PLAINTIFF'S EXHIBIT
KRC-114

INTER-COMPANY MEMO

KOCH INDUSTRIES INC

J R. Harris

DATE JULY 01, 1992

TO ALL SUPERVISORS

CC: BOB ALLEN
CATANA PAINTER

FROM CURTIS HENSON

SUBJECT FILM LIBRARY

In an effort to improve and better utilize the videos within our refinery, a film library is being established in the Information Services Library. The centralization of our films will help with accessibility and avoid purchase duplication. Films will be issued and maintained by the Information Services group.

If you presently have refinery videos, training or safety videos that are not presently in use please send them to Catana Painter in Information Services. All videos will be cataloged and a list made available. Videos that contain proprietary information will be issued at the department managers discretion.

If you have any questions please call Information Services 8361 or the Training Department 4767.

Thanks.