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Interoffice Communication

To : All Supervisors
From : A. H. Sather
Date : April 14, 1982
Subject : SAFETY MEETINGS

The topics for April safety meetings include a review of the Plant Fire Prevention and Emergency Plan issued March 16, 1982, and a brief review of a medical case injury which occurred earlier this year.

Fire Prevention and Emergency Plan - The plan as issued is basically the same in content and format. Several changes of significance were made to improve and upgrade the plan. In addition to the items mentioned in the cover letter to the plan, please note the following:

1. P.4, Table II Fire Fighting Equipment - Addition of two (2) new fire pumps and piping changes to supply propane tank farm area. Phase III fire protection is complete with the exception of a 14" main fire line along the south side of second street from the old reactor module to the 600 series silos.

Also the addition of a 150 pound dry chemical fire extinguishers located east of the P-1 building.

2. Emergency Organization Staffing, P. 19, Item 12 and Page 26.

Medical Case Injury Review - During January, a General Mechanic suffered an eye injury which required medical treatment. The following brief review of some of the circumstances, causes and recommendations should be reviewed.

The circumstances which led up to this injury are as follows.

The injured employee was performing a weld repair on a condensate return line from a panel coil on the phthalic anhydride charge tank in the plasticizer building. The position of the weld was overhead and in a difficult position to reach. While he was chipping slag from the weld, a small fragment of slag flew over his safety glasses and lodged in his eye. The injury required medical attention but did not result in any lost or restricted work time.

Several direct and indirect causes of this injury were identified by the investigating team.

Direct Cause - Inadequate Eye Protection - The injured employee considered using chemical splash goggles to perform the chipping operation but decided against them due to condensation problems from body moisture inside the lens. Chipping goggles that are ventilated are now stock items and should be used in circumstances such as this.

Indirect Cause Items - Several other items contributed to this injury. The operating personnel didn't want the condensate collection manifold removed because of a full phthalic anhydride charge in the tank. They felt that removal of the header might extend the work and cause the phthalic to freeze in the tank. This problem could have been easily avoided if the tank had been left empty following the last charge.

To accomplish this, better communications and coordination between maintenance and operations personnel were required. If this would have occurred, a more lasting repair could have been done and the piping could have been modified such that future repairs could have been done more efficiently.

Along with the items mentioned above, several other items contributed to problems in making the repair. These items were: uninsulated steam and condensate piping in the immediate work area and the presence of moisture in the weld repair area. These working conditions could have been improved if heat barrier blankets and positive block in and bleed down procedures would have been used.

A. H. Sather

A. H. Sather

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c: JF, CRM, Department Heads, JGR, VAB, DSC, JVH



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Interoffice Communication

To : Distribution

From : A. H. Sather

Date : March 1, 1982

Subject : SAFETY MEETINGS

NOTE: PLEASE CONDUCT THESE
MEETINGS BY 3/12/82.

The topic for March safety meetings is "Hand Injury Prevention". The plant injury statistics indicate that 67 percent of the injuries during 1981 occurred to hands and arms.

As the weather gets warmer, people begin to think about gardens, recreational activities and other springtime related items. Also, we are once again into contract negotiations. During this period of 1980, our injury experience increased drastically. The plant experienced 13 injuries, 5 of which were medical treatment. Our ability to enjoy our off-time is directly related to our safety efforts at work. Our plant goal is the same as the goal of each and every one of our employees - everyone going home unhurt.

The focus of this meeting is the slide and tape show "Look Before You Reach". The discussion of the slide and tape show should emphasize job planning to avoid injury producing conditions.

Any questions should be directed to me.

A.H. Sather

A. H. Sather

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Distribution: JF, CRM, Department Heads, Supervisors, JGR, VAB



Interoffice Communication

To : Distribution
From : Jerry Roberts
Date : February 22, 1982
Subject : NEW FIRE EQUIPMENT

I felt that a short memo should be put out to inform all supervisors that we have a new 150 dry chemical wheel unit.

The unit is located southeast of the P-1 building or on west side of the south cooling tower.

Also located in the same area is one CO² wheel unit. This unit should be used for electrical and phthalic fires.

Pictured below are the two different units.

