

FGG: JEL: MMG: RF
XF: None

TO: W. J. B. Vogel

FROM: Tom Grumbles
DATE: September 9, 1985

Interoffice
Communication

SUBJ: MATERIAL SAFETY DATA SHEET COSTS

VISTA

Thank you for your prompt response to my proposal. I have spoken to Pat Cain in controllers and established the following charge code in the unclassified area for Material Safety Data Sheet production and printing:

8611-6100-55-28-14	Alkylate products
8611-6400-55-28-14	ALFOL Alcohol products

I have enclosed a copy of the approval letter for your records.


Thomas G. Grumbles

ajo/7

Enclosure

VVV 000016650

Interoffice
Communication

TO: Distribution

FROM: T. G. Grumbles
DATE: August 26, 1985

SUBJ: MATERIAL SAFETY DATA SHEET COSTS

VISTA

I am proposing that the costs of administering the company's Material Safety Data Sheet (MSDS) program be charged back directly to the respective business areas.

With the promulgation of the OSHA Hazard Communication Standard, effective November 25 of this year, MSDSs have truly become a cost of doing business. The standard requires that MSDSs must be prepared and distributed to customers for all hazardous materials as defined by OSHA. The majority of Vista products are hazardous. Product liability concerns dictate that even non-hazardous materials, by OSHA definition, be treated in the same manner.

To accomplish the above proposal new charge codes would have to be established for this work and charges received by me for preparation, printing, and distribution would be distributed appropriately. Print was done by Ponca City in the past and little historical data is available to estimate costs. However, based on six months of outside service costs, total program costs for the next year are estimated to range from 35M to 40M. This is variable based on the number of new MSDSs needed and modifications needed on existing sheets. Based on the percentage of total products, an upper estimate per business area for budget purposes would be: 30M Surfactants; 8M Industrials; 2M Plastics.

If you agree with this proposal, please indicate by initialing by your name below and returning to me. At that time, the details of charge code numbers, etc. can be worked out.

If you have questions on the above, please contact me at X3445.


Thomas G. Grumbles

ajo/7

cc D. A. Kuhn
J. A. Ball

Distribution:

W. J. B. Vogel
R. J. Andersen
H. R. Flammer



VVV 000016651