

R7

Lake Charles VCM Plant

Conoco Chemicals Company
A Division of Conoco Inc.
P.O. Box 605
Westlake, Louisiana 70669
(318) 491-5211

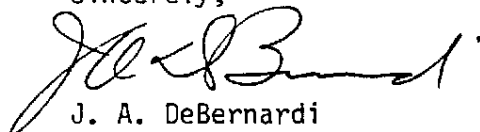
July 6, 1981

Mr. Tom Moore
Tenneco Chemicals, Inc.
P O Box 849
Pasadena, TX 77501

Dear Mr. Moore:

Attached you will find completed questionnaires requested by VCSA for the Conoco Chemicals Co. VCM Plant located in Westlake, Louisiana. Our facility is a monomer producer only, therefore, those sections of the questionnaire related to PVC operations were not completed for this location.

Sincerely,



J. A. DeBernardi
Plant Manager

br
CC w/attachment
JHMc - Ponca City

CCR 000067077

OPERATOR TRAINING QUESTIONNAIRE

Dear VCSA Member:

Operator training is one of the major topics which we hope to explore at this year's meeting. The need to operate our plants safely as well as increasing emphasis on training by regulatory agencies require that we devote more effort to our training programs. Please fill out this questionnaire so that we may be able to compile a profile of the average company's program. You should find the results of the survey interesting and helpful in the administration of your own operator training program.

Please fill out one form for each manufacturing location.

1. What is the approximate number of people in your total work force involved in manufacturing?

0 to 100 _____
100 to 300 X _____
300+ _____

2. Do you have a formal training program for operating personnel?

Yes X No _____

3. Does your plant organization have a full-time person whose primary responsibility is training?

Yes _____ No X

4. If your answer to No. 3 is "yes," to which functional part of the organization does this person report? (Employee relations, manufacturing, technical, etc.)

5. If your answer to question No. 3 is "no," who in your organization is primarily responsible for training?

Operations Supervisors, Maintenance Supervisors, Safety Director

6. How long does the typical operator spend in the training program?

Days _____ Weeks 4-6 Months _____

7. Is your program one continuous cycle or is it divided into several stages separated by practical on-the-job experience? Could you please describe (Example: Orientation/limited training - 1 week, advanced - 1 week, recycle training - 2 days.)

On-the-job experience is continuous part. Process theory, safety requirements, operating and maintenance requirements are integral parts of the job experience.

8. Please check those of the following topics which are included in your training program:

<u>X</u> Orientation	<u>X</u> Regulatory (EPA, OSHA, RCRA)
<u>X</u> Safety	<u>X</u> Industrial Hygiene
<u>X</u> Fire Fighting	<u>X</u> Respiratory Protection
<u>X</u> Process Technology	_____ Company Philosophy
_____ Instrumentation	_____ Company Organization
<u>X</u> Basic Equipment	

List others not mentioned above: _____

9. As a part of your operator training program, do you use proficiency tests to evaluate the effectiveness of the program?

Yes X No _____ Called safety certification tests.

10. Do you use tests to qualify operators for promotion?

Yes X No _____ Must pass safety certification test prior to being given position responsibility.

11. What do you feel are the strengths of your program?

Daily involvement of Supervisor and other operators with the person being trained.

12. What area of your program would you like to improve?

Would like to have more follow-up training with operators on a more formal basis.

13. Which, if any, of these training aids do you use in your operator training program?

_____ Film

 X Slide/tapes Presentation

_____ Video Tape

_____ Commercially Produced Video Tapes

_____ Home-made Video Tapes

_____ Mock-up Equipment or Process Area

_____ Demonstration Instruments

Other: Process manuals, operating manuals, certification tests.

14. Do you use video tape recordings produced at your facility by your own people?

Yes _____ No X

If "yes," could you please comment on the effectiveness of this technique? Do you recommend this technique to others?

5/5/81

CCR 000067080

OSHA/EPA INSPECTION QUESTIONNAIRE

Dear VCSA Member:

This questionnaire is intended to summarize, for all members, some highlights of recent inspections by either OSHA or EPA. Please fill out the form as completely as you can. The information gathered by this survey will be presented at the September meeting.

1. Do you have, for your supervisors and other employees, a written set of guidelines for use when a regulatory agency inspector arrives at the plant gate?

Related to OSHA we have instructions for person who handles inspector.

2. Have you had either an OSHA or EPA inspection of your plant in the past 12 months?

OSHA _____ EPA X None _____

3. If you had an OSHA inspection was it regarding the VCM standard or was it involved with another area?
-
-
-

4. If you had an EPA inspection, was it regarding NESHAPS-VCM or was it about something else?

Inspection by Denver Enforcement group. Covered all EPA areas. NESHAPS-VCM, NPDES, RCRA, etc.

5. Did you receive any citations or notices of violation? If you wish, could you please describe the nature of the violation?

No

6. Would you be willing to present a brief (5 to 10 minute) summary of your recent experience with an OSHA or EPA inspection?

No

7. If your answer to #6 is "yes," would you please list your name and phone number below:

5/5/81

CCR 000067082