PLAINTIFF'S
EXHIBIT
GF-1739

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INTEROFFICE CORRESPONDENCE
GAF Corporation

DATE December 3, 1976

TO PLANT MANAGERS - MINERAL PRODUCTS PLANTS
LOCATION

FROM H. F. Johnston
LOCATION Bound Brook

CC D. T. Charland - Krem.
J. D. Elser - Annap.
T. F. Gedettis - B.B.
H. J. Meyer - B.B.
P. B. Mohn - Charm.
J. M. Wilwohl - Erie

SUBJECT: 1976 ANNUAL SAFETY REPORT

We would appreciate receiving from your plant, by January 21, 1977, the following information, in order to prepare an Annual Safety Report:

1. A list of 1976 goals completed, as well as those incompleted, for both Safety and Housekeeping.

2. The number of safety and housekeeping recommendations completed in 1976. This should include any from State, Federal, and Company inspections, as well as those from people within your plant. How many are being carried into 1977 unfinished?

3. Write a narrative, which will be included in the Annual Report, covering any special safety events, such as safety dinners, 100 to 1,000-day awards, State and Federal recognition. Tell about any outstanding safety meetings, films, speakers, special training for first aid, forklift operators, etc.

4. A list of your 1977 Safety, as well as Housekeeping Goals, including target dates for completion.

5. If you have any special emphasis programs planned for 1977, please tell us about them.

6. If you will send us a picture (black and white with good contrast) of some area you have improved, cleaned up, painted, or made safer, we will include this also in the report for your location.

Attached is a copy of your 1975 Annual Report, which may be helpful.

Mr. Fassuliotis has asked for a copy of your goals also. I will supply these for you to Mr. Fassuliotis, as it was done last year.

Don't forget the deadline - January 21, 1977.

H. F. Johnston

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Attach.