



ESCAMBIA PLANT
INTEROFFICE MEMORANDUM

To: A. K. McMillan

Date: 10 October 1973

From: J. F. Odom

Copies:

Re: Monthly Report - Personnel Department - September, 1973

PERSONNEL

Activity for the Month

<u>Division</u>	<u>No. of Employees 8/31/73</u>	<u>Sep. Add./ Trans.</u>	<u>Sep. Separa./ Trans.</u>	<u>No. of Employees 9/30/73</u>	<u>Sep. 1973 Budget</u>
Plant Admin. & Process	155	10	1	164	164
Plant Engr. & Maint.	93	2	0	95	102
Lab. & Effluent Control	16	0	0	16	17
Personnel & Safety	8	0	0	8	8
Purchasing & Traffic	8	0	0	8	8
Financial	24	1	3	22	25
Ag. Chem. Sales	12	1	0	13	13
PVC Sales	3	0	0	3	3
Pilot Plant	<u>5</u>	<u>0</u>	<u>0</u>	<u>5</u>	<u>5</u>
Total Escambia Plant	324	14	4	334	345

<u>Carroll Construction Company</u>	<u>No. of Employees 8/31/73</u>	<u>No. of Employees 9/30/73</u>
Office	3	3
Maintenance		
Insulators	1	1
Mechanics	9	17
Yardmen	2	2
Trashmen	2	2
Laborers	11	8
Janitors	6	6
Painters	<u>3</u>	<u>3</u>
Total Maintenance	34	39
PVC Laborers	12	14
Area B Laborers	<u>16</u>	<u>15</u>
Total Carroll Construction Co.	65	71

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PERSONNEL (Cont'd.)

The actual number of employees at the Plant on 30 September 1973 is 11 less than budget. Considerable time has been spent this month in screening and interviewing applicants for job openings in conjunction for the start up of the Methanol Plant. We have continued to coordinate the staffing requirements of the total plant with the shutdown of the DNT Plant and the start up of the Methanol Plant.

The labor turnover rate on regular employees at the Escambia Plant was 0.90 during September, 1973.

We had 118 walk-in applicants, 96 applications were issued and 87 were interviewed. We tested 74 applicants, five were retests. Fourteen were women, the balance males. We received 7 applications and 224 resumes by mail.

SAFETY

The Pensacola Plant worked 51,526 man-hours during the month of September, 1973.

The days and man-hours worked since the last lost time injury are as follows:

<u>Division</u>	<u>Man-hours</u>	<u>Days</u>
Escambia Plant	647,607	389
Ag. Sales	184,519	1,476
PVC Order	31,255	1,918
Finance	103,294	6,545

The Escambia Plant completed one year worked without a lost time accident during September, 1973.

Medical Section

The Medical Section treated 16 injuries for Escambia and 8 for Carroll, performed 12 pre-employment physicals and gave a total of 5 immunization injections.

EMPLOYEE RELATIONS

Two (2) 5-year service awards were presented.

One (1) 10-year service award was presented.

One (1) 15-year service award was presented.

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EMPLOYEE RELATIONS (Cont'd.)

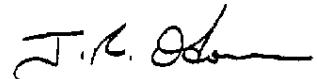
We had our Annual Labor Day Picnic on Monday, 3 September 1973. We estimated 750 - 800 people attended the picnic throughout the day. From all indications the activities were well received by the employees.

GENERAL

Two trips were made to the Pasadena, Texas Plant during September to handle various personnel matters and to assist in additional staffing requirements.

INSURANCE

We paid a total of 45 claims under our Group Hospitalization Program which amounted to a total of \$ 9,223.15 during the month of September, 1973.



J. F. Odom

JFO:kc

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