



INTERNAL CORRESPONDENCE

PLAINTIFF'S EXHIBIT

UC-1798

CHEMICALS AND PLASTICS

P. O. BOX 8361, SOUTH CHARLESTON, WEST VIRGINIA 25303

To (Name) Plant Managers
Division
Location
Date December 1, 1970
Originating Dept. Group I/Hydrocarbons Safety
Copy to Production Office
Safety Representatives
Mr. S. P. Smith
Mr. M. E. Sutherland/
Mr. J. L. DeRoo
Subject Plant Safety Audit

Attached is the Plant Safety Audit Guide which has been developed to facilitate the safety audit program that is now being instituted. By year end, audits will have been conducted at Taft, Torrance, Marietta, and South Charleston. In addition a recently completed Major Hazard Survey at Elk Grove will satisfy the audit requirement at that site.

Planning for 1971 and the future includes a safety audit which will be conducted at each location on an annual basis. The audit will normally be performed by a team comprised of two or three safety professionals, one of whom shall represent the plant being reviewed. An evaluation and specific recommendations to plant management will then be made by the audit team.

The objective of this program is to examine the total safety activity, the safety organization, and to perform an inspection of the physical facilities in sufficient detail to identify hazardous arrangements and the extent of compliance with established safety standards and practices.

It is anticipated that the attached guide may also be useful in your efforts to develop effective internal auditing practices.

HLRobinson/map

Attachment

BRE 0022