee Duties. Consideration is being given to the formation of additional committees and consolidation of present committees in order to better serve the industry. The Congress Program Chairman has made a study of past programs and has outlined a tentative program for the Congress next October.

Individual members of the Executive Committee are continuing to participate in the activities of regional and local safety organizations and associations.

The Nominating Committee is already actively surveying the member companies for good prospects to serve on the Executive Committee.

#### Z. Trades and Services Section

Mr. E. C. Kryszak, Chairman of the Section, has submitted the following report.

##### Executive Committee Reorganization

To facilitate the holding of local meetings and to increase attendance at them, the Executive Committee agreed to combine the Washington and New York Regional Divisions into one Eastern Region, which would include groups in Philadelphia, Baltimore, etc. The new Eastern Region continues to have divisions for:

1. Banks, buildings and offices.
2. Food retailers.
3. Hotels.
4. Mercantile.
5. Restaurants.
6. Warehouses.

Each of the above industry divisions has a chairman and co-chairman which give the major groups in New York and Washington equal representation.

The Executive Committee members in the Chicago area agreed to expand the scope of the division which is now the Midwest Regional Committee with divisions similar to the Eastern Region.

#### Meetings

The Midwest Region met in Council headquarters, January 4, with seven members present. Tentative plans for the 1962 Congress were discussed and forwarded to the Eastern Region. The Eastern Region is scheduled to meet in Philadelphia, January 31, in a meeting co-sponsored by the Safety Council of the Philadelphia Chamber of Commerce.

The staff representative and several officers of the Section also met with representatives of the Chicago Retail Safety Conference, November 30, to discuss emergency evacuation plans and training of temporary Christmas help.

#### Publications

The controversial Data Sheet, "Escalators," is in final draft form and has been sent to members of the Technical Publications Committee of the Industrial Conference for final approval prior to publication.

#### Visual Aids

Two Executive Committeemen have developed sets of colored slides as a part of a comprehensive training program. Both have promised to turn these over to the Council for free loan, with a prepared script, to other members in the department store and cafeteria business.

#### Statistics

A new report form to get statistics on work injuries and public accidents is being mailed with the January Trades and Services - Mercantile Newsletter. Several large department stores and warehouses are also submitting statistics regularly on both employee and public injuries.

#### AA. Wood Products Section

Mr. Huie, Chairman of the Section, had submitted the following report.

#### Meetings

The Wood Products Section held an Executive Committee meeting during the 1961 Congress. There were 24 members present.

### Engineering

The following will report on the status of the data sheet projects now under way:

1. "Veneer Clippers" ... The ballot review is complete. Collation of comments for final draft is in process.
2. "Sawmill Edgers" ... Third draft is complete and being refined before editorial treatment.
3. "Buoyancy Equipment" ... Ballot review draft is complete. Collation of comments for final draft is in process.
4. "Tilting Arbor Table Saws" ... The initial draft of this new data sheet project was submitted to the staff representative.
5. "Hogs" ... No further progress evident on this project.

### Congress Program

The 1961 program was evidently more successful than previous programs since there was a substantial increase in attendance. Basic plans for the 1962 Congress will be outlined at the March meeting of the Section.

### Off-The-Job Safety

The Chairman of the Off-The-Job Safety Committee has submitted articles for use in the Section Newsletter. The Committee Chairman has received the Council's Off-The-Job Safety Kit, and an additional copy of "Challenge to Management" plus additional information on the SEATT program. This important subject will be discussed at some length at the April Executive Committee meeting.

### Contest and Awards

Special articles submitted by the Chairman of the Section's Contest Committee have been forwarded to the Newsletter Editor. Such articles are publicizing the importance of participating in the Section's contest.

The Contest Committee revised the rules for the 1962 Contest. The revision includes a new division known as "Wood Fractions." Included in this new division are units engaged in the manufacture of particle board, flake board, hard board, wall board, insulating board, sheathing, chip board, flax board, acoustical tile, insulation, bark products, and similar products provided their base is made essentially from wood or vegetable fibers.

The Contest Committee Chairman requested from the Council the names of all those units now belonging to the Section that are not participating in the contest. A special drive is to be conducted to persuade those nonparticipants to consider enrolling in the contest.

