



# shelletter

HOUSTON REFINERY

"It Strikes Us This Way"



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No. 60

Friday, December 28, 1962

ALL STAFF EMPLOYEES

## NEGOTIATIONS

After meetings Wednesday afternoon and Thursday, the Company and Union recessed with no further joint meetings scheduled at this time. A letter to all Supervisors went out today to bring you up to date on the events of the meetings.

No meetings were held this week at either Norco or Wood River.

## OPERATIONS

Still in the range of the high 140,000 barrels per day. And all the while maintenance work continues here and there around the units to keep the barrels coming....You'll be happy to know that one of the Callandrias in the York refrigeration unit at the Alky Plant has been replaced, and the primary column is now down to replace a leaking exchanger.

## CAFETERIA

Early morning patrons of the Hash House were pleasantly surprised yesterday when they discovered pancakes had been added to the breakfast menu....Roberta was on the firing line, cooking up the golden brown cakes, and she reports a brisk business the first two mornings....

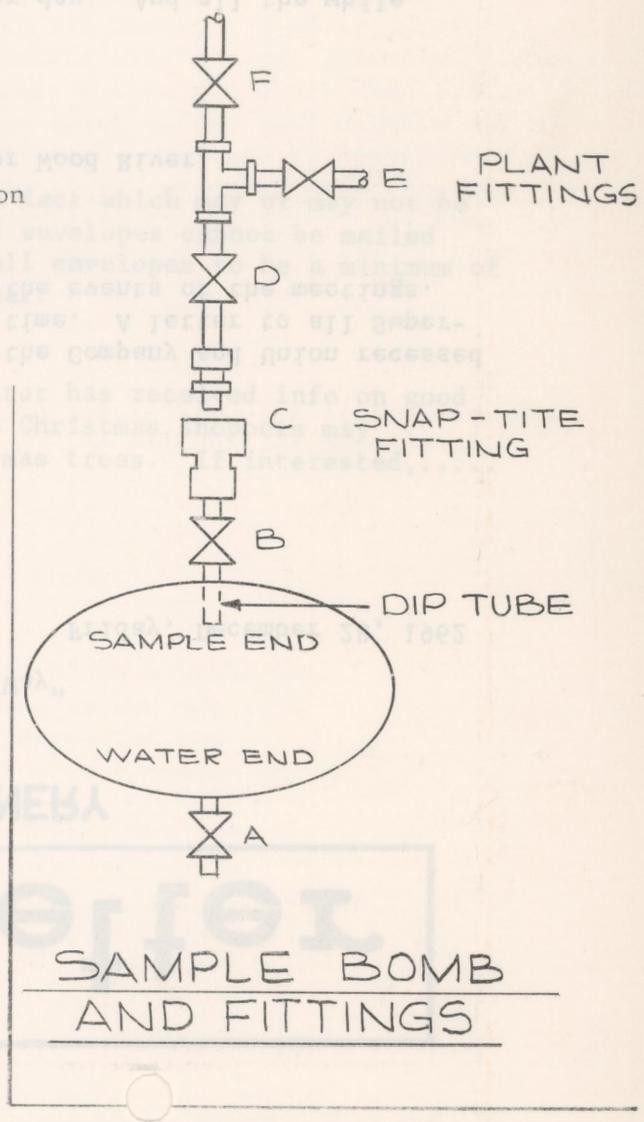
WELCOME BACK: V. F. Coerver, Jr., (Co-op Employee) a student at Georgia Tech who is beginning his fifth "tour" at the Houston Refinery.

## SAFETY

.....Comes this reminder from the folks in the Lab.....having to do with Snap-Tite fittings and sample bombs....why they're there, what they're for - how to arrange for necessary repairs.....Our staff artist has drawn one of these bombs to make things crystal clear or thereabouts.....Snap-Tite

(Over)

fittings are designed so that the sample container is filled from the proper end and so that no tools are needed to make a connection. Samples should always be taken from the sample (Snap-Tite connection) end of the bomb, with the bomb in a vertical position as shown in the sketch, so that the dip tube can be used to establish the proper level in the container. This is an important safety device to prevent sample bomb breakage from hydrostatic pressure. Simply depress the socket on the end of the Snap-Tite fitting and insert the Plant fitting. The socket is on a turret and can only be depressed when it is in the correct position. After the Plant fitting is inserted the socket should be turned away from the original position. To release the sample bomb from the Plant fitting, turn the socket to the correct position and depress it.....The procedure for taking a sample after the bomb is in place is as follows: (1) Open Valve F; (2) Open Valve E and bleed line; (3) Close Valve E; (4) Open Valves D, B, and then A; (5) After the water has been displaced, close Valve A; (6) Close Valve F; (7) Open Valve E and drain liquid from the bomb until vapor (gas) is discharged. At this point, a 20% vapor space (this is the purpose of the dip tube) has been provided in the bomb; (8) Close Valve E and then Valve B; and (9) Close Valve D and disconnect at Snap C.....The Lab will appreciate your cooperation in using the Snap-Tite connections for bomb samples. Label any sample bombs that are not in good order and return them to the Lab for repairs. Snap-Tite and Plant fittings are available in the Lab's Store Room.



BIRTHDAY BELLES & BEAUS

- Dec. 28 - Ellis Crawford
- Dec. 29 - Jim Martin
- Dec. 30 - Lillian Long, Bob Andrews