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WOODWARD COMPANY
A DIVISION OF THE MEAD CORPORATION
Woodward, Alabama

March 10, 1971

FROM: Mr. Lloyd C. McNeill

TO: Messrs. W. F. Andrews, George F. Vann, James Conaway, Albert Schmidt, Norman Chamberlain, S. D. Weaver, Horace Beasley, Charles E. Cobb, Bill Reed, Ewald Schmidt, Edward Tucker, John Benton, W. E. Masencup, Gordon Moore, Robert T. Crowley, Kenneth W. Thomas, Sam Preston, Charles Ford, R. M. Jean, Pete Wright, James Jones, Sam Forsgard, John Hager, Oliver McDuff, J. B. Casey, V. P. Dean, J. L. Scharf

COPY TO: Messrs. W. R. Bond, H. C. Davis, C. W. Adair, L. J. LeBlanc, W. B. Bagley, Stan Mooney

The new Occupational Safety and Health Act of 1970 will become effective April 28, 1971. The Walsh-Healey Safety and Health Standards as set forth on May 20, 1969 will apply until such a time as these may be superseded by other regulations. There have been numerous meetings in recent weeks for the purpose of better informing industry as to the requirements of this Law.

The time has come when we must do more than pay lip service to safety. You will note that the new Law provides severe penalties for responsible individuals in companies found to be in violation of its provisions.

I am sending you herewith a number of pieces of literature which describe the requirements of the Law and which set forth the responsibilities of industry in this respect.

I cannot urge too strongly that you familiarize yourself and all members of management and supervision with this literature and that you set up an effitient procedure for investigating complaints and/or reports of unsafe conditions along with a program for promptly correcting those that are found to be in need of corrective measures.

It becomes evident that the Law provides an easy means for an upset or disgruntled employee to get even with his employer by reporting the existence of unsafe conditions that have been neglected. Such reports will be followed by Government inspections in order to check for possible violations. You will note that a representative of the employees must be given the opportunity to accompany an inspector. A representative of the employer should extend every courtesy to Government inspectors and should also accompany such inspectors while in the plant.

Will you please notify this office immediately of any Government contact at your location concerning this new statute and should you have an unannounced inspection, please notify this office immediately upon completion of such inspection listing the findings of the inspector.

Should there be any help which we can give you from this office, please contact Stan Mooney or me at any time.

After you have had the opportunity to study the enclosed information, please notify this office of any areas in which you are not in compliance, as well as your timetable for getting in compliance. It would be well also to set up a regular monthly review to determine that you are remaining in compliance on a continuing basis.

Sincerely yours,

Lloyd C. McNeill

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Enclosures