PLAINTIFF'S EXHIBIT

BELL-2

REPRODUCED FROM A 1957 HELICOPTER SUPERVISOR'S HANDBOOK

SECTION H-11
ACCIDENT PREVENTION

The responsibility for accident prevention rests almost entirely with supervision. The prevention of accidents can only be accomplished by the elimination of hazards and the constant direction of the employee. You are responsible for the instruction and enforcement necessary to maintain safe standards and conditions.

The Safety Engineer is not the primary enforcing agent in running the safety program. He is a guide and a "helping hand" so to speak and his chief function is to aid supervision in establishing policy, advising when technical problems arise and aiding in the engineering aspects of planning, layout, purchasing, etc. He sis available for the purpose of aiding in investigations of accidents, and recommending corrective action. Inspection, statistics, investigations and planning are all parts of the safety office function, which is designed to aid supervision in their accident prevention program. The praise or scorn for an accident record does not belong to the safety office but to supervision for either a good or poor job of supervising.

Become thoroughly familiar with all rules and regulations which have been established to provide for the safety of your employees, and with all procedures for the prevention of accidents which are applicable to the operations of your work area. Fully explain to each employee the type and purpose of protective devices which must be used and safe practices which must be followed. Instruct each employee whose work requires a personal protective equipment device such as respirators, eye protection, aprons, acid hoods, protective welding equipment, protective cream, ear plugs, etc., to obtain the item at a safety crib.

Safety shoes may be purchased at cost from the safety crib; also, the company will furnish each employee needing them a pair of prescription ground safety glasses. All the employee needs to do is supply a doctor's prescription not more than one (1) year old; all other expenses are paid by the company. this prescription should be attached to an AVO which states the supervisors' request for the safety glasses, the implies name, his clock number and his classification. This AVO should be signed by the employee's immediate supervisor and forwarded to the safety engineer for action.

You may be requested by the safety section of the industrial relations department to prepare a Foreman's Accident Report on a particular accident. Complete the form in every detail and return it to the safety section within twenty-four (24) hours.

It is the Foreman's job to:

1. See that his workers are trained to work the safe way.
2. Detect and correct unsafe working conditions promptly.
3. Make sure that employees use machine guards provided for safety.
4. See that workers use goggles when the work requires them
5. Enforce all safety rules and regulations.
6. Refuse to tolerate unsafe practices.
7. Maintain discipline in the department; this is an all-important in accident prevention.
8. Keep a spic-and span department; good housekeeping is part of the safety program.
9. Set a good example for all the workers in the department.
10. Secure the cooperation of all workers in accident prevention.
11. Notify the safety engineer if difficulties arise that require additional aid.