Department H-C Maint Shift A Date 11/25/81

I. Employees Present Dupuy STEIB MANOLA DIMAIO BOUQUA
HEIL EASLEY HARRELL

Employees Absent LANDRY

Reason VACATION

PLAINTIFF'S EXHIBIT
ETCO-347

II. Review of Accidents and Near Misses (See attached Summary)

Comments

III. Review Unsafe Conditions

A. Review Department Work Order Log B. New Hazards Reported

No.	Unsafe Conditions	Recommendation
	Dirty REFRIGERATOR IN SHOP	CLEAN REFRIGERATOR IN SHOP
	WIND SOCK DETERIATING	WIND SOCK ON # 4 STRUCTURE IS DETERIATING NEEDS REPLACING.
		THESE JOBS WERE COMPLETED 11/25/81

IV. Review Unsafe Acts Observed

Unsafe Act	Recommendation
GRINDING ON GRINDING WHEEL WITH GLOVES ON	OBSERVE SAFETY RULES — REMOVE GLOVES
TWO PEOPLE RIDING TOW MOTORS	DRIVER IS RESPONSIBLE FOR SAFE OPERATION. HE IS NOT TO ALLOW A PASSENGER TO RIDE WITH HIM.

V. Safe Work Procedures Reviewed

SELECTION & USE OF RESPIRATORY EQUIP.

VI. Area or Department Housekeeping Rating (Check where applicable)

										Remarks
W. SIDE of SHOP	Excellent		Good	✓	Fair		Poor			
OUTSIDE of SHOP	Excellent		Good	✓	Fair		Poor			
	Excellent		Good		Fair		Poor			
	Excellent		Good		Fair		Poor			
	Excellent		Good		Fair		Poor			
	Excellent		Good		Fair		Poor			
	Excellent		Good		Fair		Poor			
	Excellent		Good		Fair		Poor			
	Excellent		Good		Fair		Poor			
	Excellent		Good		Fair		Poor			

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VII.

VIII. Bulletin Boards

Condition

New Bulletins

IX. Employee Safety Training Program

X. Fire Prevention

XI. Interest - Sustaining Ideas (Safety Campaigns, Awards, Suggestions)

X Additional Comments

"Monthly Safety Theme for November -
"Selection and use of Respiratory Equipment"

Review of injuries since last meeting -

1. Possible strain of right forearm.
2. Abrasion and foreign body Left Eye.
3. Contusion Left Knee.
4. Contusion Right Thumb.
5. Contusion Left side of head.
6. Foreign body + abrasion of right eye.

Employees were reminded to particularly aware of safety during Holiday & Hunting seasons.

Supervisor

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