

Monsanto

FROM (NAME & LOCATION) W. W. Latimer - Texas City, TX (O-13)

October 13, 1983

cc G. L. Tromblee

D. Treleven

J. H. Cross

SUBJECT SHAC Minutes from meeting of
October 12, 1983

REFERENCE

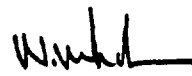
TO : R. Baca
H. Conrad
R. M. Fritz
R. T. Hammann
W. G. Howe

The inspector briefing meeting for the annual inspection will be at 10:30, Thursday, October 20. Hammann will issue a memo and find a meeting place. SHAC and the inspectors will attend and discuss responsibilities and general areas to be reviewed and inspected. The following will be covered:

1. Personal knowledge of - Fritz
2. Personal Safety Equipment - Hammann
3. Condition of Safety Equipment - Howe
4. Safety Hazards - Baca
5. Housekeeping - Latimer
6. Rating Scheme - Hammann

Howe will inform the units of the proposed inspection format and Baca will inform Maintenance.

Fritz will revise and bring copies of the Laboratory Checklist and Hammann will revise and bring the Safety Housekeeping Checklist. The Office Worker Checklist will be used unchanged and brought by Baca. Transparencies will also be brought by the above for their explanation.


W. W. Latimer
for SHAC

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