

AGENDA

Meeting called by: Poly C Date: 12/01/94
 Meeting place: Poly C Training Room Starting Time: 8:30 AM
 Please bring: Yourself Ending Time: 11:00 AM
 Participants: Poly C Staff, Reactive Chemicals Committee

Purpose of Meeting:

This review is intended to present and discuss the pertinent information necessary to accomplish the requirements of the Reactive Chemicals New Superintendent Review for the Polyethylene C Plant.

Desired Outcome:

Identify reactive chemicals concerns for the Poly C Plant. Educate new personnel/refresh existing personnel on plant reactive chemical concerns and preventions.

Agenda Items:	Person Responsible	To be Accomplished	Time (min) Allotted
1. Process Introduction and Flow Diagram	Audra Williams	Basic Understanding of the Poly C Process	10
2. 1992 Audit Concerns/Responses	"	Review of Current Status	15
3. Reactive Chemicals Self Evaluation	"	Summary of Evaluation	15
4. Raw Materials and Supplies	"	Review Raw Materials Identification Procedures	10
5. Unloading and Storage	Russ Delozier	Review of Concerns and Precautions	10
6. Catalyst Preparation	Russ Delozier	Review of Concerns and Precautions	10
7. Ethylene Purification and Compression	Audra Williams	Review of Concerns and Precautions	5
8. Reaction Area	"	Review of Concerns and Precautions	10
9. Calcium Stearate	"	Review of Concerns and Precautions	5
10. Devolatilization	"	Review of Concerns and Precautions	5

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Agenda Items:	Person Responsible	To be Accomplished	Time (min) Allot
11. Pelletizing	"	Review of Concerns and Precautions	5
12. Material Handling	"	Review of Concerns and Precautions	5
13. Additive System	"	Review of Concerns and Precautions	5
14. Solvent Recovery and Purification	"	Review of Concerns and Precautions	5
15. Dowtherm Systems	Bob Cameron	Review of Concerns and Precautions	5
16. Flare Systems	Bob Cameron	Review of Concerns and Precautions	5
17. Solvent Hydrogenation	Russ Delozier	Review of Concerns and Precautions	10
18. Hydrogen Skid	Audra Williams	Review of Concerns and Precautions	5
19. Review and Agree on Action Items	All	Finalize Action Items	10

Ground Rules:

TEAMWORK AND CONSTRUCTIVE, APPLICABLE DISCUSSIONS

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