

~~Gary: FYI, please return
to & can file.~~

FROM: E. A. PHILLIPS
ROCKDALE OPERATIONS

Jim Richter

TO: MEMORANDUM
1990 NOVEMBER 13

PLAINTIFF'S
EXHIBIT

AL-35

RE: P-100 BUS SPACER REPLACEMENT

A meeting was held on Thursday, November 08, 1990 to discuss proper methods for replacing asbestos P-100 bus spacers. In attendance were Jim Richter, Kevin Rolan, and Eric Phillips of Alcoa and David Casten, and Steve Marositz of Environmental Analytics, Inc.

A site visit was held at pot 24 in room 132 to look at the bus spacers in their actual environment. Further discussions were held in Bldg. 27 and the following plan was devised:

- A. Kevin Rolan will arrange for Jim Saxton to schedule asbestos competent persons training. This is a four day session to be held on plant site. A Potlining Unit Supervisor and the two industrial hygiene technicians will attend the training. Kevin Rolan will communicate with Maintenance personnel to see if there are any additional employees needing to take the training. Once a person has completed this training they will be certified to oversee asbestos related work in the plant. Training will take place during the week of November 26th.
- B. Kevin Rolan will obtain the following equipment for a trial bus spacer replacement to be overseen by the Environmental Analytical personnel: Asbestos containment bags, bag hangers, barricade tape, amended water and sprayer for wetting. Jim Richter will look into the proper and recommended type of clothing to wear during the work.
- C. A trial spacer replacement will be conducted by the Environmental Analytical personnel during the week of December 3rd. During this session it should be possible to come up with a safe procedure for changing these spacers.
- D. Eric Phillips will obtain personal locks and tags for the Environmental Analytical personnel while they are performing the trial replacement.

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- E. Jim Richter will conduct base line sampling for asbestos fiber during the trial installation and for an appropriate period of time afterwards when potlining people are performing this work.
- F. After a method has been developed for spacer replacement in which people are comfortable with the health and hygiene aspects, a JSA will be prepared with input from potlining employees for the total job.
- G. After the JSA is developed and approved by all parties, Environmental Analytical personnel will conduct 8 hours of on-the-job training for those employees who will be performing the bus spacer replacement.

After the above items are completed to everyone's satisfaction, we will proceed with replacement of the bus spacers on a routine basis.

E. A. Phillips

cc: Frank Burford
Jim Richter
Kevin Rolan
Jim Saxton
Eddie Clark
Glen Goeres
J. D. Hawkins

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