Jerry Roberts
Jerry Roberts
Safety Inspector

tap



CO₂
wheel unit

New 150 lb.
Dry chemical
wheel unit



Interoffice Communication

To : Distribution

From : A. H. Sather

Date : February 11, 1982

Subject : SAFETY MEETINGS

The topics for February are health training (VCM, lead, and hearing conservation), and injury reporting.

The safety department will conduct health training for all employees during the times shown below. This program will minimize the use of slide and tape presentations in an effort to improve overall effectiveness.

Schedule of Meeting Times

Monday	7:00 A.M.	-	1/2 Maintenance
2/15/82	6:00 P.M.	-	12 Hour "B" Shift
Tuesday	1:45 P.M.	-	Compound, Lab 2nd Shift
2/16/82	3:00 P.M.	-	Compound, Lab 1st Shift
Wednesday	7:00 A.M.	-	1/2 Maintenance
2/17/82	10:00 A.M.	-	General Plant
	6:00 P.M.	-	12 Hour "D" Shift
	7:00 P.M.	-	12 Hour "A" Shift
Thursday	7:00 A.M.	-	Compound, Lab 3rd Shift
2/18/82	7:00 P.M.	-	12 Hour "C" Shift

Each supervisor should plan to conduct a meeting with his personnel on injury reporting requirements. In the recent past, several injuries occurred which were not reported on a timely basis. Due to delayed reporting, the injury became more serious causing the injured employee to become more uncomfortable. The primary purpose of reporting an injury is to get the injury treated and, if necessary, tailor work in a way that minimizes risk of aggravating the injury. Another important reason for reporting injuries is to uncover the facts about the injury so they can be used to correct unsafe conditions or modify work methods to minimize the chance of occurrence of other similar types of injury. The general guidelines we must use regarding injury reporting are:

1. Injuries should be reported to your supervisor whenever they occur. Serious injuries should be treated immediately by first aid. Supervisors will be contacted by first aid personnel after treatment.
2. Muscle strains and bruises rarely hurt when they occur. When a person feels pain, stiffness or sore after a muscle strain, our ability to treat the condition is minimal. Prompt reporting is essential to minimize the impact of injury.

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Distribution
February 11, 1982
Safety Meeting
Page 2

3. If eye injuries are not given prompt first aid attention, the irritation to the sensitive eye tissue can lead to serious infections.
4. Puncture wounds are the breeding grounds for infection and blood poisoning. These injuries should be encouraged to bleed to provide for self-cleaning. Follow-up in first aid is essential.
5. We must continue our current reporting/investigation procedure near term. This includes the investigation requirements for observation type cases.

A. H. Sather

A. H. Sather

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Distribution: JF, CRM, Department Heads, Supervisors, JGR, VAB



Interoffice Communication

To : Disbtibution
From : A. H. Sather
Date : January 25, 1982
Subject : SAFETY PERFORMANCE - 1981

Attached, please find the annual safety review report for 1981. The reductions in the incidences and severity of injuries is a credit to our employees. They established a record. The record was that more plant employees went home unhurt during 1981 than during any other year.

During 1982, we need to continue the safety efforts of 1981 and also remember a few things from our 1981 statistics.

1. Our hands and arms do most of our work and suffered 67 percent of the injuries.
2. Ninty-two percent of our 1981 injuries involved contact with or by something. The percentages of the different types of contact injuries are:

Burns	33%
Lacerations (Cuts)	23%
Abrasions	19%
Contusions	17%

3. Fewer injuries were experiences by employees new to Conoco.
4. More of the injuries that occurred in the plant, occurred in the vinyl area. This is probably due to the increased level of activity related to expansion work.

As we go into 1982, our job-to-job emphasis on job safety planning, teamwork, and communications should become good habits. Our habits then will contribute to our plant safety efforts.

