

HILL and GRIFFITH Company

3637 Farnsworth Ave, Indianapolis, Indiana 46241
1-800-428-3102 * 317-241-9233 * (Fax) 317-248-7725

To: Carol Brandon and Charles Dickey

From: Lori Yeager *LYeg*

Date: April 22, 1997

Subject: Zurich America Visit on April 23, 1997

PLAINTIFF'S EXHIBIT

H&G-62

I have reviewed the September 1995 industrial hygiene survey that Kathy Schneider conducted for us. She made three recommendations during her visit. The first recommendation was to implement a written respiratory program. Carol stated that she believes one was written. If not, please contact me. I have a generic one we can put together. You should have received a copy of this program on disk. It is in Microsoft Word. You only need to go in and insert names of the people responsible for the program and the name of the plant. I would like a copy of the written program for my records.

The second recommendation was to have a written hazard communication program. I want a program to comply with the OSHA citation we received in September 1995. You should have a copy of this document, as well. If you cannot find this document, please contact me and I will send you a copy. It is my understanding that you are undergoing training on the hazard communication program at this time. You have the training guide that I left with you in September 1995. I would recommend teaching the employees about each section in an MSDS, plus show them the chemical list in the hazard communication program and how the chemicals they come in contact with affect them. They also need to know how to read hazard labels and what they mean, and how to fill them out.

The final recommendation that Kathy made in her report was the medical surveillance program. We do perform x-rays on our employees; we just do not have a written program for this. It is my responsibility and I hope to have it completed by mid-May to help us with compliance. Silica Emphasis Program.

Thus, I would recommend that you have a copy of Kathy's report, plus the respiratory hazard communication program for Mr. Harris to review. Per our conversation yesterday, we are also looking at the bagging operations for lifting hazards, lock-out/tag-out procedures, the lost worktime accident last year, and reviewing noise and dust levels. I have asked Mr. Harris to monitor the sand bagging process for silica exposure as we did not have this process documented in 1995.

HG-000130

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If you have any questions or I can be of any assistance during the visit tomorrow, please d
hesitate to contact me. I will be in the office all day tomorrow. I will come in early in cas
need to get any documentation to you. I usually go to lunch from 11AM - 12PM.

cc: Gary Follmer

HG-000131

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FAXED
4/22/97

FAX COVER SHEET

DATE: 4/22/97 TIME: 4:35PM

TO: Carol Brandon FROM: Lori Yeager

FAX: _____

RE: Visit tomorrow with Mr. Wade Harris of Zurich America

Number of pages including cover sheet: 3

Message

Please call if you have any questions in the morning. I'll probably
be in about 7AM just in case.

Have a nice day!

HG-000133

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