

HF/MB.

18th April, 1940.

Dr. W.F. de Villiers,
Ranover House,
34, Bird Street,
Port Elizabeth,
SOUTH AFRICA.

Dear Dr. de Villiers,

We have just been advised by the Asiatic Petroleum Company that the local Shell Company's Ethyl blending plant at Port Elizabeth has now been completed and is due to commence operations in May. They also advised us that they have approached you with regard to the medical supervision of the workmen, and we are given to understand that you are willing to undertake this work.

In case the general situation is not quite clear to you we are taking this opportunity of giving you a brief outline of our relationship. It is the policy of our Company to maintain at our expense medical consultants in each country in which Ethyl Fluid is handled. We only sell Ethyl Fluid to oil companies who take out a licence agreement with us, and one of the terms of the contract is that they must follow our specific recommendations regarding the handling and blending of Ethyl Fluid, and also give free facilities to us to undertake the medical examination of their workmen who are engaged in handling the Fluid. If you are willing to take up this work it is clear that you will be acting on our behalf and should, therefore, report directly to us.

We are sending you herewith a copy of a Folder entitled "Information Concerning the Properties, Handling and Mixing of Ethyl Fluid", in which will be found very full information dealing with the complete subject. Included in this Folder will be found a copy of a booklet entitled "Regulations for Handling & Mixing Ethyl Fluid", which Regulations, of course, have been issued to the oil company and are required to be observed by them.

We are also enclosing separately a copy of a booklet entitled "General Advice to Medical Consultants", and also some medical inspection report forms. Form M.1. is intended to be used as a bare report on the initial acceptance of a

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workman for blending, and Form M.2. is for routine examinations at later dates.

Our normal practice is to request that examinations be made every three months at least for the first year or so of the plant's existence. The medical reports should be returned to us at the above address, where we file them. If the local oil company wishes to receive a copy of a report there is, of course, no reason at all why it should not be given to them.

Under normal conditions it is our practice to carry out mechanical inspections of the Ethyl blending plants by one of our representatives, but in the present circumstances it is clearly impossible for this procedure to be followed.

Our entire medical organisation is directly controlled by our Chief Medical Consultant, Dr. Robert A. Kehoe, of the Department of Physiology, College of Medicine, University of Cincinnati, Cincinnati, Ohio, who will doubtless be writing to you direct confirming your appointment and also dealing with the purely medical aspect. You should consider yourself entirely free to correspond with Dr. Kehoe on any related questions of medical interest.

The Folder which is being sent to you with this letter contains a complete description of the essential features of an Ethyl blending plant and its mode of operation. In the present circumstances since we are unable to visit the various Ethyl plants we have requested our medical consultants to report any irregularities to us. The main points which require attention are:-

- (1) Frequency of blending, which should be limited to six times per month.
- (2) The general condition of the blending plant.
- (3) The occurrence of any leakages.
- (4) The condition of storage of the barrels of Ethyl Fluid. These, of course, must be kept on the proper storage platform.
- (5) The condition of the protective clothing and gas masks, etc.

We would be grateful if you could write to us and advise us of your willingness to act on our behalf. The normal fee which we pay is £20 per annum, payable half-yearly on the 1st January and the 1st July, this, of course, being exclusive of any travelling or special laboratory expenses. If these arrangements are acceptable it would be appreciated if you would send us a statement of your fees and expenses as indicated above, and also indicate the manner in which you would like to receive payment.

Yours very truly,

H. FOSSETT.

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