PLAINTIFF'S EXHIBIT

MGC-412

To L.D.K. + W.K.P.Jr.

JUN 16 1980

McGRAW CONSTRUCTION COMPANY, INC./ ENGINEERS & CONSTRUCTORS

MEMORANDUM

CONT. NO.

DATE: June 12, 1980

TO: Jack Thomas

FROM: D. L. Langhorne

SUBJECT: Coke Oven Employees - Medical and Surveillance Records

Attached is a form which is to be completed and maintained on file for individual employees working in the "Regulated Areas of Coke Ovens". The "Samples" referred to are taken by the Division of Hygiene of the Ohio Industrial Commission. When this monitoring data is received it will be placed in each individuals record file. Medical records will also be kept in these files when received.

Each new employee scheduled to work in the "regulated area" will be briefed on the "Coke Oven Standard" and "Respirator Procedures" prior to starting work. He will then sign the form. When an employee is terminated the date will be entered on the form and the record maintained as indicated.

These records will be placed on file in the Project Manager's Office at Armco Inc.

Enclosed are records for present employees. Please have them sign forms.

Please assist in any way on this in the way of a separate file. Note the maintenance of record req.
L.D.K.
6-16-80

Donald L. Langhorne

Donald L. Langhorne

DLL:kb

cc: E. D. Levey
Q. R. Reeder

Subject records being maintained in the Project Mgr Office
W.R.P.

McGCon 12396