

TO Distribution List

AT

DATE December 14, 1974

FROM W.C. Champion

AT Burlington

COPY TO Distribution
List Attached

SUBJECT Minutes - VCM Standard Compliance Meeting

A meeting was held on December 10, 1974 to review progress toward compliance with the OSHA standard for VCM exposure as it relates to reporting, record keeping and distribution. The following summarize the discussions in each area and the assignments still to be completed:

A. Medical Surveillance (F. Toca, C.N. Brown, J. Andricsak)

The possibility still exists that we will use the Flemington medical group for annual physicals and another doctor for pre-employment and exit physicals. A meeting has been set up between the Flemington medical group and the concerned Tenneco representatives on December 18th.

The subject of nurses has still not been resolved but will be done so as a part of approval of the overall Corporate medical program. If nurses are to be in attendance fulltime at both Burlington and Flemington, their duties could be expanded to include maintenance, review, and notification of personnel exposure records.

The subject of the requirement for continued monitoring of contractors was raised. The standard is unclear as to our responsibility for monitoring the VCM exposure of contractors in our plant. In general, notification of our employees, when exposure exceeds the standard, shall be by a monthly individual letter handed out in the plant rather than mailed to the person's home.

Assignments resulting from the discussion of these items and other subjects raised were:

- C.N. Brown/R.V. Shoar - establish files for the maintenance of individual medical records by January 1st; personal monitoring records should be included in these files
- F. Toca - obtain a resolution on the handling of personnel with more than ten years' aggregate vinyl chloride exposure, but less than ten years with Tenneco
- D. Rhoads - resolve our legal responsibility to monitor and notify contractors with respect to their exposures

B. Distribution (R. Brain, G.A. LaPointe)

Changes in the recommended labelling and marking procedures which will be used were discussed. These changes were as follows:

1. VCM tank cars will be placarded instead of stencilled. The Department of Transportation has agreed to change their standard placard to include the line "Cancer - Suspect Agent".
2. Bags - a "notice" will be printed on bags of PVC saying that they should be used in open, ventilated areas. The new pallet labels will also include this notice. All existing inventories of bags should be used up as is, but the pallet labels should go on all materials shipped starting the last week of December.

The Distribution Department will issue an outline memo to all Manufacturing personnel spelling out the required labelling under the standard beginning January 1, 1975.

The following items remain unresolved and should be considered as assignments:

- S.N. Cincotta - resolve any special requirements for shipping of small samples, such as special packaging and tags. Of particular interest is whether or not we can send a sample with a truck driver. - resolve labelling required for sealdbins.

C. Monitoring (E. Schwartz, W.C. Champion)

Mr. Schwartz reported the status of the Bendix fixed monitoring system. Two GC's were started last Thursday in Flemington with minimal problems. Six GC's are expected to be delivered to Burlington the third week in December. The Flemington polymerization building GC's should be shipped to arrive December 20th and be operational the first week in January. By the end of January, all units in both plants should be operational with the exception of the Compound Plant unit.

Quotations for the computing system have been received and a CAR is being prepared. This system is expected to be operational in four months.

The Engineering Department is still preparing plans for the peripheral monitoring systems in both plants. In the meantime, the Quality Control Department is sampling the plant periphery over four-hour time periods to determine possible locations for breathing air intakes.

Personnel monitoring and OVA procedures have been updated and prepared for issue. A procedure for a Bendix system still awaits receipt of an operating manual from the supplier. A back-up plan (possible OVA coverage) will be included in this procedure in the case of a gas chromatograph breakdown.

D. Rosters

The rostering system agreed to for both plants will be implemented starting January 1st. No further information has been received relative to the magnetic card rostering system. Messrs Rhoads and Toca will continue to follow up.