→ To Fred Holzapfel 5-20-71
From Bill Ross

DRAFT Got this preliminary copy from Elmer Wheeler

J. R. Eck

May 19, 1971

Mr. J. N. Ehlers
Mr. T. K. Smith, Jr.
Dr. R. E. Kelly
Mr. E. P. Wheeler

Corporate Procedure - Evaluation of Proposed New Products and Processes

My memo of May 3, 1971

Messrs. C. E. Anagnostopoulos
E. S. Bauer
W. H. Bromley
A. J. A. Bryan
J. E. Crawford, Jr.
C. P. Cunningham
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{Current product Legislative

(1) The recently announced corporate procedure for the evaluation of proposed new products and processes places the responsibility for this evaluation in the Medical Department based on a request for evaluation from the concerned division. To make this procedure administratively workable, it would seem advisable that there be one person in each division who is responsible across all product lines for coordinating that division's contact with the Medical Department in implementing this procedure.

In addition to the above, there are two other related areas involving current products in which the Medical Department needs to establish liaison with the divisions. These are:

(2) 1. Responding to inquiries from customers concerning the environmental effects of the products we sell them (with regard to the customer's employees, consumers and the environment to which the material is ultimately released).

(3) 2. Inquiries which Monsanto needs to make of its suppliers comparable to those in #1, above.

It would seem to me that the responsibility for liaison with the Medical Department in each of these three areas should rest with only one person in each division and in some cases it may be convenient for one person in the division to maintain the liaison in two or even all three areas i.e. new product evaluation, customers' inquiries and suppliers' inquiries.

While limiting the liaison responsibility to one person per division for all of these areas may not be feasible, it is also apparent that with ten divisions involved and three areas of concern the Medical Department could have as many as thirty people with primary responsibility for Medical Department contacts. I feel that if the number were this large, the entire program might well become unwieldy and

ie. No more than 3 people. Preferably only 1 person } to cover (1), (2) and (3).

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inefficient.

You may wish to have someone in your division explore this matter further with the Medical Department to insure the efficient operation of this procedure but, in any case, please make your liaison appointments promptly since we now have customer inquiries in hand and this program needs to get underway as soon as possible.

J. R. Eck

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