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PPG INDUSTRIES, INC.

INTEROFFICE CORRESPONDENCE
LAKE CHARLES, LA

TO: Distribution
DATE: November 26, 1991
FROM: Howard Duhon *hd*
SUBJECT: Vinyl Chloride (VC) Training

A brief meeting was held in Training Room A at 9:00 a.m. concerning our Vinyl Chloride training. In attendance were: John Cobb, Max Hekmat, Dick Holliday, and Howard Duhon. The purpose of the meeting was to review our current training program and evaluate it with the current standard for compliance.

The first item covered was the standard CFR 1910.1017. Those items needed were noted:

1. Identify the nature of hazard from chronic and acute exposure.
2. The carcinogenic hazard.
3. The specific nature of operations.
4. Respiratory protection.
5. Fire hazard.
6. Purpose and description of monitoring program.
7. Purpose and description of medical surveillance program.
8. Emergency procedures.
9. Specific information to aid employees on recognition of condition that may result in a release.
10. Review of the standard 1910.1017.

Dick then reviewed the current lesson format used in the 1991 VC training. Since all the instructors are from the Derivatives group, Dick will review the 91 course content and upgrade if needed to comply with the 10 items noted. As part of the past lesson formats, videos were used. Howard will look into trying to come up with a suitable video.

The regular training is to be conducted in the first quarter. It was suggested that the new hire training be included with New Employee Safety Orientation. Howard will check on including this.

A review of the training qualifications were conducted next. Dick will review the 1991 trainers per PTS printout, to ensure they are in compliance with our description.

The last item was a review of who is being trained. SPU's receiving the training were reviewed. Some question came up on Shift Mechanics and E Squad members. Howard will review shift mechanics with Jeff Barker and John will review the E Squad with Al Bresley.

Our next meeting has been scheduled electronically for December 10, at 1:00 p.m., in Training Room A.

/lbn

Distribution: John Cobb
Max Hekmat
Dick Holliday

cc: Brad Kline
Jeff Barker
Al Bresley

SL 087441