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Interoffice Communication

TO: Robert Martin

FROM: T. G. Grumbles

DATE: May 15, 1984

SUBJ: R&D SAFETY AND HEALTH ISSUES

Below are suggested agenda items for our meeting with Szabo on May 18. We probably need to start by 8:30.

I. INDUSTRAIL HYGIENE

A. Sampling Activities

1. What's sampled
2. How often
3. Analytical services

B. Training

1. VCM
2. Lead
3. Other

C. Ventilation

D. General Administrative (MSDS and Exposure Records, Etc.)

E. Respiratory Protection

1. Training
2. Inspection
3. Device ownership

II. MEDICAL TESTING PROGRAMS

III. SAFETY

A. Statistics

B. Training

C. Fire Protection

D. Employee Action Request Programs (If Established)

IV. ADMINISTRATION

Thomas G. Grumbles
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cc J. R. Drumwright

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