

THIS COPY FOR DR. L. V. CRALLEY, PITTSBURGH OFFICE

December 24, 1953

FROM: H. L. DERR
INDUSTRIAL ENGINEERING DIVISION

TO: MR. E. B. FASSEL

RE: INDUSTRIAL HYGIENE COMMITTEE MEETING

**PLAINTIFF'S
EXHIBIT**

AL-270

The Industrial Hygiene Committee for Davenport Works met in the fourth floor Conference Room at 1:00 P. M., December 16. The following committee members attended: Messrs. H. W. Pracht, J. H. Lowry, B. D. Kent, H. H. Hannah, G. A. Decker, C. L. Huey and the writer. Representatives from the Pittsburgh Office were Dr. L. V. Cralley and Mr. Tom Bonney.

The question was raised as to how far the committee should go in analyzing hazardous conditions. The method used at Massena Works was discussed and Mr. Pracht passed around a copy of Massena's Handbook on Industrial Hygiene that he borrowed from Mr. T. I. S. Boak, Jr. Dr. L. V. Cralley stated that the plan used at Massena was very successful and recommended that Davenport follow a similar plan. It was pointed out that this handbook was the result of five years' work, and should be thought of as a guide and eventual goal for Davenport Works' Committee.

The method of starting a survey of materials used at Davenport Works was discussed fully. It was agreed to contact Mr. C. B. Petree and obtain a complete list of materials handled by the Storeroom, together with a list of departments using the materials. After obtaining such a list, Mr. H. W. Pracht will appoint certain committee members to survey assigned departments to determine the end use of each item listed. Any chemical analysis tests will be referred to Mr. J. H. Lowry for final determination of hazards present. Sample copies of the form to be used in writing up each item will be furnished each committee member, assuring a standard form for all items.

ARD 044243

TO: MR. E. B. FASSEL

DATE: DEC. 24, 1953

SHEET NO: -2-

Mr. H. W. Pracht will contact Purchasing in an effort to establish a contact for all new materials not already in stock. This will allow the committee time to study any new material prior to its actual use. If any hazard is presented by a new material, then this fact can be circulated prior to the use of the material.

Dr. L. V. Cralley extended the services of the Central Medical Division in any way that they can be of help to Davenport. He also agreed to notify Davenport Works of any extremely hazardous material that they might test, even though Davenport may not be using it at the time.

Mr. Bonney also offered the services of his department in analyzing any noise hazards present.

Mr. H. H. Hannah suggested that the personnel concerned and forthcoming activities of the committee be explained in a management bulletin. In this manner all management personnel would be aware of the services of this committee.

The next meeting will be held on January 20, 1954.

H. L. DERR

HLD/dls

cc: Messrs. N. B. Lane
Dr. L. V. Cralley - Pitts.
Mr. Tom Bonney - "
Industrial Hygiene Committee Members
Division Heads

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