ETHYL CORPORATION

INTER-OFFICE



TO: Carpenter Shop Foremen

FROM: W. E. Scott

SUBJECT: Asbestos DATE: October 14, 1977

Attached is a form to be used by the foreman in charge of the men cutting asbestos in the carpenter shop. Each time an employee cuts asbestos in the shop, he must report to the foreman before and after cutting the asbestos.

W. E. Scott
Maint. Eng.

WES:jl

Attachment