



## Interoffice Communication

To : Safety Department Procedures File  
From : Jerald Uptain  
Date : January 30, 1975  
Subject : Plant Nurse Responsibilities for VCM Standard Compliance

- I. Scheduling - Schedule all employee VCM Medical Surveillance, to include:
  - A. Physicals
  - B. Chest x-rays
  - C. Hand x-rays
  - D. Blood and urine sampling
  - E. Pulmonary function
  - F. All supplementary surveillance.
- II. Coordination - Coordinate all surveillance work and record-keeping with local company physician, Corporate Medical Department, and Safety Director.
- III. In Plant Work
  - A. Take VCM medical histories per guidelines.
  - B. Run Pulmonary Function tests.
  - C. Perform other medical surveillance work as directed by Medical Department.
- IV. Records
  - A. Maintain date records of all medical surveillance.
  - B. Maintain records of employee overexposures resulting from emergency releases of VCM.

Jerald Uptain  
Safety Supervisor

cc: All Safety Department Personnel