

Monsanto

FROM (NAME & LOCATION) J. A. Glass, LP&S, Texas City O-22

DATE	June 23, 1982	cc	G. L. Tromblee	O-10
			PMSB	
SUBJECT	OFFICE SAFETY COMMITTEE 1982-83		SHAC	
REFERENCE			E. P. Bailey	OA-16
			H. E. Crow	O-12
			M. T. Devore	51D
TO	: Ernestine Chuoke	56D	E. R. Dupuis	OA-6
	Richard Curtis	O-20	J. E. Fox	O-22
	Greg Escamilla	2R-8	J. Gaviria	56D
	Vicki Lassiter	51D	D. W. Metten	OA-19
	Sylvia Pierce	OA-8	M. A. Riddle	O-22
	Bill Reid	OA-19	E. N. Steele	PER
	Sylvia Rodriguez	SS-18	P. A. Trost	O-20
	Don Treleaven	OA-16		
	Margie Vogtman	PER		

Acting on the recommendation of the outgoing Office Safety Committee and the Safety and Housekeeping Action Committee (SHAC), the Plant Manager has appointed you to serve on the Office Safety Committee for a one-year term beginning July 1, 1982. Greg Escamilla will be chairperson and Ernestine Chuoke will be secretary.

The purpose of this committee will be to provide safety programming of all types including safety meetings for office personnel wherever their offices may be located. It is expected that field-based clerks will be involved in the unit where they are based but are also expected to participate in all plantwide office safety activities.

In accordance with the policy statement of the Plant Manager's Safety Board, the Loss Prevention and Safety representative on this committee should link the committee to the Plant Manager's Safety Board through the Loss Prevention and Safety Superintendent. The LP&S representative to the committee will be Mark Riddle. Prior to the expiration of your term, you, as a committee, will nominate your replacements. Final selection from the nominees will be recommended by SHAC to the Plant Manager.

Safety meetings for office workers will normally be scheduled on a quarterly basis. Additional meetings can be held at the discretion of your committee whenever there is a subject of particular interest or when there is a special need. We will expect the Office Safety Committee to participate in and fully support all plantwide safety programs.

We think an outstanding group has been selected for this committee and we are looking forward to working closely with you in assuring another outstanding Office Safety Committee for the coming year.

Arnold
J. Arnold Glass

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