



POLYMERS, INC.

(COMPANY)

INTEROFFICE COMMUNICATION

TO: Flemington
FOR: D. M. Hersh
FROM: S. P. Robbins
RE: Activity Report for Month
of January, 1984
Employee Relations & Medical Departments

DATE: February 1, 1984

Safety: There were two 1st Aid cases reported during the month.

<u>Statistics:</u>		<u>Prod.</u>	<u>R&D</u>	<u>Jan.</u>	<u>Y-T-D</u>
<u>Medical:</u>	Pre & Reemployment Exams	0	0	0	0
	Annual & Semi-Annual Exams	9	5	14	14
	Accident Treatments	2	0	2	2
<u>Personnel:</u>	Employment Applications Logged	17	124	141	141
	Employment Interviews	0	0	0	0
	Insurance Claims	55	9	64	64
	Employed & Oriented	0	0	0	0
	Terminations	0	0	0	0
	Transfer In	0	0	0	0
	Transfer Out	0	0	0	0
	Promotions	0	0	0	0

Costs: Personnel Budget - All expenses for the month are within the Personnel budget.

Medical Budget - All expenses for the month are within the Medical budget.

Personnel & Labor Relations We have received 210 resumes for chemist openings in Research and Development from our current ad.

Mr. J. P. Kelly, Vice President of Personnel, visited the Flemington site on January 24, 1984 to discuss personnel goals for 1984.

Attended the Management Sequential Safety Meeting on January 26, 1984. Goals for 1984 were discussed.

Attended the I.U.O.E. 3rd Step Grievance Meeting on January 27, 1984. Grievances discussed were mandatory overtime, outside contracting and a 3-day suspension for excessive absenteeism.

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Attended the I.C.W.U. and I.U.O.E. Communications Meeting on January 30, 1984. Topics discussed were the business situation, upcoming projects, completed projects, and hourly service award luncheon.

All employees were recalled from the layoff effective January 9, 1984.

The utilization analysis and workforce summary (EEO/AAP) have been submitted to Houston for review.

A new xerox is on order with an approximate cost savings of \$3,600.00 per year.

The I.C.W.U. currently has nine upcoming arbitration cases in 1984. In discussions with Larry Adams, several of these cases may be withdrawn. Additional conversations with the Union officials will be necessary before the total number of cases will be known.

<u>Grievances:</u>	<u>ICWU</u>	<u>IUOE-Maint.</u>	<u>IUOE-BH</u>
Year-to-Date:	1	3	0
Initiated During the Month:	1	3	0
Pending Arbitration	9	0	0
Arbitrated Y-T-D	0	0	0

Reprimands:

There were three verbal reprimands issued during the month; 1 for failure to punch time card, 1 for failure to wear safety glasses and 1 for failure to remove tails from lab. There was one written and two three-day suspensions given for refusing mandatory overtime.

Strength:

<u>Exempt</u>	<u>Non-Exempt</u>	<u>Hourly</u>	<u>Total</u>
50	30	44	124

Flemington's Injury and Illness Report is attached.

Major Projects & Ongoing Programs: Nothing to report.

Capital Program: Nothing to report.

Opportunities: Nothing to report.

Vulnerabilities: Nothing to report.

Industry Trends: Nothing to report.

General Comments:

- Attended the Community Meeting of Congresswoman Marge Rokema on January 21, 1984.
- Attended the Hunterdon County Chamber of Commerce Industrial Council meeting on January 25, 1984.
- Higgins' arbitration case will be heard on February 22, 1984.
- The temporary employee arbitration case will be heard on February 29, 1984.

S. P. Robbins

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SPR/drm

Attachment

cc: P. Cravey
M. Harris
J. Kelly

LONG TERM ABSENCE REPORT

Flemington Copolymer Plant

Name	Job Title	Illness or Injury	Date of Occurrence	Work Connected or Personal	Anticipated Return	Remarks
D. Fleming	Mechanic	Cervical sprain	12/21/83	Personal	2/8/84	Return subject to medical exam.
L. G. Adams	Reactor Op.	Heart Problem	1/22/84	Personal	2/2/84	Return subject to medical exam.
S. Povelko	Dryer Op.	Low back	1/21/84	Personal		Returned 1/28/84
J. Mains	Reactor Op.	Ulcer	1/22/84	Personal		Returned 1/31/84