



Interoffice Communication

To R. D. Gamblin - Houston Chemicals
From J. A. DeBernardi
Date May 5, 1982
Subject Contract, Casual & Temporary Personnel

The following is presented in response to your telefax of May 4 on the subject.

- 1) We do not have any casual employees that have been employed longer than two months. Presently have 5 casual employees in the maintenance department doing turnaround prefabricated type work. Anticipate they will be gone prior to June 15. Also, have a stenographer on casual payroll at present doing turnaround paper preparation work, warehouse stock reduction paper work, and we intend to use her after the turnaround to begin micro-filming of OSHA and environmental records. Anticipate she will be needed till the end of July.
- 2) Three temporary employees were on our payroll on December 31, 1982. One was an Instrument person on probation leading to permanent employment, and was terminated. One was a Warehouse Clerk, and was terminated. One is a Utility Breaker in probationary period leading to permanent employment, will become permanent at end of May, 1982.
- 3) One contract Mechanical Engineer was being used by the plant on October 1, 1981. This person is on Stubbs-Overbeck payroll, but we are being billed monthly for his time. He is officed at the VCM Plant. Present plan is to replace this contractor with M.E. on loan from Ponca City to LCCP. Expect the contractor to be released by July 1, 1982.
- 4) We have not had any technical personnel attrition 1982-to-date. Do not expect any attrition of technical personnel to occur the remainder of 1982.
- 5) One employee on temporary payroll leading to permanent employment as Utility Breaker on March 31, 1982. Will become permanent at end of May, 1982. This employee was mentioned in item 2 above, but was not included in field payroll count given in my April 21 Plant Manpower Analysis letter. Since March 31 we have one additional employee on the temporary payroll leading to permanent employment as an Instrument person in the Maintenance Department. This person was not included in the March 31 count given in the April 21 letter.
- 6) Summer engineer hiring in 1981 was two. Summer engineer hiring in 1982 is one. We do not have a Co-op hiring or employee dependent summer program at the VCM Plant.

A handwritten signature in dark ink, appearing to read "J. A. DeBernardi".

J. A. DeBernardi

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