A. H. Sather

A. H. Sather

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Distribution: JF, CRM, Department Heads, All Supervisors, VAB, JGR

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OCCUPATIONAL INJURY SUMMARY

1981

ABERDEEN CHEMICAL PLANT

<u>Injury Record</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>
First Aid Cases	42	49	38
Medical Cases	12	16	3
Disabling Injuries	<u>1</u>	<u>0</u>	<u>0</u>
Total Injuries	55	65	41
All Injury Frequency			
Injuries/MM Manhours*	113.3	133.7	79.2
Disabling Injury Frequency Rate	2.06	0	0

<u>Injuries By Departments</u>	<u>1979</u>			<u>1980</u>			<u>1981</u>		
	<u>Injury</u>	<u>Manhours</u>	<u>All Injury Frequency</u>	<u>Injury</u>	<u>Manhours</u>	<u>All Injury Frequency</u>	<u>Injury</u>	<u>Manhours</u>	<u>All Injury Frequency</u>
Maintenance	25	109,384	228.6	25	103,755	240.9	21	110,578	190.9
Vinyl	17	114,552	148.4	15	112,928	132.8	8	117,460	68.1
Compound	6	96,115	62.4	20	96,351	207.6	9	103,335	87.1
Laboratory	2	60,096	33.3	4	58,895	67.9	1	57,838	17.3
**Receiving and Warehouse				0	13,430	0	1	15,990	62.5
Office	5	105,456	47.4	1	100,785	9.9	1	112,173	8.9

* All Injury
Frequency Rate = $\frac{\text{Total Injuries} \times 1,000,000}{\text{Manhours Worked}}$

** Receiving and Warehouse was included in the Administrative Services group in 1979.

Injuries By Department Group

<u>Maintenance</u>	<u>1979</u>		<u>1980</u>		<u>1981</u>
"A" Mechanic	16	"A" Mechanic	21	"A" Mechanic	8
Mechanic Helper	2	"B" Mechanic	1	Mechanic Helper	4
"A" Machinist	1	Mechanic Helper	1	"A" Machinist	3
Instrument Technician	3	Inst. Technician	1	Utility Technician	2
Electrician	3	Electrician	1	Inst. Technician	2
				Electrician	
<u>Vinyl</u>	<u>1979</u>		<u>1980</u>		<u>1981</u>
"A" Operator	8	"A" Operator	6	"A" Operator	3
Yard Operator	3	Yard Operator	4	Chief Operator	3
Utility	2	General Helper	3	General Helper	1
General Helper	1	Casual	2	Yard Operator	1
Casual	2				
Supervisor	1				
<u>Compound</u>	<u>1979</u>		<u>1980</u>		<u>1981</u>
Compounder	1	Compounder	2	Compound Operator	3
Compound Operator	2	Compound Operator	2	Mill Operator	1
Utility	2	Mill Operator	4	Utility	2
Supervisor	1	Bagger Operator	2	General Helper	1
		Utility	8	Casual	2
		Supervisor	1		
		P-1 Operator	1		
<u>Laboratory</u>	<u>1979</u>		<u>1980</u>		<u>1981</u>
"A" Technician	2	"A" Technician	2	"A" Technician	1
		Development Techn.	1		
		Lab Trainee	1		
<u>Receiving & Warehouse</u>	<u>1979</u>		<u>1980</u>		<u>1981</u>
	**		0	Warehouseman	1
<u>Office</u>	<u>1979</u>		<u>1980</u>		<u>1981</u>
Process Engineer	1	Safety	1	Typist	1
Clerk	1				
Safety	1				

Injury Location

Maintenance Department	<u>1979</u>		<u>1980</u>		<u>1981</u>
General Maintenance	2	General Maintenance	10	General Maintenance	5
Utilities	2				
<u>Vinyl Department</u>	<u>1979</u>		<u>1980</u>		<u>1981</u>
Dryers	10	Dryers	4	Dryers	4
Yard	8	Yard	11	Reactors	12
Reactors	12	Reactors	8	Yard	5
Bagging Machine	4	Bagging Machine	3		
<u>Compound Department</u>	<u>1979</u>		<u>1980</u>		<u>1981</u>
Compound	5	Compound	17	Compound	8
Dry Blend	2	Dry Blend	5	Dry Blend	1
P-1	5	P-1	1		
Bagging Machine	1	Bagging Machine	1		
<u>Laboratory Department</u>	<u>1979</u>		<u>1980</u>		<u>1981</u>
	0	Development	1		0
		Quality Control	1		
<u>General Plant and Other Areas</u>	<u>1979</u>		<u>1980</u>		<u>1981</u>
	4		3		6

Accident Cause - 1979

28 of 55 total or 51% unsafe act
10 of 55 or 18% unsafe act and unsafe condition
9 of 55 or 16% unsafe condition
7 of 55 or 13% unsafe act caused by unsafe condition
1 of 55 or 2% uncontrollable

