

1982 SHAC UNIT/CRAFT SAFETY PROMOTION TEAM EFFECTIVENESS SURVEYFindings

In general, the system is working effectively, but there are areas for improvement.

1. Safety Procedure Bulletins

- Large majority were available and up-to-date.
- Several areas did not have available.
- Some books were not complete.
- Different systems were in effect for update.

2. Safety Suggestion Log Books

- Available in all areas.
- Usage frequency varied.
- Wide variation in administration (answer timeliness, feedback completeness, apparent credibility).

3. Unit/Craft Promotion Team Activities

- All units have regular meetings, some issue minutes.
- Some staff and craft groups meet unofficially based on need with no written documentation.
- There is wide variation in the degree of group safety promotional activities.
- Most groups focus activities on area or craft safety concerns.
- The system works!.

Desired Results

1. Safety Procedure Bulletins

- a. Recommend green binders
- b. One person responsible for updating (most effective system is distribution from Pat Paganucci).
- c. All procedures available.

2. Safety Suggestion Log Books

- a. Timely response (one week) and respond to all suggestions.
- b. Follow through until final answer (periodic updates).
- c. Sign and date responses.
- d. Prefer one person responsible for answers.
- e. Standard format: Suggestion on one side, answer on the other.
- f. Signal hourly personnel of greater emphasis on log book use.

3. Unit/Craft Safety Promotion Teams

- a. More group or area promotion of safety (not just depend on overall plant program).
- b. More regular meeting of unit/craft committees with minutes only when significant items addressed (visibility and communication).

Synopsis

(Unit/Craft Team

- 1) Good in that people know who to contact with problem
- 2) Effectiveness - Depends on how used
- 3) Looked on as additional chore for contact supervisor
- 4) In units good way for craftsman to get input.
- 5) Meetings - ?

Safety Log

- 1) Effective - but to varying degrees
- 2) Variation - need some guidelines on answers

examples

question on left - answer on right
date answer
One person responsible
Timely

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Operations - Log books more effective (Safety & Co)
Generally railroad - not hono -
Maint. use is good
One/no. general meeting
Sounding board - mainly
Do not publish notes
Use for safety audit when possible.
Anyone ensures safety log - some delays

Mtl. Hdl.

Expanded from guidelines - 3 from mtl. Hdl. + chairperson.
Bring up things - discuss answer is writing minutes per
Dec/10 - Usually last Wednesday
Maintain Safety Log
W.O. sheet for minor items - put in box
Weekly safety check is reviewed
Upper management also sits in.
Very effective
One man responsible for ans. in log book - fairly

Pipe Fitters

Safety log - Not many items - needs better attention

Do not hold many meetings

Problem is that it is hard to get shold of.

Work on problems when they are brought to attention

Use a work form for shift fitters to get safety items corrected - safety log used for shops area.
more

Dept 44

Big shutdowns - review

Choice or - don't feel they shut people off

Craft participation

- Separate maint./oper teams

- Just another meeting - feels we have effective tools with safety suggestion log & safety meetings without using another meeting.

Representatives are important in that it gives people someone to go to to get problems resolved.

Safety log - Two items to be answered $\approx$ 1 wk old.

L. Schwab

Unit/Craft Safety Survey Notes

1. Instrument Craft - H.R. A. Pope C.S. R. Means (Took via Jones' p.)

- Safety suggestion log very visible
- 5 Entries in 1981 - all seemed "in order"
- No regular get-togethers between H.R. + C.S.
- Most safety problems and concerns are handled direct, without going through log book
- General feeling that the craft safety system works well
- Have Safety P-Bulletin book

2. Electrical Craft H.R. : Cothorn C.S. Mathison

- Book kept in open (visible) in Foreman's Office
- Very few entries through the last several years - most suggestions are handled by direct contact with super.
- No regular reviews held between the 2 people
- They have Safety P-Bulletin book

3. Boiler maker Craft H.R. E. Garcia C.S. Rechner

- Book available at leadman's desk in shop
- Last entry showed no answer - apparently overlooked. There were very few entries
- No regular reviews held
- Have the feeling that this group not as well established as they should be in craft safety
- No Safety P-Bull. book

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4. Carpenter Craft H.R. Hughes C.S. Goodson

- Book available in shop at leadman's desk.

- no entries since the new book was put in place late last year. Previous "book" didn't appear to be well kept
- Most items are handled by direct contact and are not reflected in the log.
- No Safety P. Bulletin book

General Impression

- The use and, maybe, need for a safety suggestion log in Crafts is not the same as in Production, where around-the-clock communication problems exist.
- There is a variation in the use and effectiveness of the unit/craft program between crafts
- Many safety-related actions are being taken without being reflected in the Safety Log or through Craft Safety Repr.

Unit/Craft Team Effectiveness Survey HDPE - Pand F Depts

In general, the HDPE-P unit/craft promotion team was active and member felt concerns were addressed and acted on in a timely manner. It was expressed by operators that this was not always the case and that before the 1981 "high recordable injury rate in HDPE, there was much less effort.

The safety suggestion book in the P control room was up to date, was frequently used, and was discussed each unit/craft meeting. There was an up to date safety P-bulletin notebook in the HDPE-I control room. The Finishing control room had no P-bulletin notebook, and although the safety suggestion log was used frequently, there was evidence that answers to suggestions were often late and not considered credible.

There was a prevailing concern that Monsanto persecutes the injured, and the often money won't be spent on safety.

Unit/Craft Team Effectiveness Survey
Environmental Dept. - 513

The Environmental Dept unit/craft safety promotion team is in summary active, and successful in addressing dept safety concerns and suggestions.

The Environmental team a members of unit contact supervisor, maintenance supervisor, and 4 operators (one is the official unit team representative.

They meet once a month, issue minutes, and have for the most part successfully resolved safety concerns. The only problem expressed by operators is the lack of action on muddy-dirt-roads, which is under cost evaluation for asphalt surfacing (could be stopped due to expense).

The safety P-bulletin book was available at the Chief Operators desk and was up to date. The safety suggestion book appeared to be seldom used (last entry 4th qtr, 81). However, operators indicated concerns were brought to and addressed in the unit/craft team meetings.

DDKos