Author: BETH L RUSERT at MONSL316
Date: 12/10/97 3:30 PM
Priority: Normal
TO: VALERIE A SHELTON at MONSL316
CC: CHRISTY BETH BECKMANN at MONSL316
CC: GLENN S RUSKIN at MONSL316
Subject: Anniston Letter from Hunter
---------- Message Contents ----------

Val:

Attached is a draft letter from John Hunter to congratulate the Anniston employees on achieving one year without a recordable injury. It has been reviewed and approved by Blake Hamilton, Max McCombs and Paul Villane. It's now ready for John's approval and signature. Please print out the attached letter on Solutia letterhead (it may need some minor formatting) and take to John's office today if possible.

Blake plans to hold an employee meeting on Friday morning and would like an e-mailed version in his hand to read for that meeting. Please let me know as soon as you have any comments or a signature and we'll move forward accordingly.

Once we have a final letter, I will take responsibility for e-mailing it to the plant. I would appreciate if you would Federal Express the signed letter to Blake Hamilton in Anniston. They will take care of copying and distributing it.

Call me if you have questions or problems. I plan to come into the office tomorrow, but I will partipate in the remainder of the CMA teleconference beginning at 7 a.m. This means I will physically arrive in the office some time in the late morning.

Thanks.

Beth