Accident Cause - 1980

29 of 65 total or 45% unsafe act
14 of 65 or 22% unsafe condition
12 of 65 or 18% unsafe act and unsafe condition
9 of 65 or 14% unsafe act caused by unsafe condition
1 of 65 or 1% uncontrollable

Accident Cause - 1981

15 of 41 total or 37% unsafe act
11 of 41 total or 27% unsafe act caused by unsafe condition
10 of 41 or 24% unsafe condition
5 of 41 or 12% unsafe act and unsafe condition

Injury Distribution - 1979

38 employees with 1 injury each
7 employees with 2 injuries each
1 employee with 3 injuries each
46 employees or 19% workforce produced 100% of injuries

Injury Distribution - 1980

38 employees with 1 injury each
12 employees with 2 injuries each
1 employee with 3 injuries each
51 employees or 21% of workforce produced 100% of injuries

Injury Distribution - 1981

29 employees with 1 injury each
4 employees with 2 injuries each
1 employee with 4 injuries each
34 employees or 14% of workforce produced 100% of injuries

<u>Types of Injuries</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>
Fingers-Hands-Arms	36	35	30
Legs-Knees-Feet	8	14	6
Eyes	6	6	1
Back	5	7	2
Head-Face-Neck	3	6	5
Abdomen	5	0	1
Chest	0	1	0

<u>Classification of Injuries</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>
Laceration	11	23	11
Contusion	15	16	8
Abrasion	6	9	9
Puncture	1	6	0
Burn	14	8	16
Foreign Object	6	5	1
Muscle Strain	8	7	2
Fracture	1	1	0
Other	0	0	1

<u>Injuries By Month</u>	<u>1979</u>	<u>1980</u>	<u>1981</u>
January	2	5	2
February	4	7	2
March	2	13	4
April	3	3	9
May	5	4	2
June	7	8	7
July	5	8	1
August	4	5	2
September	6	1	2
October	5	3	1
November	7	5	7
December	5	3	2



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Conoco Chemicals Company
Division of Conoco Inc.
P.O. Box 91, New Highway 25
Aberdeen, MS 39730

January 22, 1982

Dear Conoco Employees and Families:

Severe medical emergencies that threaten the lives of our families and friends can occur at any time and any place. The life threatening emergencies include severe bleeding, heart attack, choking, and shock. Could you perform the first aid procedures which these emergencies require to save a family member or friend's life? Your immediate response can save a life! These procedures are simple and easy to learn.

If you would like to learn these procedures, you can. We will be sponsoring a severe medical emergency first aid training program on Tuesday, February 2, 1982 at 6:30 p.m. at our plant. The instructor will be Grady Skillern. He is a Conoco Medical Division First Aid Instructor from Ponca City, Oklahoma. Grady travels all over the world for Conoco training first aid personnel at our various locations. Because first aid is so important, he also teaches family first aid courses on a voluntary basis for interested people like you.

Grady's program includes a lot of opportunities for the class to try the techniques. His program teaches:

1. Control of severe bleeding
2. Artificial respiration (mouth-to-mouth)
3. Control of shock
4. Control of choking (Heimlick maneuver); and
5. CPR (cardio-pulmonary resuscitation)

The program is expected to last about 3½ hours depending on questions.

I would like to extend a personal invitation to you and your family to attend this program. If you are interested in attending, please contact either Ginny Belk or myself as early as possible, but before noon, February 1, 1982. We need to know how many people plan to come so we can have enough space available for the class. In this type of training, class size is critical. If we have a lot of people who want to come, we will consider making a second class session on Thursday, February 4, 1982. We want everyone to get a chance to try these techniques "Hands-On". Directions will be posted so you can find the classroom easily.

We look forward to seeing you there.

Al Sather

Al Sather
Safety Director

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cc: Dept Heads
F29.0



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Interoffice Communication

To John Friend
From R. D. Gamblin
Date January 19, 1982
Subject 1981 SAFETY PERFORMANCE

Congratulations to the Aberdeen plant personnel on reducing medical cases in 1981 to 3 compared to 16 in 1980. This is a fine accomplishment. Thanks for the extra effort and best wishes for continued improvement in 1982.



RDG/vm