

ETHYL CORPORATION

CHRYSLER BUILDING
New York, N.Y.

SAFETY DEPARTMENT

July 26, 1944

TO ALL DIVISION MANAGERS

COPY FOR MR. Dr R. A. Hehoe

Gentlemen:

In order that you may have a more complete picture of our shipments to laboratories outside the petroleum industry in your division, attached is a list of such customers who have received shipments within the last three years. For the U. S. and Canada there were a total of 113 points.

This information, together with records that you may have, should be of assistance in complying with the instructions of Circular Letter S-40-44.

So far as we know, this list includes shipments approved only by the New York Office and does not include any shipments authorized by Detroit Laboratory. Since Detroit has agreed to give instructions and to be responsible for the safe handling of the shipments they have authorized, we do not feel we should endeavor to give our own handling instructions. Actually, an intrusion by a Safety Engineer might be somewhat resented. Therefore, if you find that any of the points for inspection listed actually cover any Fluid authorized by Detroit, you should withdraw from the situation as diplomatically as possible.

Obviously the object of this whole matter is to assure ourselves that small shipments of Fluid or T. E. L. are being handled safely and will in no case be used in such a manner as to cause difficulties to the Corporation.

Yours very truly,

O. B. Lewis

O. B. LEWIS

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