

Interoffice Communication

To Charlie Starks
From Tom Grumbles
Date March 13, 1984
Subject PONCA CITY ANALYTICAL RECORDS

The chemical plants use Ponca City Analytical on occasion to analyze industrial hygiene samples. These analysis include asbestos, welding fume metals, and lead. In particular, Aberdeen sends 100-120 lead samples per year. The OSHA Records Access Standard requires that any background laboratory data (strip charts, etc.) used to determine air levels be kept for at least one year after the date of analysis. Also, if other OSHA compliance issues or legal activities deal with exposure levels, the lab records and quality control often become part of the requested records.

From my conversations with Carl Kerfoot, I understand you are handling any necessary records transfer, etc. that is needed for Vista. These records, in particular Aberdeen's, should be considered when records disposition is discussed.

The initial indication from Ed Sones is that he doesn't see a need to go to the effort of copying records because we will have access to them. If access is assured that may be true.

Please let me know what the best resolution of this issue would be.


Thomas G. Grumbles

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