#### Membership

From January 1, through November 30, 1961, the Section gained eight new members and one firm reinstated their membership. However, due to many factors, most of which are beyond the control of the Section or the Council, 30 members cancelled their membership. The net loss to the Section is 21 members.

#### General

Special emphasis was given at our last Executive Committee meeting to provide names of interested and knowledgeable people in the industry who are to be considered for nomination to the Section's Executive Committee. Eleven such names were submitted.

The Chairman of the Section's Logging Committee expressed the sentiments of the entire Executive Committee in stating that the National Safety Council was doing a very commendable job regarding the federal regulations incorporated in the Walsh-Healey Act. It was further stated that the Council is providing a most valuable service for industry with the action taken on the federal regulations by the Special Committee of the Industrial Conference.

The Chairman of the Logging Committee met with the Standards Committee of the Industrial Conference to discuss the revision and sponsorship of the American Standard B13-1924 "Logging and Sawmill Safety Code." The Standards Committee took no action to accept sponsorship of this code. The Council has declined the invitation to accept to accept sponsorship of this code.

#### VIII. REPORT REGARDING EXECUTIVE COMMITTEE MEETING - Mr. R. P. Hamilton

Two special committees to study specific problems had been designated in October - these committees had reported as follows:

- a. A special committee to study the question of holding Conference Standing Committee meetings during Friday of Congress week, or selecting some other suitable time, was formed.

They had questioned all of the Committees of the Conference and there was an overwhelming desire to eliminate the Friday Standing Committee meetings. The Study Committee recognized the need for getting the

newly formed Standing Committees organized during the week of the Congress and consequently felt it was necessary to suggest a new plan if they were to eliminate the existing one. The following proposal was made:

1. The Industrial Conference will convene on Sunday during Congress week at 1:00 p.m., and by streamlining all reports complete its business by 2:30 p.m. Since all of the reports are prepared prior to the meeting and presented to the members it will only be necessary to make slight additions or deletions.
2. Once the newly elected Industrial Conference is established and the Standing Committee membership is announced, the Conference can be adjourned and the newly designated Standing Committees of the Conference can be requested to convene. It is estimated that there will be approximately two hours for this portion of the program and it is hoped that the meeting can be adjourned by 5:00 p.m.

The second committee was appointed to study the proposal of the Veterans of Safety, that an "Accident Prevention Week" be considered by the Industrial Conference and the National Safety Council. It was this Study Committee's unanimous opinion that the National Safety Council should not promote or endorse an "Accident Prevention Week." Although it is fully recognized that there is some value to be derived from almost any effort to promote the prevention of accidents, the Study Committee felt that the time, money and effort required to conduct an "Accident Prevention Week" could be spent on other more specific aspects of accident prevention with a greater degree of return and benefit to both industry and the public. It was believed that accident prevention 'per se' encompasses such a broad area that any attempt to emphasize it in a short period of time (such as a week) might tend to treat it in a "broad-brush manner" thereby diluting and losing the impact sought by subjecting it to a seven day crash program.

The possibility exists that by focusing attention on a given week, there may be a lessening of the day-to-day effort which is vitally needed to fight accidents on all fronts. The Study Committee therefore recommends that the Council not favor the idea of an "Accident Prevention Week" approach in favor of a continuance of encouragement of a consistent everyday battle to meet the accident prevention challenge.

The Executive Committee considered the problem of the individuals who attend the Congress sessions without badges. It was felt that this is unfair to those who had registered and that the Sections should tighten up on their identification procedures.

The following MOTION was presented:

MOTION: It was moved that all Sections establish a procedure for questioning individuals who are attending their Sessions and not wearing a Registration Badge.

MOTION was approved.

The American Hospital Association who until this time, has provided direction for the Council's Hospital Safety Services program, has recently turned this work over to the Council. The new committee recommended by the American Hospital Association will consist of five hospital administrators whose names will be supplied by the Hospital Association and five Council representatives. The Chairman asked that the individuals who are interested in serving on this Hospital Safety Committee report this desire to the Chairman for consideration.

