

Monsanto

FROM (NAME & LOCATION)

D. D. Kos - O-11

DATE

August 11, 1982

cc: SHAC

SUBJECT

Preparation Guidelines for the
1982 Safety/Housekeeping Inspection

REFERENCE

TO

:

SAC

The plant manager requested SHAC to come up with guidelines to be used in our plant cleanup effort prior to the 1982 safety and housekeeping inspection. Attached is our proposed approach. Note that a proposed bulletin board announcement is included which was patterned after the Chocolate Bayou plant announcement.

In the opinion of SHAC, this year less emphasis should be placed on housekeeping in order to ensure the avoidance of overtime and wasteful practices. Of course, this should be balanced with the desire to achieve the benefit of cleanup efforts realized in past years. Communication of these concepts should be passed on in expanded staff meetings beginning in early September.

D. D. Kos
D. D. Kos
for SHAC

lw

Attachments

SC

001924

LAM003129

1982 TEXAS CITY SAFETY AND HOUSEKEEPING INSPECTION

PMSB Approved Plan

Due to the present economic climate the 1982 safety/housekeeping inspection will be conducted by an in-house inspection team. The inspection team makeup will be as follows:

Plant Manager, General Superintendent - Manufacturing,
PT Superintendent, Maintenance Superintendent, Manu-
facturing Supervisor, and LP&S Representative.

The inspection is expected to be more thorough than those held in the past because team members are familiar with Texas City procedures.

Preparation Guidelines Proposal

Theme - Lean and Mean, Safe and Clean

Tone - Safety Without Cosmetics

Evaluation - Heavy emphasis on the evaluation of adherence to safety rules, procedures, and practices and the degree of people involvement and promotion of safety in each area.

Housekeeping appearance will be judged in comparison to a standard which is acceptable for day-to-day operation. Orderliness is the most important criterion.

Preparation Guidelines

Areas should be prepared to a safety standard which would achieve an outstanding rating, and to a housekeeping standard which is acceptable for day-to-day operation.

The goal is to prepare for the inspection without using overtime or contract help. In spite of this, good housekeeping appearance can be achieved by starting early and careful allocation of manpower as the inspection date nears.

Wasteful practices are to be avoided. Painting efforts should focus on safety highlighting instead of cosmetic painting.

8-11-82

SC

001925

LAM003130

BULLETIN BOARD NOTICE
Texas City Plant

In light of the present economic climate, the decision has been made to conduct our 1982 Annual Safety and Housekeeping Inspection with our own in-house inspection committee.

The inspection will be conducted in mid-October with the same emphasis on safety and housekeeping as if an outside committee were involved. The inspection is expected to be even more thorough since the in-house committee is familiar with Texas City procedures and operating units. This does not mean that there is any less emphasis on the importance of safety performance or housekeeping conditions.

I would expect each department to conduct its own preparation in a manner that will result in an "outstanding" rating, judged either by an outside or in-house committee. Although no rating systems will be used, each unit or department will be evaluated on safety policies and practices, housekeeping conditions, and involvement of people that assures an effective sustained safety attitude for outstanding safety performance. Personnel in each department should prepare their areas with a goal of minimal use of overtime or contract help. For example, emphasis will be on safety highlight painting instead of painting for cosmetic value.

As chairman of the inspection, I will name the remaining members and set the specific inspection date by early September. I will advise you by bulletin as these details are worked out.

Now is the time to begin your preparation.

G. L. Tromblee
Plant Manager