

Monsanto

FROM NAME & LOCATION:

J. A. Glass - LP&S

OSC *Stems*

PLAINTIFF'S EXHIBIT

MON-1020

DATE

May 23, 1977

cc J. F. Carlisle
J. G. Trafton

Office Safety Committee

REFERENCE

TO

W. R. Furley

Congratulations! You were chosen at the last meeting of the Safety and Housekeeping Action Committee to become chairman of the Office Safety Committee for one year beginning June 1, 1977.

The purpose of this committee will be to provide safety programming of all types, including safety meetings for office personnel wherever their offices may be located. It is expected that field based clerks will be involved in the unit where they are based, but they may also participate in all plant-wide office safety activities.

You will succeed Chuck Yoas in this assignment and I recommend that you discuss his experiences in leading last year's office safety committee.

You will be joined on this committee by the following:

Grace Warren	Materials Handling
Bob Wheeler	19-25-27-29
Ellen Harris	Instrument Department
Dorothy Boyd	Process Technology
Billy Garrett	Plant Services
Weldon Nonnenmacher	Loss Prevention & Safety

In accordance with the policy statement of the Plant Manager's Safety Board, the Loss Prevention and Safety representative on this committee should link the committee to the PMSB through the LP&S superintendent. Prior to the expiration of your term, the committee will nominate your replacements. Final selection will be made by SHAC.

Safety meetings for office workers will normally be scheduled on a quarterly basis. Additional meetings can be held at the discretion of your committee whenever there is a subject of particular interest or when there is a special need. We would expect the Office Safety Committee to participate in, and fully support, all plant-wide safety programs.

I am especially pleased about your appointment, Russ, and I am looking forward to working closely with you and the members of your committee in assuring another outstanding Office Safety Committee in the coming year.

Arnold
J. A. Glass

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