

To: PJK, RBN, PE Meaden

From: K. W. Birck
Date: January 26, 1989

Subject: VINYL CONTROL AUTOMATION - 1/24/89 MEETING NOTES

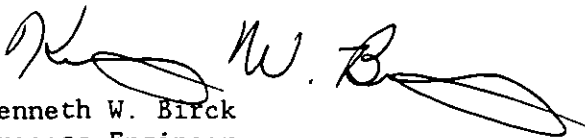
Interoffice
Communication

VISTA

Attached are the meeting notes from our 1/24/89 Vinyl Automation Meeting. The purpose of this meeting was to identify steps in the Vinyl production cycle that can possibly be automated and identify those steps that should not be automated. Information provided in this meeting will form the basis for automating the vinyl unit.

Several process designs are required to make field equipment compatible to control automation (listed in the attachment). Two primary process design milestones exist prior to the project kickoff expected in August 1989. The first is to have budget designs and process scope definition by February 10, 1989, and the second is to complete class "A" process designs by April 10, 1989. These deadlines have been set to provide budget and definitive quality estimates, respectively, in time for the 3rd and 4th quarter budgets.

Your cooperation is needed to ensure we meet these deadlines. Please let me know if and when you could be available to review these guidelines.


Kenneth W. Birck
Process Engineer

CC: VLT, DFJ, CJM, KGA, REP