

Monsanto

FROM (NAME & LOCATION)

J. Arnold Glass

PLAINTIFF'S EXHIBIT

MON-1690

DATE July 14, 1975 cc. Plant Manager's Safety Board

SUBJECT Safety & Housekeeping Action Committee (SHAC)
REFERENCE (Minutes of Meeting - July 8, 1975)

TO : SHAC Committee Members

Present: A. J. Bolton J. L. Rasmussen
C. L. Gilmore R. Rosenberg
J. A. Glass L. Schwab

Purpose: To make plans for Annual Plant Inspection

Assignment of preparation responsibilities:

1. 1974 Plant Inspection Report - Review and Resolving
Recommendations - Glass
Target Date: Bring back to SHAC for review - August 15.
Answers and whole book - September 15.
2. Review of Overall Inspection Schedule and Recommend
Changes - Rasmussen
Target Date: Sept. 1
3. Prepare proposal for "fixed" portion of Inspection book (excluding
"THEME" portions) - Glass - (Steele)
Target Date: August 15
4. Entertainment Proposals - Bolton
Target Date: August 15
5. Plant Preparations Plans - Schwab
(to include 3 phases)
 1. Sept. 1-15 - Early enough to get started on
long-term items
 2. Sept. 15-Oct. 1 - Check on progress on long-term
items - begin pick-up schedule
 3. Week before - Final itemsTarget Date for preliminary plans - August 5
6. Publicity - Rosenberg
Target Date for preliminary plans - August 15

STG 2430416

The next meeting of this committee will be July 15 at 1330 in the Cafeteria Conference Room. Subject: In-Plant Traffic Problems

SC 13566


J. Arnold Glass

LAM014785