JM

Notice

Mvl. Bldg. Mtls. Mfg. Division
Manville Paper Mill

Category: Operating Rules & Company Policy
Effective: October 1, 1977
Cancels: All previous
Reference: None

September 28, 1977

Respiratory Protective Device Program

The purpose of this notice is to establish a Respiratory Protective Device Program for the Paper Mill.

Respirators must be worn by any employee (including supervisors, shipping, receiving, and maintenance personnel) performing any of the following duties:

A. Feeding raw material (including scrap) to the beaters - either through the feed stations or directly into the beater.

B. Cleaning up any loose asbestos fiber or Celite - in rail cars, on trucks, or anywhere within the building.

C. Patching broken fiber or Celite bags.

D. Unjamming or otherwise working on or in the trim return lines, cyclones, dust collector, rotary valves, or conveyors.

E. Performing special housekeeping in the beater area.

F. Picking trim at the No. 2 P/M Winder when the trim system is inoperative.

The only respirator approved for use is Welsh Model #7170, available from the storeroom. This respirator should be used until it is clogged, then exchanged for a new one. Used respirators will be collected by the Shift Foremen and properly [illegible] into a plastic bag.

Due to the importance of wearing the proper protective device, the following disciplinary action will be used:

A. The period October 1, to October 9, 1977, will be considered a "week of grace." Verbal warnings will be used to remind employees of the proper procedures.

B. Beginning October 10, 1977, the first offense will receive a written warning, second offense will receive a 1 week disciplinary layoff, and the third offense will result in immediate discharge.

W. W. CATHCART

cc: Bulletin Boards (3)
Shift Foremen (4)
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