

18/4
PLANT PROTECTION
(OTHER 6)
4 pp

Check List
OCD Form No. 825
I GENERAL

BUDGET BUREAU No. 02-R022.
Approval Expires December 31, 1944.

PLANT PROTECTION CHECK LIST

THIS CHECK LIST is designed to assist plant management and local Civilian Defense authorities in safeguarding plant personnel, property, and products from the effects of air raids and other emergencies.

This is not an inspection report but is intended to serve as the basis for an informal discussion between the local Plant Protection Officer and the Plant Defense Coordinator.

The Check List furnishes the Plant Defense Coordinator with a guide by which to check the protection organization at the plant. It may assist the Commander of the local U. S. Citizens Defense Corps in planning for the protection of both the plant and the community.

It is suggested that local Plant Protection Officers furnish all plants, *except those assigned to the continuing protection responsibility of the War or Navy Departments*, with this Check List and at the same time proffer their assistance to the Plant Defense Coordinator.

The integration of the protection organization at the plant with the protection services of the community is essential in order to insure that the plant may receive the full benefit of the latter in an emergency.

**UNITED STATES
OFFICE OF CIVILIAN DEFENSE**

Washington 25, D. C.

16-36531-1

- 1. Plant name
- 2. Location
- 3. Official interviewed
- 4. Principal products
- 5. Number of employees
- 6. Number of important buildings
- 7. Predominant product
- 8. Plant Protection Officer established
- 9. Plant Control Zone established
- 10. Joint Labor Management Committee established
- 11. Plant Protection Organization established
- 12. Committee meets regularly
- 13. Name of Plant Protection Organization
- 14. Title of person in charge of Plant Protection Organization
- 15. Total number enrolled in Plant Protection Organization
- 16. Total number in local Plant Protection Organization
- 17. Total number members of U. S. Citizens Defense Corps
- 18. Plant Protection Organization by shifts
- 19. Identification of community emergency services established for assistance to plant
- 20. Liaison established with local U. S. Citizens Defense Corps

Date _____
 Check List prepared by _____

I. GENERAL

1. Plant name The California Oregon Power Company
2. Location Medford Oregon
3. Official interviewed A. S. Cummings
4. Principal products Electric energy
5. Number of employees:
 Shift 1 500 Shift 2 _____ Shift 3 _____ Total _____
6. Number of important buildings 12 power houses in So Oregon & No. California
7. Predominant construction: Fire resistive Masonry Frame

II. ORGANIZATION OF PLANT PROTECTION

1. Plant Protection Organization established.
2. Plant Control Room established.
3. Joint Labor-Management Committee on Air Raid Protection established.
- Name of management co-chairman John L. Bly
- Name of labor co-chairman Cesar H. Breuneman
- Union represented Yes C. W. Gray IBEW, Manager
4. Committee meets regularly.
5. Name of Plant Defense Coordinator _____
6. Title of person to represent plant at post-raid conference _____
7. Total number enrolled, Plant Protection organization _____
8. Total number trained, Plant Protection organization 125
9. Total number members of U. S. Citizens Defense Corps 250
10. Plant Protection organization by shifts:

Shift	Staff	Fire Brigades	Wardens and Fire Guards	Police	Medical	Operations and Maintenance	Messengers
One							
Two							
Three							

11. Liaison established with local U. S. Citizens Defense Corps.
12. Identification of community emergency services established for admittance to plant.

III. INSTRUCTION OF EMPLOYEES

- Air raid instructions properly posted.
- Air raid signal is distinct and understood by *all* employees.
- All employees drill regularly.

IV. TRAINING OF PLANT PROTECTION ORGANIZATION

- Plant Defense Coordinator attended Plant Protection Course.
- Chiefs of services attended Plant Protection Courses.
- Regular drills of protection services are held at frequent intervals.
- Services are identified by insignia.
- Insignia of U. S. Citizens Defense Corps is used.

Plant employees were members of Auxiliary Military Police registered under the Northern Security District, 9th Service Corps Area

V. COMMUNICATIONS

- Arrangements for receipt of air raid warning signal from local control center.
- Adequate means for transmission of air raid warning to employees.
- Communication system with local Control Center.
- Communication system adequate within plant.
- Auxiliary communication systems provided within and outside plant.

VI. FIRE

- Local Fire Chief familiar with plant conditions.
- Plant fire department. 3. Outside aid within 3 miles.
- Paid department. 5. Volunteer department.
- Ample water supply. 7. Flow and pressure OK. 8. Distribution OK.
- Sufficient extinguishers and other fire fighting apparatus.
- Sprinklers: Complete Partial Negligible None.
- Exposure of plant buildings from outside sources. *none*
- Number of buildings largely subject to one fire *adequate fire protection furnished by Federal Power Commission*
- Parking facilities for employees' cars: In yard Near buildings.
- Extra-hazardous plant processes *none*
- Housekeeping: Good Fair Poor.
- Fire drills held regularly.
- Rescue parties drilled for rescue from fires.
- Regular plant fire inspections.

VII. AIR RAID WARDEN

- Adequate means of reporting damage to Plant Control Room.
- Evacuation plans complete, as necessary, for employee protection.
- Fire guards posted.

VIII. POLICE

- Local Police Chief familiar with plant conditions.
- Traffic-control plan within and outside plant sufficient for emergency purposes.
- Plant watchmen. 4. Plant guards. 5. Auxiliary plant police.
- Bomb reconnaissance agents.

Inspected recently when guards + police were released by order of Army + F.P.C.

III. INSTRUCTED EMPLOYEES

- 1. Chief of local Emergency Medical Service familiar with plant conditions.
- 2. Arrangements completed for assistance from local Emergency Medical Service.
- 3. Plant doctor. 4. Plant nurse. 5. Plant hospital.
- 6. Plant casualty station. 7. First aid stations—Number _____
- 8. Stretcher teams. 9. First aid training for employees.
- 10. First aid kits are ample and available.

X. MAINTENANCE

- 1. Chiefs of local utilities familiar with plant conditions.
- 2. Rescue units. 3. Repair units. 4. Demolition units.
- 5. Arrangements made for acquisition of repair materials in emergency.

XI. BLACKOUT

- 1. Blackout arrangements:
 - (a) Continuous operation. (b) Partial operation.
 - (c) Complete shutdown. (d) None.
- 2. Plant blackout last tested October 1943
- 3. Time required to black out after receipt of signal 3 minutes
- 4. Emergency lighting system.

XII. SHELTER

- 1. Shelter areas within plant.
- 2. Shelter by use of interior facilities (work benches, blast walls, etc.).
- 3. Exterior shelters.
- 4. Capacity of shelters sufficient for all employees.
- 5. Protection against glass splinters.

XIII. PROTECTION AGAINST WAR GAS

- 1. Gas reconnaissance agents.
- 2. Personal protection.
- 3. Cleansing facilities for employees.
- 4. Decontamination facilities for machinery and areas.

XIV. REMARKS AND COMMENTS

VIII. POLICE

- 1. Local Police Chief familiar with plant conditions.
- 2. Training of police for plant protection.
- 3. Plant watchmen. 4. Plant guards. 5. Auxiliary plant police.

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