Safety council aims to eliminate job hazards

Lang Hedrick
Chairman, Corporate
Safety Council

The Occupational Safety and Health Act, OSHA, became the law of the land in 1970. Its major thrust was to eliminate unsafe working conditions in industry The law enabled states to establish their own programs on the condition that state safety and health standards met or exceeded federal standards set by OSHA. In 1973, Oregon's plan, having been approved by OSHA, was written into law as the Oregon Safety Employment Act, OSEA. So, while we still carelessly refer to the law as OSHA, we are in fact governed by the terms and standards set by OSEA.

OSHA will have its foot in the door through 1976, monitoring the state's performance under OSEA to insure that enforcement is adequate, standards are maintained and, jointly with OSEA, to investigate every industrial fatality If all goes well under OSEA and OSHA is satisfied with the results, OSHA will withdraw in 1976 leaving the field entirely to OSEA.

Even though Tektronix has had, for many years, an informal and comparatively successful safety and health program, it was recognized by the corporate officers that Tek's safety and health record could, in fact, be much improved, thereby making Tek an even better place for all of us to work.

To that end, Earl Wantland formed the Corporate Safety Council with the charter to initiate actions and recommend policies which would improve the work environment at Tektronix, particularly in areas of safety and health. The Corporate Safety Council reports to Earl through the council chairman, which is me.

Other members are Ernie Annas (Manufacturing Planning), Wally Blackburn (Industrial Support), Rick Bushell (Facilities), Bill McQuiston (Contract Administration), Chet Schink (M.E. Chemical Support), Helen Thomas (Health and Safety), and Bob Martyn (Personnel) (ex-officio).

The rest of the safety and health organization, outside the line organization, is made up of area safety committees and special committees such as the Laser Safety committee. Recognize that all but a very few of the individuals involved in safety and health activity have other jobs in the mainstream of the company's business.

LANG HEDRICK
Guest Speaker

The area and special safety committees support resident managers on safety and health matters, conduct inspections, investigate accidents and near misses and recommend means for avoiding a repetition, establish and post evacuation routes and on and on. Each committee develops its own charter and membership rules tailored for the area being served. They also, through the area safety committee chairpersons meeting, recommend to the Corporate Safety Council the development of policies where needed.

Now, what have we done?

1. Education. The Corporate Safety Council has conducted four sessions of the Practice of Management course reaching approximately 250 Tek managers or potential managers. In each case, the presentation was a panel made up of someone from Employers Insurance of Wausau, someone from the Accident Prevention Division of the State of Oregon and two members of the Corporate Safety Council.

Each new employee orientation session since November 1973 has been covered by a member of the Corporate Safety Council who has made a short talk on safety orientation.

We have launched a program to reduce back injuries since they constitute the largest single hazard at Tektronix. We have also initiated formal safety training courses qualifying fork lift truck drivers and stacker operators.

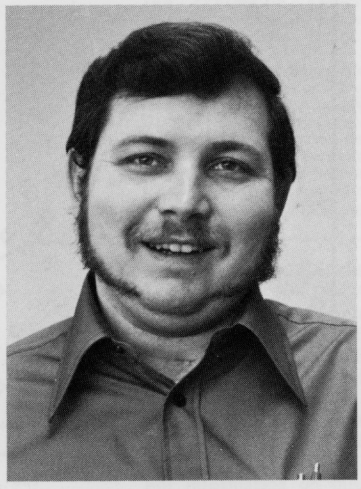
Since the council has been activated, over 250 Tektronix employees have taken the Red Cross first aid course. In order to maintain the required level of first aid coverage in the face of high employee mobility, this will be an on-going program.

We have initiated the development of a manager's safety and health training program which the Corporate Safety Council expects to be "required reading" for all Tektronix managers.

