PLAINTIFF'S EXHIBIT
MON-2099

Monsanto

FROM (NAME & LOCATION) K. D. Oden, Texas City, TX, Ext. 3038

DATE November 6, 1981

SUBJECT Zone 'C' 4th Quarter
Safety & Housekeeping Inspection

REFERENCE

TO : R. Arnold
M. A. Riddle
J. T. White
F. Herzog

cc [1] G. W. Bostick
K. E. Bretz
[1] W. F. Crowder
[1] M. Decker
J. A. Glass
D. E. Kaldenberg
J. J. McClellan

The fourth quarter safety and housekeeping inspection for Zone 'C' (Personnel Bldg, Lockers & Safety Supply, Fire Station, Main Gate) was held on the afternoon of November 6. The overall level of housekeeping in each area was very good. The following items were noted during the inspection.

Personnel Building (R. Arnold)

1. In the taping room wires on the ceiling need to be made more permanent.
2. Some personnel didn't know their fire code.
3. Notes on the wall in Records and Benefits should be removed.
4. Boxes of Xerox paper were found under a table.
5. Boxes were found under a table on the floor in Reid's office.
6. Boxes of material of top of shelves in Steele's office should be removed.
7. Clutter on top of cabinets in temporary employee's office should be cleaned up.
8. A procedure for routinely checking the emergency lights by office personnel should be established.
9. Extra ash trays on the floor in one of the conference rooms should be stored away.
10. Matches were found in the interview room. Since a visitor could go into the plant from this room this procedure should be reviewed.
11. Plants on top of bookcases and file cabinets should be removed.

Safety Supply & Lockers (M. A. Riddle)

1. Overall storage problem in Safety Supply needs to be corrected.
2. Bicycle should be removed from women's locker room.
3. Grill next to water fountain needs a shield.
4. Condensate trap system for steam lines behind building should be reviewed and revised by the utilities group.
5. Hoses at rear of building need to be inspected.

Main Gate (F. Herzog)

1. Rubber gloves on top of book shelf in Night Supt. office should be removed.

Fire Station (J. T. White)

1. A lot of equipment was found on top of cabinets.
2. Location of breathing air gas cylinder should be reviewed. A better means of securing this cylinder should be provided.

Your written response to the items noted above should be sent to K. E. Bretz, 33D, by the end of the first week in December.

K. D. Oden

K. D. Oden

[1] Members of Inspection Team

db
11/6/81

FYI.

K. D. Oden, Texas City, TX, Ext. 3038

October 30, 1981

J. J. McClellan, O-11
K. E. Bretz, 33D

Zone 'C' 4th Quarter
Safety & Housekeeping Inspection

Inspection Team Members	Inspection Area Guides
W. F. Crowder	H. Smith
M. Decker	M. A. Riddle
G. W. Bostick	J. T. White
	J. Walters

The 4th Quarter Safety and Housekeeping Inspection for Zone 'C' (Personnel Bldg, Lockers & Safety Supply, Fire Station, Main Gate) will be held the afternoon of November 6. The theme of this quarter's inspection is procedures. Inspection Team members should plan to meet me in my office (1st floor Office Annex building) around 1300 so that we can be at the first inspection area by 1315.

Zone 'C' Inspection Schedule

1. Area: Personnel Building
   Guide: Hermine Smith
   Meet Guide at: Reception area of Personnel Building
   Time: Approx: 1315

2. Area: Lockers & Safety Supply
   Guide: Mark Riddle
   Meet Guide at: Safety Supplies
   Time: Approx: 1400

3. Area: Fire Station
   Guide Jim White
   Meet Guide at: Entrance to Fire Station
   Time: Approx: 1430

4. Area: Main Gate
   Guide: Joe Walters
   Meet Guide at: Entrance to Main Gate
   Time: Approx: 1500

K. D. Oden
K. D. Oden

db

SC 001443

LAM002644