

October 8, 1980

ENVIRONMENTAL CONTROL TECHNICIAN

When a Lab Technician is working as an Environmental Control Technician, the job responsibilities are:

1. To record the time that vinyl rounds are started.
2. To record all violations, VCM excursions, and equipment misuse, on the "Vinyl Chloride Area Monitoring" sheet. Anytime that the Century Meter reading is 5 ppm or higher than the outside reading, notify the Supervisor. The sheet is to read: "Notified Joe Doaks" (Supervisor is to be named; do not write "Notified Supervisor" as we have done in the past). The Supervisor is to initial the sheet that he was notified. Anytime that you find equipment being misused, such as tank lids being open or any other obvious misuse, record the fact. Again write "Notified Joe Doaks" instead of "Notified Supervisor" and get him to initial the sheet.
3. To look for leaks when there is an upset.
4. To wear air mask anytime area is over 5 ppm.
5. To remind all personnel (salary and hourly) that they are to wear masks if needed. This is part of your job.
6. Anytime that a high Century Meter reading is obtained and you cannot provide a reason (the reason is to be written on the "Vinyl Chloride Area Monitoring" sheet), take a 15 minute carbon tube.
7. To make as many complete rounds of the Vinyl Plant as is specified by the Technical Department. This is normally three (3), but may be increased as conditions warrant.
8. To put out and collect 8 hour sampling pumps in Department 145.
9. To make sure that all weekly 15 minute carbon tubes are taken.
10. To take and record three to five (3 to 5) dust samples per shift per week in Department 145.
11. To check the pressure test of a reactor when needed.
12. To sample the lay down area for vinyl resin which is out of spec on monomer content on Day Shift Saturday and Sunday.
13. To leak check three (3) pieces of equipment per shift. Reactors, receivers, foam traps, VC monomer weigh tank, and Nash compressors. Log on "Equipment Check Sheet."

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(83)

14. To make one (1) round at Steam Plant.
15. To make a visual dust check in Departments 145 and 245.
16. To make a safety check at "X" Building and Tank Farm on Day Shift.
17. To make a visual check of the sewers in Department 145.
18. To visual check the Bendix chart and printer two (2) times per shift. Notify Supervisor if not running.
19. To make as many rounds of Department 245 per shift as is specified by the Technical Department. This is normally one (1).
20. To take and record three (3) dust samples per shift per week in Department 245. The DEDIC charge hopper will require cooperation with the operator and/or Supervisor so that you are there when the material is charged.
21. To spend spare time in E-2 Building checking for leaks.

W. J. Toner
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Process Engineer

WCT:mv

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200024