

INTER-OFFICE MEMO

TENNECO OIL P&M

To D. M. Hersh

At Flemington

DATE **June 5, 1984**

FROM R. A. Donovan

AT Flemington

COPY TO

SUBJECT Activity Report
May, 1984

I. SAFETY

There were no Restricted Duty or Lost Time injuries in the Production, Warehouse or Boiler House Departments during the month.

May's shift safety meeting was on RCRA.

On May 23, 1984, the Production Department was awarded a Citation of Merit by the Warren-Hunterdon Safety Committee for working through 1983 without suffering a disabling injury.

II. STATISTICS

Attachment I Production Summary

Attachment II Production & Loss Report

Attachment V Overtime Analysis

III. PERSONNEL

On May 14, Production operations were suspended due to high inventories and low sales. As a result, fourteen (14) ICWU employees were laid-off. The Plant is scheduled to restart on June 18.

The monthly Communication Meeting was held on May 8.

A second step Grievance Meeting was held on May 14, 1984.

Attended United Way Dinner on May 7, 1984.

Attended a seminar workshop on Costing Out the Labor Agreement on May 9, 1984.

Attended Raritan Township Industrial Committee Luncheon on
May 22, 1984.

VIII. VULNERABILITIES

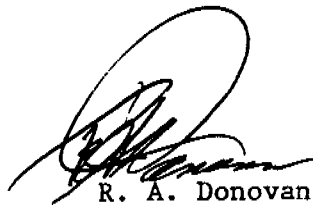
Nothing to report.

IX. INDUSTRY TRENDS

Nothing to report.

X. GENERAL COMMENTS

Nothing to report.



R. A. Donovan

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