This year, the National Safety Council will celebrate its 50th Anniversary, in anticipation of the Golden Anniversary celebration, it was suggested that a pamphlet be produced by the Conference and that it be called "Occupational Safety Program for the Nation." To study this project, the Chairman named Mr. Hannaford to serve as Chairman of the committee. Other members of the committee will be designated later. Following the meeting the Chairman named the following individuals to serve with Mr. Hannaford:

Mr. R. Hagopian  
Mr. D. Hayes

Mr. R. H. Ferguson  
Mr. R. P. Hamilton

IX. REPORT OF VICE CHAIRMEN'S MEETING - Mr. C. Schluter

On January 24 a meeting for Sectional Vice Chairmen had been held with good attendance. Mr. C. Schluter, Chairman-Elect attended this training session and spoke to the attending Vice Chairmen on how the Sections can obtain assistance from the Industrial Conference. The Conference is set up to be the framework for the Sections to work in and one of the prime reasons for the recent Conference re-organization is to accomplish this purpose.

A personnel evaluation form for use of the Sectional Nominating Committees had been prepared and was discussed. It was felt by the Chairman-Elect that the Vice Chairmen should make use of this type of appraisal in the coming years. The personnel evaluation form in its draft form is attached.

Mr. Schluter also told the Vice Chairmen that the slate of officers for the Sectional Executive Committee are often late, making it difficult to give these individuals the desired publicity. If slates can be submitted well in advance of the Congress, local newspapers and house organs can be notified about these sectional elections.

X. NEW BUSINESS

Mr. W. G. Johnson, Council General Manager, was asked to report to the Industrial Conference on the present status of the report of the Special Committee on the Walsh-Healey Safety and Health Regulations.

"The report of your Special Committee which studied the Walsh-Healey Safety Regulations was transmitted to the Secretary of Labor on October 9, 1961. A Division Administrator acknowledged receipt and said he would contact the Council after the report had been reviewed.

"After more than two months had elapsed without further word, the Council again wrote to the Secretary of Labor. Again the Division Administrator said that he was reviewing the report and would contact the Council in January.

"At this time, three and a half months have elapsed, and there is no sign that the Department plans to put in writing its analysis of your report.

"A number of oral comments by representatives of various bureaus in the Department of Labor and a statement by an Assistant Division Administrator printed in the A.S.S.E. Journal gives some indication of the lines the Department is likely to follow.

- "1. They do not wish to withdraw the Regulations.
- "2. Comments, suggestions and recommendations will be used to attempt a patch-up job on the poor set of Regulations now on the books.
- "3. Division staff will apparently continue to avoid discussion of your report at policy levels.
- "4. An attempt will be made to avoid major attention to the new and promising approach to Regulations, which your committee developed.
- "5. The Council's report is apparently being characterized as a 'pile of paper' and the effort to slough off the report and ignore its positive recommendations will continue.
- "6. So-called 'informal meetings' not based on written analyses, will be sought.
- "7. In view of the timing, it would appear likely that the Department of Labor wants to postpone real consideration until after 2,000 delegates to the President's Conference on Occupational Safety have met on March 6-8, 1962 and have gone home. The Department of Labor has not suggested that a session of the President's Conference be devoted to this important matter.

"All of you received a copy of the report. From your comments you believe your committee chartered a new and very promising approach to regulation... namely, control the end product, which is safety, and leave details to those responsible. This new approach has the tremendous merit of focusing on the real objective and make it unnecessary to try to prescribe minute

"The Administrator agreed that the meeting was constructive. He expressed a desire for further consultations. He agreed to explore the use of performance standards and asked our help. He agreed to explore the use of advisory guides and standards, as contrasted with rigid requirements.

"We offered our fullest cooperation, pointing out, however, that we could not assist in drafting lengthy rigid requirements."

XI. TIME AND PLACE OF NEXT MEETING

The next meeting of the Industrial Conference will be held on

May 9-10, 1962  
Lake Shore Club  
Chicago, Illinois

Members were assured that letters of meeting announcement would be mailed out in ample time.

XII. ADJOURNMENT

The meeting adjourned at 4:15 p.m.