PLAINTIFF'S EXHIBIT
ATT-205

ENVIRONMENTAL HEALTH, ENVIRONMENTAL MANAGEMENT AND SAFETY CENTER/ SUPERVISION/FACILITIES MANAGEMENT RESPONSIBILITIES

Intent: To describe the responsibilities of the EHEM&S Center, Supervision and Facilities Management in the cooperative AT&T Bell Laboratories occupational safety and health program (the program).

Information:

1. EHEM&S responsibilities:

   a) Plan and develop the program. Prepare/distribute instructions.
   b) Serve as the primary corporate resource, initiator and compliance agency on such matters.
   c) Provide technical support to all organizations.
   d) Interpret/communicate governmental regulations in terms of impact on Bell Labs.
   e) Develop/coordinate/evaluate training sessions.
   f) Serve as the contact with governmental agencies (including release of information review).
   g) Approve safety and health designs of new/modified facilities and operations. Assist in establishing instructions for such processes and facilities. Participate in the inspection of such prior to occupancy and initial use.
   h) Conduct audits. Prepare recommendation reports. Provide instructions on self audits.
   i) Conduct investigations and evaluations to monitor employee exposures to chemical, physical or biological agents.
   j) Develop toxicological data on chemical formulations to establish realistic exposure criteria. Develop required Material Safety Data Sheets.
   k) Evaluate the health and safety implications of new products and devices in collaboration with technical organizations.
   l) Specify appropriate protective equipment.
   m) Devise, collect, and analyze records and reports necessary for assessing the effectiveness of the overall program.
   n) Maintain a central recordkeeping system for all occupational injuries and illnesses requiring treatment beyond first aid in accordance with regulations promulgated by OSHA.
   o) Consult with the Environmental Affairs Coordinating Committee and the Environmental Quality Committee on policy matters.

The last page identifies resources developed by EHEM&S to address these responsibilities.

2. Director responsibilities:
   a) Appoint Safety Advisors to provide guidance in health and safety.

3. Department Head responsibilities:
   a) Appoint Safety Representatives to provide guidance in health and safety.
   b) Ensure safe working conditions and environmental controls.

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c) Require employees to observe specific standards and operating procedures related to their jobs.
d) Implement an occupational health and safety program in their department.
e) Ensure that supervisors under their jurisdiction:
   - Maintain a work environment that provides safe conditions.
   - Provide occupational health and safety training on all functions of each assignment.
   - Include safety and environmental performance as a significant factor in employee job performance.
   - Develop information on the occupational health and safety aspects of new technical developments and arrange for the transmittal of this information to other users.
   - Review the design of new and modified facilities and operations with EHEM&S and the local Facilities Management organization.
   - Comply with procedures established under the Occupational Safety and Health Act.
   - Provide protective equipment for employees in consultation with the location Safety Coordinator or the Manager, Industrial Hygiene and Safety Department.
   - Obtain the approval of EHEM&S for the proposed release of any safety or occupational health information.

Assistance in any of the above is available through EHEM&S Centers listed on the last page.

4. Facilities Management responsibilities:
   - Maintain the safe operation of building services.
   - The fire safety program.
   - Approve designs of new and modified facilities in cooperation with EHEM&S.

Reference GEI 9.1.

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ENVIRONMENTAL HEALTH, ENVIRONMENTAL MANAGEMENT AND SAFETY CENTER NUMBERS

	LOCATION	ROOM	EXTENSION
Safety Centers (General Questions)	AL	2E-107	7850
	HO	1D-211	4223
	IH	6U-110	6493
	MH	1F-209	4144
	WH	4A-134	4276
	SSTC	215/481-0733	
Asbestos Analysis	MH	1C-249	5399
Chemical Disposal	MH	4-251	5422
Chemical Hygiene	HO	1D-211	4222
	MH	1F-108	4362
		1F-210	3444
Construction/Design Review	MH	1F-104	5034
Environmental Management	HL	2G-301	2632
Fixed Monitor Calibration	MH	1F-110	6857
Hazard Awareness Training	MH	1F-210	3444
Hazardous Waste Material Analysis	MH	4-276	5033
Industrial Hygiene Monitoring	HO	1D-211	5206
	IH	6U-112	6937
	MH	1E-231	6551
	WH	4A-138	4275
Ionizing Radiation	MH	1F-101F	4645
			2752
Non-ionizing Radiation	MH	1F-101C	6442
			7338
			3887
On-line Material Safety Data Sheet System	HL	3G-306	2609
MSDS Hard Copy	HL	2A-338	2658
Process Hazard Review	MH	1F-104	5034
Product Safety	MH	1E-231	6551
Safety and Health Films	MH	1F-210	3210
Toxicology	MH	1E-242	2468
		1E-249	7157
		1E-249	5503

