

TO: Distribution

TGG: ~~101~~ FBT: ~~MMH~~ AIO: RF

XF: Desk

FROM: T. G. Grumbles

DATE: January 29, 1991

Interoffice
Communication

SUBJ: SAFETY DIRECTORS MEETING

VISTA

A one day meeting is being called for February 28th, in Houston. Items to be covered are listed below in the draft agenda. This meeting is being held now to deal with the more pressing issues that need to be addressed prior to our next annual (almost) industrial hygiene meeting, the timing of which is uncertain at this time. Tom Huffman will be participating in most of the meeting. Please contact me if you have questions on the agenda items.

DRAFT AGENDA

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|---|---------|-------------|
| 1. Review Agenda and Meeting Goals | TGG | 8:30-8:45 |
| 2. Manufacturing Safety and Health Policy | | |
| a) Content | THH | 8:45-9:30 |
| b) Discussion of Policy | ALL | |
| c) Next Step-Communication, etc. | ALL | |
| 3. Safety Audits | | |
| a) General Comments | THH/TGG | 9:30-11:30 |
| b) The ILCI Experience-Aberdeen | BT | |
| " " " -LCCP | KLF | |
| c) Discussion of ILCI Process | ALL | |
| d) Next Step in Developing Safety Audit Program | ALL | |
| Lunch | ALL | 11:30-12:30 |
| 4. Industrial Hygiene Audits | | |
| a) Review History | TGG | 12:30-1:30 |
| b) Possible System to be consistent with ILCI | TGG | |
| c) Discussion of Next Step | | |

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| 5. Responsible CARE - Where are we? | TGG | 1:30-2:15 |
| a) General Overview | | |
| b) CAER Code Specifics | | |
| 6. CTIRP Update | KLF | 2:15-2:45 |
| 7. Review Action Items | TGG | 2:45-3:00 |

Distribution: SAFETY DIRECTORS

Bruce Trego-Aber, J. D. Harris-Balt, Harry Peirce-Blane, Kathy Perez-Hmd, K. L. Fogg-LCCP, R. V. Gantz-LCLAB, G. M. Shirley-LCVCM, Brent White-Okc, R. B. Martin-Austin, J. R. Drumwright, Rick Quy

cc: PLANT MANAGERS

R. W. Seymour-Aber, L. R. Bauer-Balt, G. D. Williams-Blane, J. Pavao-Hmd, J. Friend-LCCP, J. W. Ware-LCLAB, R. A. Conrad-LCVCM, H. D. Garrison-Okc, P. L. Foote-Prem, V. W. Weiss-Austin

T. H. Huffman, G. G. Draper

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