

MINUTES OF THE SAFETY AND HOUSEKEEPING ACTION
COMMITTEE

February 4, 1977

Present:

Members

Harold Lacy
Arnold Glass
Jim Cavender

Part-Time

Jim Gatewood (Visitor)

1. Overhead Work - Protection Procedures -- Jim Gatewood

Gatewood presented a proposal for providing protection from hazards created from overhead construction work. Jim's proposal was reviewed and he was asked to put the proposal in the form of a P-Bulletin to be circulated for approval in the regular manner.

2. Emergency Procedure Plan Items

- a. Backup Control Center: The Instrument Department (English) is developing a proposal for a mobile control center console to be used for an out-of-plant control center in case of a major emergency. Design of the system is in progress and a PAFE for the mobile equipment is being developed.
- b. Warden System Activation: A proposal for activating the warden system as a part of the regular plant alarm procedure is being developed. In this procedure the wardens would report to their instruction points for every emergency. Glass, Lacy, and Carlisle will develop a bulletin board notice to activate the system in accordance with the Safety Advisory Board recommendations.
- c. Bomb Threats: Glass will work with Albritton to formalize the bomb threat procedure into a safety P-Bulletin.

3. Electrical Tracing

Ben Kullerd described the type of tracing to be used in caustic and acetic acid service and the types used in the newer installations in the plant. There appears to be a variety of different kinds of electrical tracings in use. Harold Lacy will develop a SHAC Survey Notice to all

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users of electrical tracing to develop additional information on what is currently in use so that a firm recommendation can be made for improvement.

4. Injury Reporting Program

The new Monsanto Guidelines for Recording and Reporting Occupational Injuries and Illnesses were put into effect on the first of January. A detailed training program for the entire plant will be presented to the Plant Manager's Staff on February 11 and if it is approved it will be used in training the people throughout the plant.

5. Task Force Status

- a. Central Shop Audit: The task force on making the Central Shop Audit met on three occasions and the Central Shop Audit is proceeding on schedule.
- b. Railroad Crossing Safety Task Force--Charles Freeburg replaced Mike Hancock as a member of the Railroad Crossing Safety Task Force. This task force has met on one occasion and their work is in progress.

6. Relief Valve Study

The status of the relief valve in the plant is approximately 50% complete. It is expected to be completed by February 11.

7. Guest Inspections

Reports on guest inspections of various areas have been submitted. In general the plant looks fairly good with a few exceptions. Corrections are in progress. The Committee feels the Guest Inspections are worthwhile and does lead to a significant improvement in plant housekeeping.

8. Task Force Recognition

The Plant Manager has instructed Harold Lacy to develop a proposal for properly recognizing the work of safety task forces by the Plant Manager's Safety Board and SHAC.

9. Smoking

The smoking problem that had been reported earlier in the PT Department has been resolved on a person-to-person basis. The committee feels that this is an effective way of dealing with the problem.

10. Short Subjects

- a. Fire Alarm Enforcement: A bulletin board notice will be developed to remind people of the necessary steps to take when the fire alarm is set off. The bulletin would simply be a reminder of the necessary steps to take when the alarm sounds.
- b. Contractor Safety Orientation: There is a specific need for a very brief safety orientation for the short term contract employees doing "one shot jobs". Jim Gatewood and will work together to develop an appropriate outline of our safety program to give to short term contractors. We will work through the Purchasing Department to make sure that they have this information prior to starting to work in the plant.
- c. Toxicity Charts: The toxicity charts have become quite popular. Demand is very high. Additional copies of the laminated toxicity charts have been ordered for use throughout the plant.

Hourly Safety Committee Items

1. The Hourly Safety Committee has asked that the modifications to the ramp at Dock 2 be made to prevent another major injury. This item has been referred to the Material Handling Department.
2. Additional portable radios have been requested by Material Handling personnel to add to their safety when working at various isolated locations. This item has been turned over to material handling for resolution.
3. Hourly committee members indicated that earlier advance warning is needed to give employees time to take care of problems which occur when lines freeze. This will be turned over to Plant Protection (Shorty Albritton) for resolution.
4. The Hourly Safety Committee brought up a problem concerning training on fire and entry permits. This will be taken up at the Plant Manager's Safety Board.
5. The Hourly Safety Committee also requested an improvement of the subject matter in hourly unit safety meetings. This will be reviewed at the Plant Manager's Safety Board.



J. A. Glass

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