FACILITIES MANAGEMENT SAFETY CONTACTS

AK	AK	2G-06	2820
CB	CB	3E-222	4414
HL,WV,SF	HL	1A-120	2398
HO,HOH,HR,WB	HO	1D-237	2337
IH,IHP,IW,IA	IH	6U-114	6937
MH	MH	3A-203	6915
MV,WI,AN	MV	2L-12	6106
WH,CH,MO,PK	WH	3D-218	2624
			2626
			7466

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SERVICE PERSONNEL

TITLE	LENGTH	AUDIENCE	CONTENT
1. Hazardous Chemical Safety	1 day	service personnel, craft, maintenance	toxics, flammables, corrosives insidious hazards, spills, compressed gas, hazard communication, MSDS chemical storage, lab hood safety (can be selected based on audience)
2. Chemical Safety at AT&T	1 hour each module, 7 modules	service personnel, (porters utility workers, ship/rec'g, chemical stockrooms, storerooms)	- introduction to chemical safety, poisons, corrosives, compressed gases, oxidizers, solvents, carcinogens
3. Safety for Shop Supervisors	2 days	supervision-model and development shops	electrical, machine guarding, welding, accident investigation
4. Powered Industrial Truck Operator Training	1 hour	shipping/receiving personnel porters, general utility workers	- pre-operational check - hazards - safe operating techniques
5. Safe Handling/ Transporting of Compressed Gas Cylinders	1-1/2 hours	gas handlers	physical hazards, chemical hazards, hazard classes, proper handling/transporting, protective equipment, emergency information
6. Hearing Conservation Training	1 hour (annually)	Individuals on Hearing, Conservation Program grounds, shops, maint.	hearing conservation program, effects of noise, protection
7. Resource Conservation & Recovery ACT (RCRA)	1/2 day (annually)	Personnel involved in hazardous waste activities	RCRA, principles of waste mgmt, BL policy/procedures
8. Hazardous Materials Transportation	1 day	Management/supervision, safety reps and lead people, shipping/receiving, transportation materials and stock	principles, table of Haz. Mat, applicable DOT regs., labeling, marking, placarding, in-transit considerations, workplace considerations

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TITLE	LENGTH	AUDIENCE	CONTENT
9. Chemical Alert: Handling & Transporting	Six Modules Inter-active videodisc determined by user (self-paced) est. time for knowledgeable trainee to complete module ~1 hour	Service personnel, porters, gas handlers, shipping/rec'g, personnel, utility workers, chauffeurs, plant equipment, maintainers	Module 1 (In-Complex) Handling/Transp. Chemicals Module 2 - (over-the-road) chemicals Module 3 - (In-Complex) Cryogens Module 4 (over-the-road) Cryogens Module 5 - (In-Complex) Compressed Gases Module 6 - (over-the-road) compressed gases
10. Asbestos Training	2 days	operations and maintenance personnel and supervision, craft, any service personnel	history, state and federal regulations, workplace sources of asbestos, ppe, engineering controls, work practices - glove bag technique, safe disposal, mastery test
11. Departmental Safety Rep Orientation	2-1/2-3 hours	dept. safety reps, DHs/Mgr.	responsibilities, sources of help, accident investigation techniques, basic hazard recognition (chemicals, gases, electrical, office, service, how to conduct a safety audit)
12. Chemical Spill Training	2 days	emergency response team members, brigade members	Day 1 - principles, how to approach a spill, remediation techniques, protective eqp't. Day 2 - hands-on and workshop on Day 1.