PLAINTIFF'S EXHIBIT
MON-1057

SAFETY CONTACT '76
SAFETY TOPICS - SUGGESTIONS BY OFFICE SAFETY COMMITTEE

I. WALKING

A. To and from parking lots
B. Up and down stairs
C. On slippery flcors
D. Around blind corners

Some examples

II. GENERAL OFFICE

A. Use of electrical equipment (staplers, shredders, etc.)
B. Use of file cabinets
C. Use of chairs
D. Use of fire extinguishers
E. Use of paper cutters
F. Lifting and carrying of loads

Some examples

III. RESPONDING TO AN ALARM

A. Fire and spill not in your building
B. Fire and spill in your building
C. Plant emergency alarm
D. Proper way to report alarm

Some examples

IV. SAFETY PROCEDURES IN AREAS OTHER THAN OFFICES

A. Use of automobiles and bicycles
B. Use of protective equipment (shoes, glasses, helmets, etc.)
C. Entering operating units
D. Entering restricted areas
E. Responding to an alarm while in unit

Some examples

C. E. Yoas
Chairman

Jim Sheehan
Gerry Kelley
Committee Members

/gk
8/26/76

SC 14461

WE NEED A NEW EMPHASIS

ON

SAFETY RESPONSIBILITY

IT MUST

- INVOLVE EVERYONE
- START WITH SAFETY AWARENESS
- FOCUS ON JOBS WE DO
- USE EXISTING SAFE PRACTICES
- EMPHASIZE INDIVIDUAL RESPONSIBILITY AND SELF-DISCIPLINE

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