EXHIBIT
CSR-339

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AUSTRALIAN BLUE ASBESTOS PTY. LTD. ~~LIMITED~~

TELEGRAPHIC ADDRESS
"BLUEASBESTOS" WITTENOOM

WITTENOOM GORGE
WESTERN AUSTRALIA

OAA.JMI.

24th September, 1962.

PRIVATE - P897.

The General Manager,
C.S.R. Co. Ltd.,
Building Materials Division,
O'Connell St.,
SYDNEY.....N.S.W.

Dear Sir,

ANNUAL STAFF REPORTS.

I submit herewith my reports on A.B.A. Staff Officers for 1962.

Yours faithfully,
AUSTRALIAN BLUE ASBESTOS PTY. LTD.

O A Allan.

(O. A. ALLAN)
(MANAGER).

W. B'hurst
I agree with the proposed increases, with the following exceptions.
W. Claus £75
Mulholland 35
B. Simpson No increase
Starcevich - -

28.12.62

(4)

C 4200

AUSTRALIAN BLUE ASBESTOS PTY. LTD.

REPORT ON STAFF

MINING DEPARTMENT

W. CLAUS Mine Foreman

Mr. Claus has carried out his duties most satisfactorily. He has not spared any effort in trying to maintain his schedule and increase production.
I would recommend an increase of £100 in salary. £1200

A. MULHOLLAND Ventilation Officer

Mr. Mulholland obtained his Supervisors Certificate last year. He has worked conscientiously this year and has coped with the difficult job of maintaining good ventilation throughout the mine very satisfactorily.
He has taken a very keen interest in Wittenoom Club affairs. £1050
He was married during the year.

G. COOPER MINE SURVEYOR

Mr. Cooper has now completed his Surveyors Certificate and his thesis. This makes him fully qualified.
He has worked very hard and has covered a wide range and volume of work most satisfactorily. He will eventually become Chief Surveyor on Mr. Powells retirement but, at present, he is a trifle unstable and immature. He has taken a very active interest in Wittenoom Club affairs and has been instrumental in placing the Club on a proper basis again. His salary will be raised to £2000 as from 1-10-62.

J. CRAWFORD SHIFT BOSS.

Has worked well and has been showing considerable improvement in his handling of men.

T. SIMCOCK SHIFT BOSS

Satisfactory but not making the progress which I anticipat

A. GILBERT SHIFT BOSS

Has worked very satisfactorily. He is very keen and active despite his age.

S. ALBERTI SHIFT BOSS

Slow but trying hard.

H. HORROCKS SHIFT BOSS

Keen and very energetic and working most satisfactorily.

C 4201

J. ROSENTUS SHIFT BOSS

Avery capable and experienced Shift boss. He joined the staff in January I962, and has worked very well. He is a potential Mine Forema and will probably relieve Mr. Claus during his leave.

J. CARRARA SHIFT BOSS

Joined the staff in June I962. A quiet and unassuming fellow . He is efficient and methodical and will be a very useful staff member.

W. Van MIERLO SHIFT BOSS

Joined the staff in April I962. He is the weakest of the shift bosses. He tries hard butndoes not make very much impression. He is improving but will need plenty of guidance and supervision.

J. COLGROVE MINE SURVEYOR

A slow but methodical and quite efficient surveyor. He has a strange personality and does not appear to mix well with other staff. H was reluctant to work any extra time and was rather anti-company. However, after discussions he appeared to have improved. I doubt if he will stay with the company for he has made several applications for other positions.
His salary is £I500 and I would recommend an increase to £I575.

W. ROBINSON SURVEY ASSISTANT

Was transferred from Perth Modelling Works to the Clerical section. He worked well here but when a vacancy occurred in the Survey Department he asked to be considered.
He has done well in his new position and his work is quite accurate. He is keen and enthusiastic and has commenced a course with the School of Mines.
He is a littke erratic and unstable in his behaviour but I feel that w have a very useful officer in Mr. Robinson.

C.E. LUCAS FIRST AID OFFICER and STOREMAN

Joined the company in April I962. He has not yet shown any marked enthusiasm or outstanding characteristics. He is a highly quali ied first aid officer and performs this part of his job well.
He does his statistical and clerical work satisfactorily but has not shown any signs of wanting to improve his position or the scope of hi job. He is, perhaps, consolidating his present job but I would like t see him display more interest.

E.H. GURNEY GEOLOGIST

Joined the staff in January I962. after completing his University course at Brisbane.
He has concentrated on geological and drilling work and has done ver well. He is very capable and enthusiastic and I am sure he will develop onto a very sound officer.

C 4202

MILLING DEPARTMENT

P.M.McKENNA MILL FOREMAN

Has been ill several times this year and at present is hospitalised in Perth.He has not worked as well as previously but I feel that this is a direct result of his poor health.
It is doubtful if he will be able to return to work in the plant, but this will be decided upon after we have seen a report from his Doctor.

O.J. PINKAVA QUALITY CONTROL OFFICER

Has worked well and generally given satisfaction. He has been rather lax in his control over some fibre shipments but it appears he has been overruled in his decisions.
He has done a large amount of testing and experimental work and seems to enjoy hard work.
His results are accurate.

E. ROSSI SHIFT BOSS

Is at present Acting Mill Foreman during Mr. McKennas absence. He is a very hardworking and conscientious officer - very keen on his job, and appears to get good results from the men.
I would recommend that he be given a bonus of £25 for his relieving work..

Agree

J. RYBARCZYK SHIFT BOSS

Has carried out his duties satisfactorily and has improved his work and knowledge of milling considerably.

