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Mr. John Meyers
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- (4) Work with AIA's Environmental Control Consultant,
Cliff Sheckler, on the preparation of a work practices
manual for use by our industry customers.

I don't see any need for us to meet as a committee more than
once a year. I believe the majority of business can be
transacted by letter or telephone.

Thanks again.

Very truly yours,



Edmund M. Fenner, Chairman
Environmental Control Subcommittee of AIA

EMF/emr