



TO Wally Williams DATE February 27, 1990
FROM Harry Hank SUBJECT Safety - Phase Training

A handwritten signature in dark ink, appearing to be 'Hank', written over the printed name 'Harry Hank'.

Your experience in the field will enable you to learn many things which will benefit you in your career with PPG. One of the most important things involves the development of your safety philosophy and the establishment of your safety standards.

The Phase Training Program has been developed to assist new supervisors with their safety training and development. The program consists of three segments or phases:

Phase I	-	Management's Commitment
Phase II	-	Rules and Procedures
Phase III	-	The Future

This memo initiates your participation in the Phase Training Program.

I would like to meet with you to begin Phase I of the program. Please call me and schedule an appointment as soon as possible. Until our meeting, please keep a positive safety attitude.

dtb

cc: R. J. Feldmeier
Jim Boyette