PLAINTIFF'S EXHIBIT
UC-1106

CONTRACTOR'S MANUAL

H.R. MOELLENBERNDT

MAINTENANCE SERVICE DIVISION

PLANT 515

UNION CARBIDE CORPORATION
Chemicals and Plastics Operations Division
Texas City, Texas

January 1, 1967

UCTC 08142

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IMPORTANT TELEPHONE NUMBERS

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19	The following is a list of telephone numbers the Contractor may have occasion to use:
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	Extension
Maintenance Service Division	666-689
Plant Protection Division	491-545-409
Fire (only)	333
Safety Division	603-680
Fire Protection Division	201
Area Maintenance Offices:	
No. 1 Area	271-475
No. 2 Area	419-316-614-274
No. 3 Area	621-276-618
No. 4 Area	179
Warehouse:	
Stores (Bldg. 6)	311
Stores (Bldg. 63)	348
Stores (Salvage)	220

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COMPANY'S REPRESENTATIVE

1. The Maintenance Service Division will designate a person who will be responsible for the construction of each project. He shall be the sole source of instructions to the Contractor. He shall be responsible for insuring that the installation is made according to the contract, drawings and specifications and shall have the authority to reject substandard work.

2. The Company's representative shall direct all his communications to the Contractor, his superintendent, or those supervisors designated by the superintendent. The Contractor shall direct all communication to the Company's representative.

3. Deviation from Item No. 2 above will be held valid only in cases of extreme emergencies.

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INGRESS AND EGRESS

1. The Company's representative will designate the gate to be used by the Contractor.

2. A guard will be posted at all gates to check all personnel, vehicles, or other equipment entering or leaving the Plant. Ingress or egress with material or equipment other than during normal working hours must be scheduled through the Company's representative.

3. Cameras, firearms, and intoxicating beverages will not be allowed in the Plant.

4. No material, tools, or equipment will be taken from the Plant without a properly signed material pass. This pass will be furnished by the Company's representative at the request of the Contractor.

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5. Contractor's material and equipment must be removed from the Plant in conformity with the above or become Plant property. Contractors shall not sell or otherwise dispose of materials or equipment to individuals on the Plant site.

VEHICLES

1. No set number of vehicles per Contractor will be stipulated. The Contractor shall request passes for only those vehicles that are required to service the job.

2. Vehicle passes will be furnished by the Company's representative upon request by the Contractor.

3. This pass will be displayed on the windshield or dashboard.

4. Parking shall normally be confined to the pipe rack side of the road. It is permissible to

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park on either side of the road while loading or unloading.

5. Speed limit in the plant is 15 mph.

6. Signs reading "Hazardous, No Motor Vehicles" mean that special permission must be obtained from the Operating Department before proceeding further.

7. Roads must not be blocked without special permission.

8. When fire alarm sounds, pull over to the pipe rack side of the road and stop. Kill the engine until the all-clear is given.

9. Reduce speed in areas of cooling tower fog.

10. All vehicles carrying a radiation source must be logged in and out of the Plant in writing at Gate No. 2. A Carbide supervisor will remain with the vehicle while it is in the Plant.

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11. Contractor's personnel badges will be issued by the Plant Protection Division at Gate No. 2 upon presentation of an authorized request. Badges are to be worn outside of clothing at all times.

12. Personnel badges are to be returned to the Plant Protection Division on completion of the job or when an employee terminates. Vehicle passes are to be returned to the Plant Protection Division when the vehicle leaves the Plant.

13. Union business managers may, under certain circumstances, be admitted to the Plant. The Contractor shall consult with the Company's representative who may arrange for a pass.

TOOLS AND MATERIAL

1. The Contractor shall furnish all tools, machinery, and equipment necessary for the work.

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2. Exceptions to the above rule may be made at the discretion of the Company's representative.

3. Tools borrowed from the Company's Tool Room must be returned the same day unless arrangements have been made with the Company's representative to keep the tool for a longer period.

