

Location: Texas City, Texas

Date : August 26, 1959

Subject : C. O. LEADMEN TRAINING

OBJECTIVE: To Upgrade the Safety Consciousness of Chief Operators and Leadmen.

PLAN:

A. Supervision *Adams + Williams*

1. Meet with each superintendent group--all supervisors within a superintendent group--to discuss.

a. Need for upgrading safety consciousness among chief operators and leadmen.

b. Extent of safety responsibility of chief operators and leadmen.

c. Methods--*For Super to use in Training* problem solving session to have supervision define and develop methods.

(1) Chief Operators and leadmen meetings withing groups to discuss:

Safety responsibility

Safety Manual--with reasons SC 16751

Accident analysis work

Local suggestions and problems

Safety Meetings

Job Analysis and instruction

(2) Formal training by safety department

Safety responsibility

Manual--with reasons

Accident analysis work

Job analysis and instruction

2 Chief Operators (11/11/59)

Program to be developed in step C. ADAMS + WILLIAMS

B. Chief Operator and Leadmen

1. Inspection--housekeeping and safety equipment.
 - a. Supervision (maintenance & production) make inspections.
 - b. Supervision takes Chief Operators and Leadmen along on inspections.
 - c. Chief operators and leadmen do inspections with supervision.
 - d. Chief operator and Leadmen do inspections.

ISP not strictly in agreement

Keep Supr. in Control

2. Housekeeping assignments--let chief operator and leadmen participate in the assigning.

3. Conduct safety meetings

- a Occasionally
- b With assigned subject possibly
- c Must have some training and a lot of backing and approval by supervision.

Stores his line this well, Chiefs in general don't want to do it.

4. Meet with other Chiefs and Leadmen

- a Chiefs from feed areas
- b Chiefs from product areas
- c Leadmen within craft
- d Leadmen from all crafts in an area

Touch by Para 2 + Dept 18 worked OK

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8-26-59

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