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Interoffice Communication

To : All Supervisors

From : A. H. Sather

Date : September 20, 1982

Subject : SAFETY MEETINGS

The topic for September is "Safety Basics." The reason for this topic becomes very clear when the trends for the past three months safety performance are reviewed, the root cause for many of the injuries is that many of the basic safety principles have been forgotten. Most of the injuries could easily have been avoided if our work habits included the first basic step of planning. Rather than go through each of the injuries in hindsight, it is important at this time to go back and review the Safety Rules that have been written in many cases by injuries that occured right here in our plant. We must work toward a point where we are again reducing the chances for injury by consistently using the Key Elements of our Safety Program.

Attached, please find a Xerox copy of the new revisions to the Plant Safety Rules. The new shirt pocket size booklets should be back from the printer on Wednesday. Supervisors are expected to spend enough time preparing for these meetings so that the basics as well as the changes can be clearly communicated to the personnel who work for them. The meetings should be scheduled far enough in advance so that Department Heads and I can can attend. I will help by making myself available for clarification of items prior to the meetings and during the meetings where other questions arise. In order to provide some help, I have prepared a list of changes (shown below). The changes should only be a part of the meeting.

Changes

Introduction sheet- Key elements of the Safety Program

Page	Item Number
1	I. H.
2	II. A.
3	III. A.
	IV. A, B, D, E, F.
4	VI. E.
5	VI. I. 1, 2,3
	VII. D, E.
6	VII. M.
7	VIII. H3, I

Page	Item Number
8	VIII. J6
	IX. F, G
9	X. C.
10	XI. H.
11	XII. A.
12	XIII.
13	XIV. D3, E
13-18	VCM Safety Rules - significantly updated.

We have intentionally made the Safety Rule books small enough that they can be carried conveniently. They should be consulted frequently as we do our work. Remember: Good Safety doesn't just happen. It takes the effort of everyone on a job-by-job, basis day in, and day out. We need the help, support and candid comment of everyone to get our safety program in order for our performance to get back to where we were earlier this year.

A. H. Sather
Safety Director

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c: JF, CRM, Department Heads, JVH, DSC, MES, JGR, VAB

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Interoffice Communication

To : All Supervisors

From : A. H. Sather

Date : August 10, 1982

Subject : SAFETY MEETINGS

The topic for August Safety Meetings is "Initiator Handling Safety". This topic has been selected for several important reasons. They are as follows:

1. Initiators are made to decompose; that's what makes the reaction go in our vinyl reactors. They create special hazards in the plant when they are not handled properly.

2. We want everyone in the plant to be able to recognize a hazardous situation regarding initiators.

3. If a plant emergency occurs regarding initiators, we want the personnel on our emergency brigades to understand the hazards associated with initiators that are undergoing decomposition reactions.

Film - DON'T LOSE YOUR COOL - This current film was provided by Lucidol to use as an educational tool. It was developed to show what is important in the safe handling, storage, and use of initiators. The film focuses its attention on temperatures and necessary protective measures for equipment and people. I will provide up-to-date data sheets for initiators of the Lucidol type to the vinyl area as soon as they arrive.

A. H. Sather

A. H. Sather

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c: JF, CRM, Dept. Heads, VAB, JGR

[illegible]e Use Of [illegible] Peroxide Initiators:

1. Know the storage temperature and follow it.
2. Know the SADT "Danger Temperature" and respect it.
3. Leave room for cool air circulation in storage.
4. Rotate inventory: "first in, first out".
5. Equip storage areas properly.
6. Have dry ice available.
7. Know your plant's emergency procedures.
8. Take only what you will be using.
9. Keep it cold. Use it quickly.
10. Don't return unused initiator to storage buildings.
11. Clean up spills. Dispose of them properly.
12. Control the temperature of all equipment.
13. Initiator in large vessels should be diluted.
14. Rinse and slash containers prior to disposal.
15. Protect your eyes and skin.

Above all, when it comes to storing, handling and using organic peroxide initiators, "Don't lose your cool"!

LUCIDOL
PENNWALT
CHEMICALS ▪ EQUIPMENT
HEALTH PRODUCTS

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Interoffice Communication

To : All Supervisors

From : A. H. Sather

Date : July 13, 1982

Subject : SAFETY MEETINGS

The topic for July Safety Meetings is "Climbing Safety". Along with the film discussed below, it is important to cover the following additional points.

Most of the employees in our plant have to do some sort of climbing to perform their normal duties. These activities range from simple stair or work platform climbing to performing work in elevated locations such as in pipe racks or other similar structures. Planning this work is very important. The use of the proper climbing equipment such as ladders, scaffolds and/or safety belts must be included in the planning phase of the work. The Lab Supervisors are now using the new third channel radios to "keep tabs" on personnel who are in the plant or at Binford sampling railcars. This was one of the primary justification items used to obtain this new radio channel.

Film - Making of Miller Safety Belts - (NOTE: This film is not in good condition; see Jerald Uptain or myself before showing.)
This is an excellent film that shows how and why safety belts are made the way they are. One of the most important aspects of this film is the proper use of a safety belt. The film demonstrates why safety belts must be worn a certain way. Please take note of this as the film is being shown. Serious injuries can occur when personnel use a safety belt the wrong way and experience a fall. Don't let that injury happen to you or the people who work for you. The proper application for a safety harness is also shown in the film. As is shown in the film, safety harnesses have special applications in horizontal and vertical tank entry work. Make sure the proper use of safety harnesses is carried on in the field through the Safety Permit System.

Safety Performance - I would like to extend a note of congratulations to all Aberdeen plant employees for achieving a period of three years without experiencing a disabling injury. This comes on the heels of another notable achievement. During June 1982, there were no recordable injuries experienced. This is the first time the plant has gone without a recordable injury since December 1978. On the whole, injury experience for 1982 is better than the record year 1981. In order for us to achieve our goal of everyone going home unhurt, everyone needs to keep safety as the first consideration in all their work. Planning does prevent the pain and suffering that occurs following an injury.

A. H. Sather

A. H. Sather
Safety Director

c: JF, CRM, Dept. Heads, JGR, VAB