4. Company tools that are broken, damaged, or lost while checked out to the Contractor are to be replaced by the Contractor at his expense.

5. The Company will not be responsible for Contractor's personal or borrowed tools and equipment. The Contractor shall take such action as necessary to secure all unattended tools and equipment.

6. Material to be furnished by the Company may be drawn from Stores at Bldgs. 6 or 63 upon presentation of a properly completed Stores Issue Form or Bill of Material Number and charge number.

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7. The Contractor is expected to handle material procurement in such a manner as to permit uninterrupted progress of the job.

UTILITIES

1. Electricity shall be furnished by the Company, but tie-ins to the Contractor's equipment shall be made by the Contractor at his expense.

2. Drinking water for the Contractor's use shall be furnished by the Company. Water may be picked up on the south side of Bldg. 166.

3. The Company's Cafeteria shall not be used by Contract personnel except when accompanied by Company personnel.

4. The responsibility for including in the bid the expense of utilities not listed above shall rest solely with the Contractor.

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WORKING HOURS

1. Contractors working hours shall conform to those of the day workers in UCC's plant--7:30 a.m. to 4:00 p.m. or 8:00 a.m. to 4:30 p.m.

2. Working hours other than above must be approved by the Company's representative.

3. Contractors will not work holidays recognized by UCC except by approval of the Company's representative.

CRAFT QUALIFICATIONS

1. All pipe welders employed by the Contractor shall be certified and shall present a copy of their certification papers for the Company's file.

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2. Certification papers are not valid if 90 days have lapsed since their issue and employee has not welded since that time.

FIELD REVISIONS

1. It must be recognized by both contracting parties that the contract stipulates responsibilities, obligations, and rights of both parties. Changes, revisions, or extras may result from incompletely written contract or from conditions or aspects of the job not known when the contract was signed.

2. A field contingency record will be completed to cover changes, revisions, or extras.

3. Time and material records must be submitted on work that is added to the original contract. The "Field Contingency Record" number will be shown on "extra" charges.

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4. Daily time and material records shall be submitted to the Company's representative on all "Cost Plus" work.

SAFETY RULES

1. Smoking is Prohibited: Violators are subject to immediate dismissal. No matches, cigar or cigarette lighters are allowed in the Plant.

2. Safety Hat and Safety Glasses are Required: Safety glasses are required at all times, and wear special goggles when grinding, welding, cutting, chipping steel or concrete, using a hammer on concrete, or any other job where special eye protection is indicated.

3. Refueling: Shut down all gasoline driven machinery before refueling.

4. Warning - Danger Signs are for your protection. Be sure you are safe before proceeding.

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5. Fire Fighting Equipment should be used for fire fighting only. Place no obstructions within 15 feet of fire plugs or hose houses. When fire whistle blows, pull over to the pipe rack side of the road and STOP! Proceed after the all-clear is sounded. All-clear signal is one bell on the fire alarm system.

6. Vehicle Rules: Maximum speed limit is 15 mph or slower as conditions dictate. No more than six passengers will be allowed in pickup truck beds. Passengers must be seated with no portion of the body extending beyond the bed. Vehicles must park on pipe rack side of the road. Road must never be completely blocked without special permission. East-west traffic must yield to north-south traffic.

7. Working Permits: Verbal notification of intent to work must be made to the chief operator of the Operating Department before any work is begun

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in or around units. In areas other than operating units, the appropriate Carbide person must be notified before work is begun. A written Hazardous Work Permit must be obtained before any burning, chipping, welding, or use of power-driven or any other flame or spark producing equipment is begun. Obtain written digging permit before groundbreaking operations because of possible danger to underground lines.

8. Tools and Equipment: All electrical hand tools must be grounded. Extension cords shall be in good condition. Ladders shall have safety feet and tie-off rope, no broken rungs, or side rails. Spliced ladders are prohibited. Scaffolds and boards shall meet A.S.A. specifications for these items in the construction industry. Rope and tackle must be in good condition.