2. Inspections. Under OSEA, we have been inspected eight times; three inspections were the result of employee complaints, and five were routine inspections by a compliance officer of OSEA. In all cases deficiencies were exposed. In fact, 106 citations were issued. However, the obvious affirmative action program of the company with respect to safety and health has had a remarkable impact on the compliance officers, and in no case have we been severely penalized for a deficiency which was uncovered.

Employers Insurance of Wausau has provided us with inspectors on specialized hazard problems approximately 12 times during this period and in all cases the insurance company and the corporation have come to an agreement about action to be taken with respect to the problem.

It is interesting to note that OSHA is presently contemplating a new regulation requiring corporations to pick up the burden of self-inspections. The formation of area safety committees anticipates this requirement and indeed the area safety committee members have been conducting, on a routine bases, safety and health inspections in their areas for about two years.



KEN ROSENZWEIG
Conference Chairman

area rep employees report

In response to employee and Tech Center safety committee inputs, the Corporate Safety Council put together a task group to make an in-depth study of the entire building. The task group came up with a number of substantive recommendations which have been endorsed by the Corporate Safety Council and passed along to Earl.

3. Reporting. The Corporate Safety Council initiated accident report and safety committee citation forms which are now generally used throughout the Beaverton complex to report accidents and present citations to the operating managers in areas where hazards are discovered. The unique feature of these forms is that they require the participation of two levels of management in the recognition of a problem and the pursuit of an abatement to a hazard.

Furthermore, the mechanism of the reporting scheme in both cases is such that the loop gets closed and the Corporate Safety Council is thereby assured that, where a hazard existed, remedial action has been taken. There has been no problem in complying with the reporting requirements of both OSHA and OSEA.

4. Publication. The Corporate Safety Council has published and distributed a Managers Safety and Health Guide. We have used the AGENDA to publish a number of articles relating to safety with substantial emphasis on the back injury problem.

area rep employees report

Though not precisely a publication, the Corporate Safety Council has initiated a program to place uniform evacuation route signs in all Tektronix buildings.

5. Machine Guarding. In response to criticism and citation by the OSEA compliance officer, there has been a massive program of belt guarding in Tektronix. Some of it seems to be on the over-kill side. All Tektronix fork lifts have been equipped with suitable warning signals and lights.

The Berg pin inserter machines have been guarded throughout the company, and it is interesting to note that prior to the installation of suitable guards, accidental insertion of pins through fingers was occurring at the rate of about two per week. Since the guards were installed, there has been only one accident.

Cut-off saws for cutting off extrusions, cable braiders, and etched circuit board routers have been silenced in compliance with the 90 db requirement of OSEA.

There are still doubtless a large number of machines within the corporation which should be, but are yet not guarded. We expect that the area safety committees will routinely turn these up and issue citations with the result that the number of unguarded and hazardous machines in the company will diminish sharply with time.

6. Scope of Activity. Most field offices have an area safety committee in operation and Employers Insurance of Wausau has inspected a substantial number of field offices and maintenance centers.

The Grass Valley Group has been provided a number of copies of the managers safety manual, the facilities have been inspected by a member of the Corporate Safety Council and, following the Beaverton pattern, they have established a safety committee.

7. Miscellaneous. The flap about vinyl chloride has been put to rest at Tektronix. Every place where PVC is being used has been sampled and judged to be well below the allowable one-part-per-million exposure level.

Emergency lighting programs have been initiated and the emergency lighting situation will be brought up to standard throughout Tektronix.

A noise survey was conducted in Building 16, pinpointing the noise sources from machinery and other items. It is interesting to note that, including the noise generated by machinery, the public address system was far and away the greatest source of acoustical annoyance in the building.

The Corporate Safety Council, well aware of the personal appearance issues it would raise, initiated the mandatory wearing of caps or snoods around machinery

We also initiated the emergency vehicle access study which resulted in the recently published parking policy.

So, having done all these good things, what are the results? Frankly, not very good. Look at the plots of accident frequency and accident severity (Figures 1 and 2). Accident severity is the number of days lost per million working hours of exposure.

