PLAINTIFF'S EXHIBIT

UC-4815

Safe Practices Manual

Maintenance Department

January 1, 1957

UNIVERSAL SAFETY

CARBIDE AND CARBON CHEMICALS COMPANY

Texas City, Texas

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PLANT SAFETY RULES

POLICY:

Safety rules shall be established for and observed by all Plant personnel.

RULES:

1. Matches or cigarette lighters are not allowed in the plant.
2. Smoking in the plant is prohibited. Violaters are subject to immediate discharge.
3. Report all injuries to your foreman and the Dispensary immediately.
4. Proper goggles must be worn when working on equipment or pipes containing chemicals; when grinding, welding, cutting, chipping steel or concrete; when working in dusty places; or any other job when specified by the supervisor.
5. Do not wear loose clothing around moving machinery. For you protection — keep your shirt on. Wash chemical spills or splashes from body and eyes immediately, using the safety shower or eyewash fountains and then report to the Dispensary. After using safety shower, remove chemically saturated clothing.
6. "Horse play" on the job will not be tolerated.
7. Observe all signs and follow their directions.
8. Safety guards, if removed for repairs or adjustment, must be replaced before machinery is started.
9. All electrical repairs must be made by electricians. Electrical control rooms are not to be entered except by authorized personnel.

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10. Do not use any unsafe tools. Ground all portable electric tools before using.

11. Do not get on or off moving vehicles at any time. Riding on running boards of having any part of body extending outside truck bed or cab is strictly forbidden. All riders must be seated.

12. Never use a defective ladder. Ladders should be securely fastened or held by someone on the ground and both hands should be used when climbing. Face the ladder when ascending or descending. Materials and tools shall be raised and lowered by means of handline.

13. Use caution in all material handling. Always use proper lifting methods. Avoid strains by keeping the back as nearly upright as possible.

14. Do not direct compressed air at anyone or use it to clean clothing except at approved low-pressure stations. When cleaning parts or blowing liquid from air hose, direct force away from all parts of body.

15. Fire fighting equipment should be used for fire fighting only. Place no obstruction within fifteen feet of alarm boxes, fire plugs, and hose houses. In case of fire, sound nearest alarm or dial 333.

16. The plant speed limit of 15 MPH must be observed at all times.

17. Gas masks are provided at each unit for protection against fumes and vapors encountered in the unit. They should never be used to enter poorly ventilated tanks, vessels or rooms.

18. When loading or cleaning chemical storage tanks, tank cars or barges, the following precautions shall be used:

    a. Avoid breathing fumes after removal of manhole covers.

    b. Never enter a tank, tank car or barge without a safety belt and unless someone is outside to assist in case of emergency.

    c. A fresh air mask or airline respirator should be available in case of emergency and should always be used to enter poorly ventilated equipment.

    d. Use only non-sparking (brass, bronze, copper, plastic or wood) tools.

    e. Use only approved flashlights, electric lanterns or extension cords.

19. Do not use "plant air" for respiratory protective equipment.

20. Form CT-1441 "Hazardous Work Permit" is required before any operation which produces flame, spark, or hot surfaces is started within the manufacturing area. The form "Work Permit for Protection Against Carbon Monoxide Exposure" must be secured before work is begun on equipment or in pits, trenches, or basements where Carbon Monoxide is processed.

21. Before starting work on equipment or machinery, the following procedure should be followed:

    a. Lock out switches on all power-driven machinery.

    b. Attach tags on all valves and switches.

    c. Post necessary warning signs.

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22. Employees must wear or use the protective equipment and follow the safe practices or procedures given in written job instructions. All safety requirements specified and published by the department or craft must be observed.

23. If you are not sure of instructions, ask your supervisor before proceeding.

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SAFE PRACTICES FOR PAINT DEPARTMENT

1. All employees must be familiar with and observe the Plant Safety Rules.
2. Know the location of Safety Showers and Solution Cabinets in the vicinity of your job.
3. Where a Hazardous Work Permit (Form CT-1117K) or a "Work Permit for Protection against Carbon Monoxide" is required, be sure that you READ, understand and comply with the conditions contained therein. A permit in itself does not make a job safe.
4. Spectacle type goggles are the minimum type eye protection furnished all employees. THEY ARE NOT ADEQUATE PROTECTION FOR CHIPPING, GRINDING, BURNING, WELDING, OR CHEMICAL HAZARDS. PROPER EYE PROTECTION FOR THESE HAZARDS SHOULD BE WORN.
5. When grating is removed, be sure to provide adequate barricades and warning signs. If necessary, provide temporary flooring. Replace permanent grating as soon as work is completed. USE GRATING HOOKS TO HANDLE GRATING AT ALL TIMES.
6. All area or unit safe practices and special rules shall be complied with.
7. Housekeeping is an essential part of safety. Clean up your job site immediately upon completion of work.
8. Safety begins with the individual. Every employee should consider it a part of his duties to take an active part in all Safety Work, and should encourage the observance of safe practices by his fellow workers.

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9. Use only safe ladders. See that supports and rungs are in good order and that ladder is tied off properly.
10. Hard hats, goggles or other protective equipment must be worn when required in certain areas or units.
11. Use proper method of lifting. Stand properly in lifting: bend knees and bring body up with load. Do not lift too heavy a load.
12. It is usually an unsafe practice to take short cuts. Avoid this hazard; use sidewalks and roadways.
13. Tag-out/Lock-out procedure must be followed.
14. Stages must be lowered to the ground and rope falls must be placed in metal drums and covered when work is finished for the day.
15. Sandblasters must equip themselves with air lines equipment or respirators for sand blasting.
16. Use nonsparking tools to loosen rust in ALL areas where Hazardous Work Permit is required.
17. Test, inspect ropes, hooks, and blocks before putting into use.
18. Your eyes are most valuable to you: wear goggles when chipping, brushing or painting.
19. Guard against poisoning from paint ingredients. Read label on can; check with your supervisor.
20. Beware of live wires. Don't paint on switch boards or near electrical equipment until the proper Hazardous Work Permit has been obtained and safety precautions abided by.

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21. Do not paint hot surfaces where the temperature exceeds 175 degrees F., except with an approved type of paint and upon instructions from your supervisor.

22. Spray painters must equip themselves with approved type respiratory equipment when spray painting.

23. Never leave oil or paint-soaked rags in overall pockets or wadded up. Place all such rags in covered metal cans.

24. Air horns must be used in addition to approved respirators when painting inside vessels or other confined space.

25. When using pressure pots always double check to make sure the lug bolts are in perfect shape and properly tightened.

26. Before using spray equipment, inspect hose and connections to be certain they are all in good shape.

27. Use care not to strike someone when carrying ladders, especially when you are carrying it around a corner or approaching a corner.

SAFE PRACTICES FOR PIPEFITTERS

1. All employees must be familiar with and observe the Plant Safety Rules.

2. Know the location of Safety Showers and Solution Cabinets in the vicinity of your job.

3. Where a Hazardous Work Permit (Form CT-1117K) or a "Work Permit for Protection against Carbon Monoxide" is required, be

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