



Interoffice Memorandum

file *N. Green*

(Name and Location)	DATE
<i>Mr. A. E. Green</i>	August 2, 1979
FROM (Name and Location)	REFERENCE NO.
<i>R. W. James</i>	RWJ 113-79

Attached is the Bishop Industrial Relations Report for the month of July, 1979.

R.W. James
R. W. James

RWJ/rpw

Attachment

cc: P. E. Hime
J. L. Merian
G. R. Behling
B. R. Miller
J. J. Bruner
R. A. Gangemi
L. E. Hackfield
R. Heasty
A. A. Miller
H. Sommar
Managers

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August 2, 1979

Employee Relations

- Plans are being made to conduct a Pre-Retirement Seminar for all employees between ages 55-60. The program will meet one evening a week from August 23 thru September 20.

Personnel Administration

- Daniel Martinez, Personnel Administration Supervisor attended a meeting in Dallas to discuss the new employment applications.
- Curtis Blackburn, Training Coordinator, and Daniel Martinez, met with the Chairman Marketing/Management Department, Sam Houston State University, to discuss pre-management training programs.
- Daniel Martinez attended the EEO/AAP Presentation to CCCTC Management Meeting which was held in Corpus Christi.
- On July 30, Jose Moncada attended a workshop on Salary Administration and Compensation in Houston.

Training & Development

- Conducted one session of Week One Training.
- Training Coordinator attended instructor training on the Process Simulator Trainer at autodynamics. Delivery of the process simulator expected August 2nd.

Employment/EEO

- Six college graduates started in July, 2 W/F and 4 W/M.
- There were no exempt promotions or transfers this month.
- Two SNE's started this month; 1 W/F and 1 W/M.
- In July, one hourly hire; SSA/M - Maint. Mech. 2nd Class.
- There were six hourly promotions during July; 4 SSA/M and 2 W/M.
- Presently, there are eight exempt (2 chem/6 plas) and five SNE (3 chem/2 plas) openings.

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Safety

	<u>Facility</u>		<u>Chemical Co.</u>		<u>Plastics Co.</u>	
	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>	<u>Month</u>	<u>YTD</u>
OSHA Loggables	1	9	0	1	1	8
Lost Time Injuries	1	4	0	1	1	3
Incident Rate	2	105	0	13	2	92
Celanese Injury Index	16.77	27.75	0	7.47	38.97	58.88

- The Safety Specialist responded with other Transportation Emergency Response Team members to assist at the train derailment on 7/28/79 in Pearsall, Texas. Two Bishop tank cars were on a side track at the time. Both were involved in the train wreck. No injuries to personnel resulted.
- The Safety Specialist and Senior Safety Specialist have completed the scheduled Chemical Company's Safety and Housekeeping inspections. At present, the inspections continue into the Plastics & Specialties Company.
- Wesley Bauch, Safety Coordinator, participated as an instructor at the Texas A&I Industrial Fire School, the week of July 23.
- The Senior Safety Specialist is conducting the safety lecture during Week I New Employee Skills Training on July 30.
- Marti Brown, Plant Nurse, was one of five members of a committee selected to help develop a Policy and Procedures manual for the Health Monitoring Program. Others working on the project included Dave Barrett, Bob Swanbeck, Janet VanCronkhit--Dallas, and Dr. Ernie Dixon--New York. Information was collected from all plant locations and then compiled into a preliminary draft during a three-day meeting in Dallas.
- Joe Sternadel, Acting Safety Supervisor, and Marti Brown, Plant Nurse, attended a Medical Surveillance Project Review meeting in Houston. The meeting was hosted by the Clear Lake Plant. Changes in the Medical Surveillance Program procedures were finalized. The preliminary draft of the Policy and Procedures manual was presented and distributed for review.

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Safety (cont'd)

- Marti Brown also attended a workshop in Austin for all members of the Texas Association of Occupational Health Nurses entitled "The Legislative Process". The main focus of the meeting involved the Attorney General's interpretation of the Texas Nursing Practice Act concerning the legality of the Professional Nurse functioning under a physician's standing orders. TAOHN hopes to present a bill during the next legislative session that will clarify the standing orders controversy and protect the Professional Nurse in the Occupational Health field.
- Dates for the next series of Health Monitoring Physical Examinations have been set. The Mobile Van will be at Bishop September 10-18. The physician's examination will be conducted October 11 - November 1.

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