

Interoffice Communication

To Distribution

From J. J. Hall

Date March 17, 1980

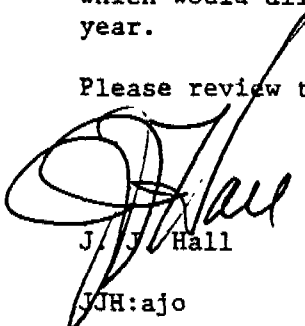
Subject IMPROVED MATERIAL SAFETY DATA SHEETS FOR CONOCO CHEMICALS PRODUCTS

Material Safety Data Sheets (MSDS) are an important part of our efforts to communicate product safety and health information to our customers.

Attached is a program to revise and improve the MSDS which we provide to our customers. Also attached are example copies of both our current MSDS, and the new version (for o-cresol).

Our plan is to revise our current MSDS on a chemical by chemical basis starting in April. We expect to produce an average of about two per week which would allow complete revision of all our MSDS in approximately one year.

Please review the program and give me any comments you might have.



J. J. Hall

JJH:ajo

Attachments

Distribution: Chemicals Managers
Plant Safety Directors
F. E. Adams
W. D. Broddle
J. J. Doyle
N. C. Frost
W. L. Groves
T. G. Grumbles
L. G. Hubbard
F. Kennedy
O. C. Kerfoot
A. J. Lundeen
V. A. Moore
C. L. Whetstone, M.D.

DEVELOPMENT OF IMPROVED MSDS
FOR CONOCO CHEMICALS PRODUCTS

The office of the Manager of Biomedical and Environmental affairs will co-ordinate the development of new Material Safety Data Sheets (MSDS) through the following steps:

- 1) Develop first draft of a new MSDS.
- 2) Circulate first draft to the following persons for edit and comment.
 - A) Medical Division - to review first aid and medical treatment information. (CLW,M.D.)
 - B) Chemicals Research Division - to review technical information, ingredients, physical data, reactivity data. FK, WLG, AJL (plastics), OCK (non-plastics)
 - C) Environmental Conservation - to review toxicology information. (WDB)
 - D) Plant Safety Director - to review fire and explosion data.
 - E) Transportation - to review hazardous classification, transportation, and storage information. (LGH)
- 3) Develop final draft based on the above input and circulate to the following persons for comments:

Product Manager	L. G. Hubbard
Marketing Manager	F. Kennedy
Plant Manager	O. C. Kerfoot (non-plastics products)
Plant Safety Director	J. J. Langford
E. F. Adams	R. E. Lehmkuhl
W. D. Broddle	A. J. Lundeen (plastics products)
W. H. Chamberlain	
J. J. Doyle	V. A. Moore
N. C. Frost	C. L. Whetsone, M.D.
W. L. Groves	J. V. Withey
- 4) Develop completed MSDS and forward to Chemicals Research Division for printing and distribution to customers.

WEU-274698