GEN 55 (REV.6/74)

roffice Memorandum

Dr. B. J. Bland

me and Location)	DATE
Mr. R. D. Damron	5/28/76
Name and Location)	REFERENCE NO.
J. P. Hawthorne	JPH-59-76

PLAINTIFF'S EXHIBIT CEL-551

MINUTES OF OSHA COMMITTEE MEETING

The OSHA Committee met at 10:00 a. m. on May 24, 1976, in the East Conference Room. The following members were present: Mr. E. C. Carrell, Mr. H. L. Farek, Mr. R. B. Garrett, Mr. L. W. Hartman and Mr. J. P. Hawthorne.

Mr. R. D. Damron attended the meeting to review guidelines for future committee action. Mr. Damron, speaking on behalf of the other Directors, requested that the OSHA Committee serve the Technical Center as a clearing house for compliance with OSHA Standards. He placed considerable emphasis on OSHA's entering Phase II where Industrial Hygiene will receive increased attention. He urged the Committee to give more attention to standards relating to employee health.

To accomplish this objective, OSHA related programs designed to test or monitor the environment, evaluate employee exposure, conduct physical examinations or expend funds directly related to first time OSHA compliance are to be reviewed by the OSHA Committee with a recommendation to the Directors for approval.

- The frequency of OSHA Committee Meeting was changed from "monthly" to "as needed."

- Procedures associated with Committee work relate to the method of issuing recommendations. For example:

  When a standard warrants Committee action, the individual responsible for that standard will review the problem with the Chairman who will then furnish each member sufficient information relating to the problem to enable he or she to participate in a Committee recommendation.

There being no further business the meeting adjourned.

J. P. Hawthorne

JPH/sac
cc: R. W. James
L. Starr
W. B. Heinz
W. T. McNair
Managers

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