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9. Housekeeping: Contractors shall keep their job site neat. Excess scrap material and debris shall be removed from the job site DAILY. All open holes or excavations must be barricaded.

10. Reporting Injuries: In event of serious injury to Contract personnel, notify the Medical Division, Extension 502 or 602; if an ambulance is needed, the Medical Division will dispatch one. All injured persons must be cleared through the Plant Dispensary.

11. Investigation of Lost-Time Accidents must be conducted by the Contractor to affix responsibility. All Contractors will be held accountable to the Owner for their conduct and actions while on the Owner's property.

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SAFETY EQUIPMENT

1. Minimum safety equipment consists of hard hat and safety glasses. Certain jobs may require additional protective equipment, all of which is to be furnished by the Contractor. All Contractor personnel must have minimum safety equipment before they will be admitted to the Plant.

2. Failure to comply with Plant safety rules will be just cause for stopping the job.

PERMITS

1. Permission is required before any work is started in the manufacturing areas. Always check with the Company's representative to determine what permits are required.

2. Contractors must read carefully the permits to determine what safety precautions he must take

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before starting work. Provisions of the permit must be complied with.

3. The Company's engineers, fire protection men, safety men, operators, or any Company supervisor shall have the authority to stop Contractor's work immediately if safety rules are not being followed or a hazardous condition arises.

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COMPANY'S MEDICAL FACILITIES

1. The Medical Division will provide first aid only to Contractor's personnel.

2. In the event of serious injury to a Contractor's employee, please notify the Medical Division at once by calling Extension 502 or 602.

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3. Do not call an ambulance from outside the Plant. If an ambulance is needed, call the Medical Division emergency extension 444.

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4. All injured persons must be cleared through the Company's Dispensary.

ACCIDENTS

1. The Contractor will be responsible for initiating an investigation of all accidents involving his personnel and reporting all details to the Owner's representative.

2. The Contractor shall furnish the Maintenance Service Division with a copy of his completed "First Report of Injury."

TOOLS AND EQUIPMENT

1. Contractors are expected to provide his employees with safe tools and equipment and to take whatever steps he deems necessary to assure that tools and equipment are maintained in safe condition.

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2. The Company's representative will cause to be removed from the Plant any tools or equipment judged to be unsafe.

3. In general, scaffolds, stages, hoists, etc., used in the work will meet specifications of A.S.A. for such items employed in the construction industry. If in doubt, consult the Company's representative.

HURRICANE PREPARATIONS

1. Contractors shall secure the job in such a manner as to meet the approval of the Company's representative.

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DURING EMERGENCIES

1. In the event an emergency (fire, explosion, spillage, or related hazards) arises in the immediate vicinity, Contractor's employees shall leave the area immediately and remain at a safe distance until the emergency is over.

2. Except when specifically requested, Contract employees shall take no part in fire fighting or related emergencies.

3. All connections to fire water lines should be shut off immediately when the fire alarm sounds and should not be turned back on until the "all-clear" sounds.

4. All spark-producing equipment and operations should be stopped until it is determined that the emergency is over or that it is at a great enough distance not to incur more hazard.

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5. All telephones in the plant are to be cleared when the alarm is sounded.

FIRE EXTINGUISHERS

1. Fire extinguishers will be required at all locations where welding is being done. They will be furnished by the Contractor at his expense.

PROTECTION OF FIRE WATER LINES

1. Special precautions must be exercised when working in the vicinity of fire water lines. Adequate mats or bridging must be provided where it is necessary for heavy traffic to cross over these lines. No excavation shall be done near line anchors while lines are under pressure. Where lines are exposed by excavation, adequate temporary supports are to be provided.

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SAFETY MEETINGS

1. The Maintenance Service Division will conduct safety meetings when the situation warrants such action. The Contractor's supervisors will be expected to attend these meetings.

HOUSEKEEPING

1. Contractors shall maintain the job site in a neat and orderly manner at all times.

2. Contractor shall remove all excess scrap and any debris from the job site daily. Nails should be bent over or pulled from lumber if lumber is not to be hauled away immediately.

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