



# AUSTRALIAN BLUE ASBESTOS LIMITED

18 WILLIAM STREET  
PERTH  
WESTERN AUSTRALIA

MINES & MILLS  
WITTENOOM, W.A.

G.P.O. BOX NO. 968 M  
TELEPHONE B 2238

Wittenoom Gorge

24th August, 1948

The Managing Director,  
Australian Blue Asbestos Limited,  
SYDNEY - N.S.W.

|                |   |         |
|----------------|---|---------|
| Mr. H. J. GARD | X | 1/10/48 |
| Mr. J. W. GARD | X | 1/10/48 |
| Mr. J. W. GARD |   |         |

Dear Sir,

STAFF. Due to one of the office staff resigning and the necessary re-arrangement of settlement store staff when the present storekeeper and attendant go down on leave during October and November, the following proposals are submitted for your consideration :

- (a) Transfer A.P. Herbert from Perth office to Wittenoom about the third week in September to take over from the present storekeeper who goes on leave on 1st October.
- (b) Transfer A. Parry to Australian Blue Asbestos Ltd., Perth office to replace A. P. Herbert.
- (c) Engage two men aged 20 and 23 respectively who have offered in response to an advertisement for a timekeeper. The response to this particular advertisement was good as about twenty-four applied and Messrs. Wallace and West report very favourably on the two selected. These two men would then fill the positions of timekeeper and paymaster etc.
- (d) It is recommended that S. Millington, Chief Storekeeper, be placed on the C.B.R. Co. staff and that he act as Accountant during Mr. Johnston's absence at any time. Millington has outstanding ability and could be an acquisition to the C.B.R. Co. staff in whatever capacity he served. For the present it is recommended that he retain the title of "Chief Storekeeper" and when given clerical assistance in the main store he can play a major part in establishing the main store at the Township and in connection with the accounts for the Township project.

RECEIVED

27-AUG-1948

ANSWERED

2.

During the past 12 months Mr. H. Harry has spent practically entirely with one class of work, viz. night clerk. He has done this well but lacks the capacity to carry out work which the Accountant is called on to do here and we feel certain that Mr. Harry could never satisfactorily carry out the Accountant's duties at Wittenoom.

We consider that this does not preclude him from satisfactorily serving as Mr. Wallace's assistant in Perth and his knowledge of conditions here should give him the advantage over anyone else who might be appointed instead.

As we shall shortly require two additional clerical staff the two mentioned above shall be engaged and we would appreciate your early decision regarding Harry and Herbert so that the position may be finalised.

Yours faithfully,  
For Mr. Wallace, Mr. Wallace

*W. H. Wallace*  
General

*I think it better to have a letter from Mr. Wallace to Mr. Harry to say that he is to be engaged as an assistant in Perth.*  
*W. H. Wallace*  
*Agree*