

GUIDELINES FOR IMPLEMENTATION OF

"SAFETY GUIDES FOR CONTRACTOR PERSONNEL WHILE WORKING AT THE MONSANTO W.G. KRUMMRICH PLANT"

1) These guidelines are for:

   a) Those persons responsible for submitting contractor bid packages.

   b) Those persons assigned as Monsanto Representatives

2) Intent of this program is to:

   a) Reduce injuries and toxicities to contractor personnel.

   b) Gain compliance by contractor personnel to established W.G.K. safety and work practices thereby improving potential for better compliance by W.G.K. personnel.

   c) Reduce Monsanto liability with respect to contractor employees.

3) Authority to contract work:

   a) Maintenance Superintendents

   b) Maintenance General Superintendent

4) Lump Sum Contracts:

   a) CED construction engineer, TSD engineer, Maintenance Supervisor/Planner to provide all information concerning special hygiene practices, protective equipment, toilet facilities, break/smoking area, shower and change facilities to be included in contract. Judgment as to cost and practicality should be exercised in each of these areas. Discussion with maintenance supervisor is recommended before submitting contractor bid package or conducting contractor walk-throughs.

5) Monsanto Representative:

   a) CED Projects - CED construction engineer

   b) Plant Projects - to be assigned by Maintenance Supervisor. Generally will be Maintenance Foreman but in special situations could be Production Supervisor/Foreman or TSD Engineer.

   c) Emergency Repair - to be assigned by Maintenance Supervisor.

   d) All Contractor Work - person on-site while work is being conducted.

6) Responsibilities of Monsanto Representative:

   a) Provide Safety Guides to contractor supervisor and answer any questions. Booklets to be obtained from Printing & Stationery for all but off-shift emergency type jobs. Booklets to be obtained from West Gate Guard Office, Main Guard Office, or Off-Shift Foremen's Office for off-shift emergency type jobs.

   Tear-off sheets will not be used.

   b) Inform contractor supervisor of chemical hazards in area where work is to be performed.

   c) Inform contractor supervisor of special safety protective equipment required.

   d) Insure clothes change and showering of contractor personnel when clothes become contaminated or risk of toxicity exists.

   e) Enforce "Safety Guides" through contractor supervisor.

7) Cafeteria:

   a) Contractor personnel <u>will not</u> use the plant cafeteria. No exceptions.

8) Protective Equipment (Gloves, Respirators, Rain Suits, Etc.)

   a) Contractor will provide on all lump sum projects

   b) Emergency and other T&M projects, Monsanto Representative must use his judgment. However, it is the intent that the contractor provide protective equipment.

9) Toilet Facilities:

   a) CED and major plant projects - contractor to provide

   b) Emergency repair and small plant projects, contractor personnel may use Monsanto facilities except where contractor toilet facilities are already available.

10) Break/Smoking Area:

   a) CED and major plant projects, major contractors to provide. Minor contractors' personnel may use plant smoking shelters.

   b) Emergency repair and small plant projects, contractor personnel may use plant smoking shelters.

   c) No contractor personnel may use plant smoking shelters from 9:30 A.M. to 10:30 A.M. and from 1:30 P.M. to 2:30 P.M.

11) Shower and Change Facilities:

   a) On projects or emergency repair work which require showering and clothes change, Monsanto facilities (BK basement) will be available where it is impractical from timing or cost for contractor to provide. Russe/McAteer to be contacted on day shift and night superintendent on off-shifts. On jobs of significant duration, contractor will provide these facilities.

12) Plant Storeroom Trailers:

   a) NO contractor person may enter

   b) Monsanto Representative may provide materials on an exception basis.

13) Monsanto Equipment and Tools:

a) To be used by contract personnel on an exception basis only. Monsanto Representative must authorize. Intent is that contractor provide equipment and tools.

14) Enforcement of Guidelines:

a) It is the Monsanto Representative's responsibility to enforce Safety Guides. Good judgment must be exercised in correction of contractor personnel violations. See Special Note #4 on front of "Safety Guides."

b) Anyone observing a hazardous situation should correct the situation immediately.

c) Anyone observing a non-hazardous situation should report the incident (and the contractor person's badge number) to the Monsanto Representative.

W. C. Engman
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