



Interoffice Communication

To P. E. Markey - Houston
From J. A. DeBernardi
Date January 25, 1980
Subject February Plant Visit - Background Information

Following is the information requested in your telefax of January 22 on the subject:

1) Overtime Statistics by Major Classification

<u>Department</u>	<u>O.T. - % S.T. Hours Worked</u>	
	<u>1978</u>	<u>1979</u>
Operations*	13.39	13.37
Maintenance**	9.36	19.40
Laboratory*	14.26	6.55
Office	5.63	7.97
Warehouse**	13.23	27.05
	<u>11.26</u>	<u>15.22</u>

* Does not include O.T. hours for holidays scheduled to work.

** Includes T/A Overtime Hours - 1978 1 T/A, 1979 2 T/A

2) Overall Absenteeism Rate

1978 - 3.54%
1979 - 3.90%

These calculated as percent of straight time hours worked.

3) Overall Turnover Rate

	<u>Total Plant*</u>	<u>Salaried*</u>	<u>Field</u>
1978	3.86%	7.69%	1.55%
1979	5.63%	7.41%	4.55%

* Includes salaried people transferred plus resignations and/or termination of permanent employees.

4) Organizational Chart

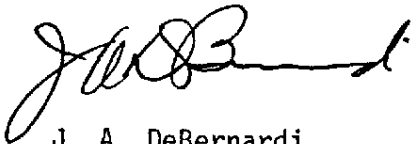
Attached is an updated chart.

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5) Description of 1979 Lost-Time Accidents

No lost-time accidents occurred at the VCM Plant in 1979.
At the end of 1979 the plant has operated 2,054 days, or
1,388,254 man-hours without a lost-time injury.

A handwritten signature in dark ink, appearing to read 'J. A. DeBernardi', with a stylized, cursive script.

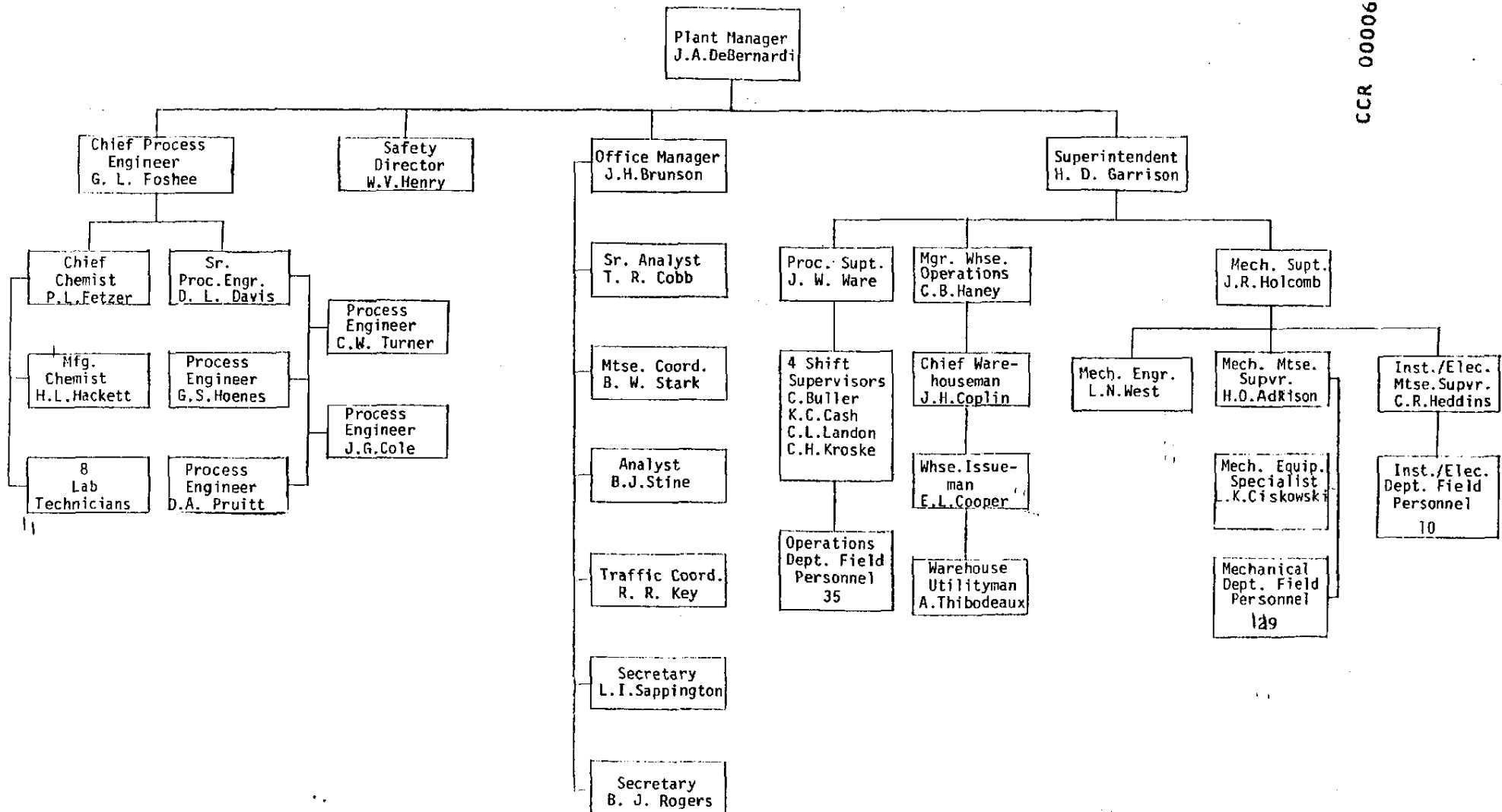
J. A. DeBernardi

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VCM PLANT ORGANIZATIONAL CHART

CCR 000066783



1/25/80