

LEB# 1103

**E/H/S MILESTONE THIRD QUARTER, 1993
STATUS REPORT**

Milestone I.D. Health Clearinghouse Reports **Milestone I.D.** 5.1

Prepared by: Daniel M. Jaffe **Date:** 10/8/93

DRIVING FORCE: (Who are the customers of this milestone? What are the deliverables? Why is this milestone important to Alcoa?)

Customers: Business Management

Deliverables: Written reports on Aluminum/Alzheimer's Disease, electro-magnetic radiation, PCBs, potroom asthma, asbestos, alumina dust.

Importance: Requested by business management: Educational tool concerning critical health concerns.

PROJECT OBJECTIVES: _

1. Educate/inform top managers on important health issues;
2. Ensure that consistent/accurate health information is passed along.

PLAINTIFF'S
EXHIBIT
AL-1143

3RD QUARTER, 1993 ACCOMPLISHMENTS:

PCB and alumina dust reports in final draft form.

SIGNIFICANT ACTIVITIES PLANNED FOR 4TH QUARTER, 1993:

Complete reports on asbestos, electro-magnetic radiation.

BARRIERS AND ENABLERS: _

OCTOBER 13 MILESTONE REVIEW MEETING: If your milestone will be reviewed at the October 13 meeting, please indicate any issues/project inputs you would like the meeting attendees to think about prior to the meeting.

FUTURE MILESTONE REVIEW MEETINGS: Please indicate which meeting you would prefer to discuss this particular milestone.

January, 1994

April, 1994

File: EHS Milestone-2nd Qtr Status Rpt/DJM

511958 0080

**E/H/S MILESTONE THIRD QUARTER, 1993
STATUS REPORT**

Milestone International Health Standards

Milestone I.D. # 1.4A

Prepared by: Daniel M. Jaffe

Date: 10/8/93

DRIVING FORCE: (Who are the customers of this milestone? What are the deliverables? Why is this milestone important to Alcoa?)

Customers: Business Units

Deliverables: Company Health Standards

Importance: (a) Health risks exist at Alcoa;
(b) Need to manage these risks;
(c) Need to be sure we are doing things right--need standards

PROJECT OBJECTIVES: _

(a) Develop minimum standards of performance and occupational health--ultimately help businesses implement these standards.

(b) Assist businesses in developing/assuring world class health programs.

3RD QUARTER, 1993 ACCOMPLISHMENTS:

Multiple standards in final draft form. Other standards in various stages of development.

SIGNIFICANT ACTIVITIES PLANNED FOR 4TH QUARTER, 1993:

Continue writing standards.

BARRIERS AND ENABLERS: _

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**E/H/S MILESTONE THIRD QUARTER, 1993
STATUS REPORT**

Milestone I.D. Measurement Systems/Processes Milestone I.D. # 4.1

Prepared by: Tony Stile, M.D.

Date: 10/7/93

DRIVING FORCE: (Who are the customers of this milestone? What are the deliverables? Why is this milestone important to Alcoa?)
EAP Administrators, contract service providers, and location management (customers) will be provided with a written evaluation of their EAP activities (deliverable) using the recently adopted

PROJECT OBJECTIVES: Complete the review of EAPs at Alcoa's domestic locations using the standards as a guide.

3RD QUARTER, 1993 ACCOMPLISHMENTS: To June 1993, 4 of 5 scheduled reviews were completed (one location declined) and 5 additional reviews were performed at locations initiating new EAPs. During 3rd Quarter 1993, one evaluation was performed (International location), bringing the total to 11. Written evaluations were given to all 11 locations. Action plans are in progress at all 11.

SIGNIFICANT ACTIVITIES PLANNED FOR 4TH QUARTER, 1993: A new audit system is being explored with more emphasis on internal review and less frequent clinically targeted external reviews.

BARRIERS AND ENABLERS: The field of EAP is moving towards professionalization, specific activities, and accountability for services. Barriers may include budgetary restraints and viewing EAP as of a lower priority activity at the locations.

Issue: Is there a continuing need/demand at Alcoa for EAP services? Should Alcoa adopt more detailed standards on EAP activities?

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FUTURE MILESTONE REVIEW MEETINGS: Please indicate which meeting you would prefer to discuss this particular milestone.

April, 1994

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