You can see that the frequency has been almost constant. I would love to be able to say that the drop in accident severity was the result of the Corporate Safety Council and area safety committee efforts, but I have to be honest and say that it is the result of changes in the reporting criteria.

The Corporate Safety Council feels we have gone a long way in reducing environmental hazards in compliance with and in excess of the requirements of the law. It is clear to us that the next step is to initiate programs which get at the problem of unsafe acts and unsafe procedures which are clearly the major source of industrial accidents and ill health in the Tektronix community

Looking ahead, what are the directions we'll take? At least four are visible at this time:

1. Each manager knows of each accident when it happens, either though the managers safety report or directly. However, no manager gets a summary of accident frequency or severity, an indication of the costs of accidents, or any data that permits a comparison with the corporate average or with similar groups elsewhere in the company.

The Corporate Safety Council is now in the process of formulating the data a manager could use, identifying the sources of the data and exploring the means by which these data could be placed in a manager's hands, thereby providing a basis for action that would improve the safety and health record in the manager's area.

2. While the initial thrust of OSHA and therefore OSEA was to remove unsafe conditions, there is presently a strong move abroad in the land to require greater emphasis on cleaning up unhealthful situations. Tek's track record in that area is very good, largely due to the efforts of Helen and Chet.

You can anticipate increased emphasis on improving environmental factors that affect health, however. Among other things, this means more attention to eliminating chances for exposure to toxic and carcinogenic solids, liquids and gasses and to reducing exposure to high noise levels.

3. The Corporate Safety Council is pushing hard toward establishing safe behavior and safe performance as a condition of employment for all employees. Earl supports this policy philosophically, but notes that there is a practical and basic prerequisite to implementing the policy. .all managers must be able to describe to those reporting to her or to him what constitutes safe behavior and safe performance in the particular job and environment where the employee works.

The managers safety and health training program which I mentioned earlier is viewed by the Corporate Safety Council as the vehicle for equipping managers to set performance standards in safety and health for those reporting to them. We recognize that such a training activity must be an on-going process.

4. One of the most significant results of the Tech Center task group activity was a recommendation to Earl that the position of corporate safety and health director be established. I hope you have sensed that the Corporate Safety Council has favored and supported a rather informal, grass roots approach to safety and health at Tek. If that is true, I'm sure that you can appreciate that it took considerable soul searching and discussion for us to make the kind of turn-about required to support such a recommendation.

We did, however, conclude that establishing the corporate safety and health director position was the only way to provide enough muscle, focused technical competence and operating resources, to get the job done. It is with great pleasure that I announce that, effective today, the position has been established and will be filled by Rick Bushell, formerly a member of the Corporate Safety Council.

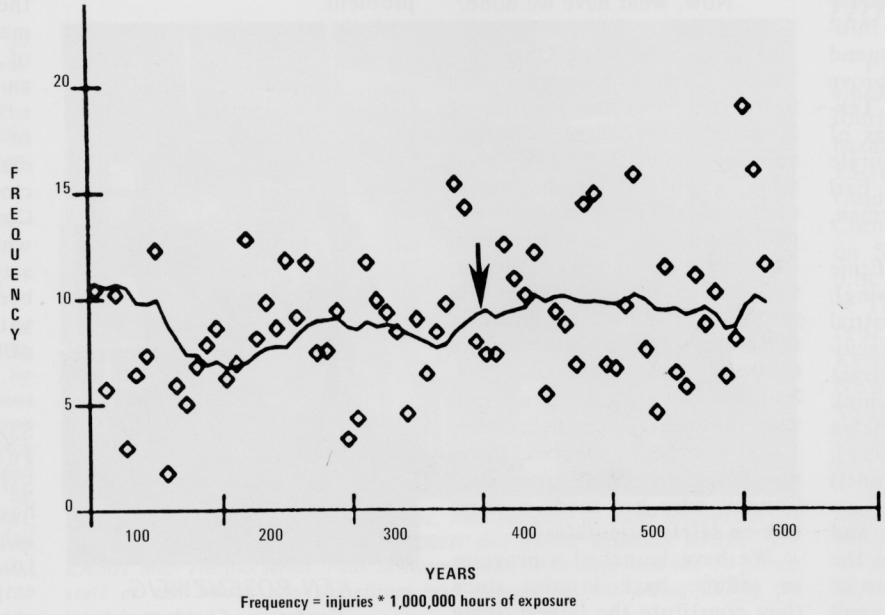
My parting shot has something to do with back injuries. At an employers safety and health conference a couple of years ago, one session was devoted to the subject. At the conclusion of the employers' pitch, a young fellow from a construction company in Hawaii described, at length, the severe problems his company was having with back injuries. Somehow, they hit upon the following procedure as a remedy

