

MINUTES OF THE SAFETY AND HOUSEKEEPING SECTION
COMMITTEE

April 14, 15, and 18, 1977

Present:

MEMBERS:

R. L. Stuart, Chairman
Charles Scott
J. F. Carlisle

W. L. Riddick
R. J. Burkett
J. A. Glass

VISITORS:

P. E. Brubaker
C. E. Yoas (part-time)

PLANT MANAGER'S COMMENTS

At this first meeting of the new committee Phil Brubaker charged the group with the responsibility for the Safety and Housekeeping Program for the coming year. He pointed to the progress made by the preceding committees and outlined his expectations for this new group. He pointed out that this year's annual inspection will be different and will be headed by George Knollmeyer, Plant Manager of the Queeney Plant. The inspection is expected to take place in more than one visit during September and October. Detailed plans will be forthcoming.

OFFICE SAFETY COMMITTEE - C. E. Yoas

The Office Safety Committee is preparing a video tape program: "Safety Problems in the Office and How To Avoid Them." The program is being recorded now and will be shown in several sessions in June.

The membership of the next Office Safety Committee will be appointed by SHAC at the next meeting.

HOURLY SAFETY COMMITTEE ITEM - J. A. Glass

The committee has asked for a review of the approved procedures and actual practices involved in proper decontamination and tagging of equipment being sent to the central shops for repair. Bill Riddick was the SHAC member appointed to investigate the complaint and to recommend appropriate action at the next meeting.

TEXAS CITY PLANT QUARTERLY HOUSEKEEPING INSPECTIONS - J. F. Carlisle

The next quarterly housekeeping inspection will be conducted by visiting teams made up of members of the Plant Manager's Safety Board and members of SHAC. Carlisle has prepared a schedule to be distributed to the teams. Inspections will be held during the week of May 16. Key items of interest will be Lock-out Procedures and Sight Flow Indicators.

SAFETY SIGN REVISION

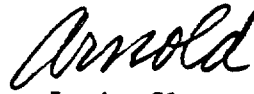
Due to top management interest in comparisons of current safety performance expressed in ANSI and OSHA terms, the plans to revise the safety signs at the Main and West Gates will be delayed. The safety performance will continue to be shown on the old ANSI basis until further notice.

SAFETY PROGRAM

In response to a request by the Plant Manager a new plant-wide safety program has been developed to move from the basic concepts of safety awareness to emphasize importance of individual responsibility and self-discipline for safe actions. The program has been developed based on the need to do something more than the bare minimum to achieve excellent safety performance and the key words of the program are

TAKE AN EXTRA STEP FOR SAFETY.

Appropriate poster and publicity materials available from National Safety Council were reviewed by Glass and Stuart who outlined the program and reviewed the concepts with SHAC, the Plant Manager, and the Safety Advisory Committee. The program has been revised, modified and streamlined and is ready for review by the Plant Manager's Safety Board on April 20. Upon approval details will be distributed plant-wide.


J. A. Glass

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