ETHYL GASOLINE CORPORATION
CHRYSLER BUILDING

NEW YORK, November 30, 1936

Circular Letter
No. W-132

COPY FOR _____

TO ALL DIVISION MANAGERS

Gentlemen:

Dr. Machle has called several matters to our attention in connection with the records we are keeping on tanks at blending points.

The originals only should be sent to the laboratory at Cincinnati, after having been copied by the division offices.

On card No. 2 all the tanks should be reported, both those used for blending at any time and those which have only been used for the storage of leaded gasoline at blending points. Full reports can be made on those having been used for blending, whereas several items you will not be able to fill out for those which have only been used for storage. However, all questions should be answered as fully as possible.

Under question No. 51, include straight run gasoline with the natural gasoline.

Under question No. 44 on circulation, state whether it is in your opinion adequate and write in "one time, two times", etc., indicating how many times the tank is turned over.

The water bottom at the bottom of the tanks is not also clearly indicated but should be marked in inches as 1, 2, etc.

The Medical Department feels on the whole that the men are doing this job in fairly good fashion. We would point out, as you have probably already realized, that it is going to be a long job and somewhat tedious one but an absolutely essential one if we are to get the correct background for future activities.

Very truly yours,

J. C. Taylor

By T. V. Lewis

W:GCL

cc: Dr. W. F. Machle