Before doing any work, each employee is required to go through a set of prescribed exercises. Next, before actually lifting anything, each employee is required to go through the motions of lifting without actually picking up a load.

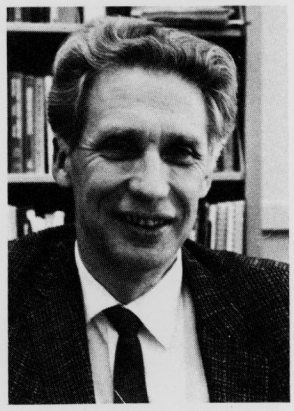
This, he said, did two things: It loosened up the lifting muscles which were about to be used and, more importantly, it made the lifter conscious of the position he was about to take and thus afforded a no-penalty evaluation of the correctness of the position.

His final words were " .and since we've instituted this program we have had no back injuries."

Fig. 1 ACCIDENT FREQUENCY AT TEKTRONIX



Frequency = injuries * 1,000,000 hours of exposure



CHET SCHINK
Guest Speaker

Chet Schink Guest Speaker

In the eyes of a chemist, everything is a chemical. Only about 60 elements are readily available, and everything in this room is made up of some combination of these.

How do we know what chemicals are safe to use? Think about water. I once read about a person who lived for 385 days on just water, coffee, tea and a little fruit juice. You can live a long time with water to drink, and not very long without it.

Yet, if you got immersed in water just an inch or two over your head, you wouldn't live very long at all. So here's a common substance, water, that's very healthful to humans for drinking, but highly toxic when inhaled.

Then think about another simple substance—salt. We need to consume some salt to survive, and we like the taste of it as well. So we think of it as a safe chemical for humans to consume.

Then think of salt and water together Taken separately, they're both safe for human consumption, sea water is just a combination of salt and water. Yet, if you drank it for a few days, as people stranded in life rafts have discovered, you die.

Chemicals of any kind are safe or dangerous depending on how and how much we use them.

When the US government set out to define and list hazardous or toxic chemicals, the surgeon-general answered that there are no non-hazardous materials, only non-hazardous ways to use them.

At Tek we classify, identify and label all chemicals we use. You've probably seen the three-color labels—blue for health, red for fire, and yellow for stability. Then each factor is rated from 0 to 4; 0 is harmless if handled properly. Something like salt, then, would be very stable, so the yellow part of the triangle would show a zero. Dynamite

area rep employees report

isn't stable at all, so the yellow part would show a 4.

We've classified some 1600 materials under this system, and tried to get them all labeled.

However, things come into Tek through many doors. Salesmen bring in samples, or engineers may pick up something they want to try using, for example. These materials may have just a number or some unfamiliar name on the label. Then, if someone gets hurt using them, the nurse doesn't have any information on the makeup of the compound to know how to treat it. Any substance used anywhere in the company should have the Tek coded label on it.

Anyone who handles any kind of chemical, solution, or solvent should carefully follow all the safety rules. It's especially important to remember to wear safety glasses around some chemicals. It's sometimes possible to graft on pieces of a finger you lose in machinery, but you're only issued one pair of eyes to last a lifetime.

