

INTER-OFFICE MEMO

TENNECO CHEMICALS, INC.

To All Laboratory Technicians At Burlington

DATE August 27, 1973

FROM H.R. Horton

At Burlington

COPY TO file

SUBJECT Safety Meeting - September, 1973

All technicians will be required to attend the September Safety Meeting with Production. The subject will be "Use of Fire Extinguishers".

The safety meeting, which would normally be held on Monday, September 3rd, will be held on Tuesday, September 4th due to the Labor Day weekend.

H.R. Horton
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HRH/jst