B. SIMPSON SHIFT BOSS

Has not worked as well as expected. His control of both plant and men has not been good and he appears slow to learn. He is given ample instruction but is inclined to be lazy. If his performance does not improve we shall have to dispense with his services.

Why give an increase?

C.McAVAN SHIFT BOSS

Joined the staff in June 1962. He was previously a fitter and has always shown interest and keenness in his work. He is working well but needs guidance and more confidence. I am sure he will improve. He is a pleasant chap and a good citizen and family man.

ENGINEERING

W.J.SPEEDIE ELECTRICAL FOREMAN

Has given good service. He has worked hard but his section has been hampered by lack of tradesmen.
His relations with other staff have improved.

J. DUTTON TRANSPORT FOREMAN

Has worked satisfactorily. He has had a very difficult year in the transport section and fleet appears to be in better shape now than for some time. He seems to handle his men well but is rather short tempered at times. He is a willing worker and one who demands a good standard of efficiency from his men.

J.D. PAGE SURFACE FOREMAN

Joined the staff in late August.
He was well recommended and I like the way he is approaching his job. He is most enthusiastic and energetic and keen to do well. He has a big programme ahead of him but if he maintains his initial effort, he will be most satisfactory.

Messrs. Mungavin and Clay were dismissed during the year.

Mr. Mungavin had been with the company for nine years but his general outlook and attitude had deteriorated badly. He did not carry out instructions properly and constantly altered plans after a decision had been reached. His poor supervision of maintenance work caused many production delays and his indifferent handling of men caused considerable trouble with the Unions.
A replacement has been obtained.

Mr. Clay was dismissed as unsuitable. His work was inaccurate and he stayed away from work too often without any reason.
A replacement has been obtained.

ACCOUNTING

J.K. MORRIS PAY CLERK

Has maintained his good record for keen, neat and accurate work. He relieved the Paymaster during leave periods and carried out his duties most satisfactorily.

R. GARSIDE LEDGERKEEPER

Appears to have improved somewhat, but his work is not accurate. He is quite conscientious and enthusiastic but he does not appear to have sufficient drive and ambition.
He passed two more subjects in his Accountancy course.

A. REIJMEIJER CLERK

His work has been very satisfactory. He relieved Mr. Georgem in the Retail store and coped with the various duties very well.

M. STARCEVICH CLERK

Joined the staff in April 1962.
He does his work well but does not seem to be interested in improving himself. He has a strange manner and is rather temperamental. I cannot see any future for him here. No increase

W.G. BEATON CLERK

Joined the staff in June 1962.
His work is neat and accurate and he appears to get on well with his fellow staff members. I consider that he will develop into an useful staff member.

N. BENNETT CLERK

Has been assisting in the Warehouse. He has been understudying Mr. Perry with a view to eventually assuming control in that section. However, his efforts to date have been poor and I cannot see that he will ever be capable of doing that job. He is not active enough but his clerical work is generally neat and accurate.

S.G. PERRY WAREHOUSEMAN

Was transferred here from Perth Modelling Works.
He has had the very difficult job of moving the warehouse to its new site in Colonial Gorge and reestablishing it. He did this job very well and he is now really trying to make a success of his position.
He needs and is getting careful supervision and guidance. His enthusiasm at times is likely to run riot but he is easy to control.
He has completed his Accountancy course and also two subjects in his Secretarys course.
I like the way he has approached this job and the warehouse should become an efficient section under his leadership.

C 4205

Mrs. J. IOPOLLO TYPISTE

Joined the staff on September 1st.
She has settled down very well and her typing is neat and accurate. She is getting the feel of the job and it will not be long before she is coping with all of the work very satisfactorily.

D.F. BACOTT RETAIL STORE MANAGER

Has maintained his good record of service. He works long hours but I feel that this is due to lack of planning rather than too much work.

W. GEORGENYI ASSISTANT STORE MANAGER

I feel that Mr. Georgenyi has been here too long. He is concentrating far too much on outside activities and allowing his mai job of assisting in the operation of the store to fall behind. He is a difficult man to control and is too prone to take matters into his own hands. He is quite a capable officer but a move from Wittenoom would be beneficial both to us and to him.

P.T. JOHNSTON HOTEL MANAGER

Has again been most inconsistent in his performance. He ha had a very busy gas year with tourists and house guests and bar trade has been brisk. His trading results were good but they would improve considerably if he took a more active part.
His salary arrangement was altered during the year to £1750 plus 4½% of profits and at this figure he is very well paid.

Mrs. P.T. JOHNSTON HOUSEKEEPER

Has maintained a high standard in the hotel but is inclir to grumble too much.
She is very keen to run the house side of the hotel in a neat and efficient manner but she does not get much help from Mr. Johnston. It is quite likely that a change will be made in the hotel manageme in the near future.

MEDICAL and SAFETY

Dr. G. OXER MEDICAL OFFICER

While he has attended to the health needs of the commu
ity very well I think that he is spending too much time trying to
rewrite the history of the North West by exploring the country areas
aroundnW/ttenoom. This is a hazardous occupation and several times h
has been picked up at the point of exhaustion.
His popularity amongst the townspeople has declined and people are v
iting doctors in Port Hedland rather than consult him.
His attitude towards the Safety campaign is most inconsistent and at
times I find him very critical of the Company's policy and Safety
programme.

F.E. HOPE SAFETY OFFICER

Appears to be settling down into the safety work and the
results are improving. He will need considerable training in Safet
and Personnel work. He requires careful and constant supervision
and his approach to some staff members leaves a lot to be desired.
A good deal of this may be attributable to his previous background.
He is very keen and conscientious and has an amazing capacity for
work. I feel that he has the basic qualifications for this positio
and with the proper training and guidance he will become an effici
officer.