It's both dangerous and illegal to wear contact lenses in high-exposure areas. There's no way the nurse or anyone else could get them out of your eyes if you were badly hurt, and some chemicals actually would fuse the contact lens to your eye. If for any reason you absolutely **must** wear contact lenses, or **can't** wear safety glasses, then you should look for a job somewhere around Tek where you wouldn't be exposed to certain kinds of chemicals.

Like the lion-tamer who respects, but doesn't fear the lion, you need only to respect, not fear, the materials you handle.

HELEN THOMAS
Guest Speaker

Helen Thomas Guest Speaker

Some might consider it a disadvantage to be the last speaker on the same subject, especially following two such fluent gentlemen as Lang and Chet. They have covered our subject very well. Now, I have the advantage of having the last word.

In addition to being the health member on the Corporate Safety and Health Council, I am also the watchdog who maintains the perspective between the two areas the laws are all about.

Historically legislation has related mainly to safety—hopefully to reduce accidents on the job; to reduce injuries caused by ungarded machines, faulty electrical equipment, unsafe scaffolds and ladders as well as many other mechanical hazards.

Present legislation emphasizes a new dimension which must be considered in any over-all plan for safe employment. Recognition and abatement of potential health hazards are a large segment of the safety and health laws in existence today

Noise, radiation, heat stress, chemicals and other processed materials are only a few of the potential health hazards we need to think about.

Attention to these areas is of equal importance to that of guarding a machine if we are to provide and maintain a good atmosphere in which to work.

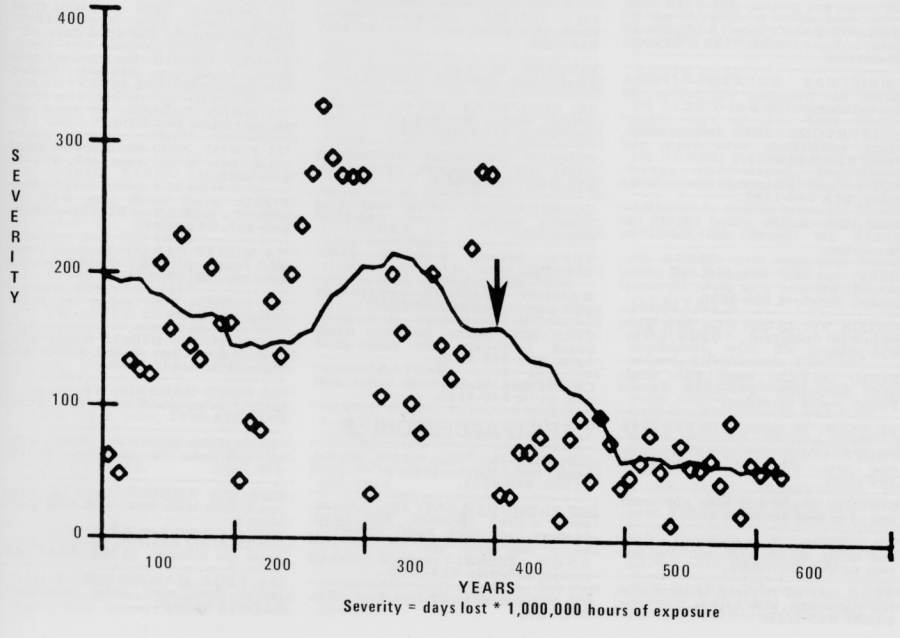
I will now climb down from my pet soap box but my slogan remains—equal rights for health.

Before we get to the agenda questions I would like to say that, in addition to the members of the Corporate Safety and Health Council, I am fortunate to be assisted by seven registered nurses in six first aid stations—five here at Beaverton and one in Wilsonville.

We are here not only to patch up your wounds and care for your illnesses, but most importantly we are here to prevent injury and illness.

Continued next week

Fig. 2 ACCIDENT SEVERITY AT TEKTRONIX



Severity = days lost * 1,000,000 hours of exposure

Job Opportunities

This week's job opportunities for Tek employees are listed below. For more details on these and other jobs available, check the bulletin board in your building. All jobs are filled as soon as possible and some listed below may be filled. To apply for any of these openings, complete Job Opportunity Transfer Application located in reading racks in Beaverton or Employment Office at Wilsonville, and return it to del. sta. 55-120.

PRODUCT SPECIALIST: OEM Marketing, Wilsonville (JO 6328), Range 15.

COMPONENT EVALUATION ENGINEER: Engineering (JO 8675), Range 13/14.

STANDARDS WRITER: Engineering (JO 8763), Range 12.

MECHANICAL DESIGN DESIGNER: IDD Wilsonville (JO 10263), Range 12.

SOFTWARE DESIGN ENGINEER: IGS Software Wilsonville (JO 11788), Range N/A.

SYSTEM TECHNICIAN II: S-Series Manufacturing (JO 12971), Range 11.

QUALITY ASSURANCE TECHNICIAN: HCE/Tek Labs Packaging (JO 13550), Range 8.

GRAPHIC DESIGNER: Advertising, US Marketing (JO 13950), Range 12.

PROGRAMMER ANALYST: Information Systems (JO 14280), Range 12.

TREATMENT PLANT OPERATOR: Utilities (JO 14712), Range 12.

SYSTEM ANALYST: SPS Systems Configuration (JO 15031), Range 13/14.

ELECTRONIC TECHNICIAN: Spectrum Analyzers, Communications (JO 15218), Range 10.

CABINETIZER: Calibration, IDP Manufacturing Wilsonville (JO 15586), Range 6.

SECRETARY: SPS Engineering (JO 16002), Range 5 (Part Time).

DRAFTSPERSON/ILLUSTRATOR: FDI/Engineering (JO 17601), Range 10.

STATISTICAL CLERK: Component Planning (JO 17796), Range 5.

ORDER ENTRY OPERATOR: PDG/Order Entry (JO 17885), Range 5.

TELEX OPERATOR: Product Distribution Croup (JO 17887), Range 5.

PROTOTYPE SUPT TECHNICIAN: Prototype Support, IDG Wilsonville (JO 17957), Range 9.

ECB DESIGNER I: IDG Engineering Operations (JO 17959), Range 8.

ELECTRONIC ENGINEER: SPS Engineering (JO 17990), Range 13/14.

ELECTROPLATING OPERATOR: EC Production, Electrochem (JO 18129), Range 7.

statistics

BIRTHS

Margaret Frances, 8 lbs, 9 oz to **Marla** (7000 Series) and **Mike Roy** (485 Line) on October 19, 1975.

Andrew Charles, 7 lbs, 12 oz to **Gail** and **Chuck Tistadt** (Spectrum Analyzers) on October 19, 1975.

Robin Ruth, 7 lbs, 13 oz to **Beth** and **Roy Lewallen** (SPS Engineering) on October 25, 1975.

Brian Andrew, 8 lbs, 6 oz to **Helen** and **Lee Van Nice** (CRT Prod. Engineering) on October 28, 1975.

Jedediah Clinton Wolfgang, 5 lbs, 8 oz to **Jeanne** and **Bill Gilchrist** (CRT Prod. Engineering) on October 31, 1975.

DEATHS

Paul Jones (Manufacturing Training), November 4, from a possible "cafe coronary." He was 61 Paul first joined Tek in August 1953 and worked until November 1965. He returned to the company in June 1967. Paul is survived by his wife Lois.

THANK YOU

I would like to thank all co-workers, friends and especially Armon McDowell for the kind help and expression of sympathy extended to me at the sudden loss of my dear husband Henry. **Frieda Herdey.**

I wish to thank all my friends and co-workers for the flowers and cards received at the death of my father. **Barbara Riley** (Quality Control).

Thanks to all my friends at Tek for the beautiful flowers and cards I received while in the hospital. Your friendship is greatly appreciated. **Lela Bomhoff** (Accessories).

Trap shoot due Sunday

HILLSBORO—Alpha Upsilon's second annual trap shoot will be held on Sunday, November 16, at the Hillsboro Gun Club, complete with fun shoots, backer-uppers and a novice trap. Turkeys will be awarded and proceeds will go to the children's hospital school. For information on this family event, call 648-1023.

trading post

Trading Post is free to Tek employees; one ad per person per week. Ads for commercial products cannot be accepted. Houses and rentals are listed with the understanding that they are offered without regard to race, color or national origin. Send ads to del. sta. 58-166. Deadline is Monday, 12 noon, the week of publication.

MISC FOR SALE

CHESTNUTS: will deliver to Tek, 55 cents per pound. 246-6292.

CB JOHNSON: 123A, 23 channel, 4 months old, $115. 643-7261.

BATHTUB: and shower combination, black fiberglass, $50. 644-6980.

GERBILS: and habitrail. 646-0960.

CAMPERS SPECIAL: 600 heat tablets, $5. 648-6251.

WALNUTS: commercially dried, will deliver to Building 47, 35 cents per pound. 648-3243.

LAMP TABLES: large size, eastern maple, Early American, $35 each, 2 for $60. 644-5978.

PIANO: Storey & Clark $150; Duncan Phyfe dining table $60; 30 inch elec stove $30. 648-9057.

BRIEFCASE: leather, like new, $10; suitcase $10; small guitar amps; record player. 292-8472.

SPI GAMES: $6. 644-7073.

SEARS BIKE: 5 speed, exc cond, new tires/tubes, perfect for Christmas, $45. 649-0736.

GELDING: half Arabian, half Thoroughbred, 4½ years old, $200; saddle, misc tack. 357-3938.

TABLE SAW: 8 inch on sturdy frame, $25. 646-1736.

AUDIONICS: PZ-3, 100W power amp, integral systems model 10 preamp, $450. 253-8456.

QUALITY DOG FOOD: discount prices on bulk orders. 648-9076.

MOVING SALE: sofa, chairs, washer, stereo, ironer, tires w/rims, lots more, 10110 NW Lee. 292-5098.

BAZAAR: holiday country store, Bethel Congregational Church, 5150 SW Watson, Beaverton, Nov. 15.

WALNUTS: divide w/friends and relations, cheaper by 50 pound lot sacks, $15. Harris Lacey 628-2231.

POOL TABLE: 6 ft complete set w/extras, $65. 357-3408.

FILBERTS: commercially dried, taking orders now, delivered to Tek, 40 cents per pound. 648-5653.

APPLES: yellow delicious and red rome, 40 pound box, $4. 649-7354.

LOCKER BEEF: grain fed, cut, wrapped and frozen, 89 cents per pound. 647-2988.

WALNUTS: you pick 5 cents/pound, over 50 pounds delivered to Tek, 40 cents/pound. 648-6422.

CHEST OF DRAWERS: 2 matching, painted yellow, good for kids, $10 each; small chair $2.50. 644-3718.

RUG: celery color, 12 by 15, needs cleaning, make offer. 646-8556 after 5.

BABY STROLLER: exc cond $15; fold up bicycle, exc cond, $25. 648-9790.

MALE BEAGLE: 1 year old, has all shots & license, $50; male St. Bernard, 7 months, $50. 357-5155.

WALNUTS: dried, delivered to Tek, 35 cents per pound. John Goehner 662-3921.

DOLL BEDS: single, bunks and cradles; bird houses and feeders; prices reasonable. 648-2657.

Films manager appointed; video-tape use to expand

New manager of video-tape and film programs at Tek is Dick Herren, formerly in charge of instructional aids at the University of Oregon Medical School. He has a 10-year background in video communications.

Dick said plans are under way to expand the use of video-tapes at Tek for customer training and other company-related programs. He reports to Ralph Ebert, Marketing Training manager.