FILE NAME: Mead (MEAD)

DATE: 1971 Sept 1

DOC#: MEAD060

DOCUMENT DESCRIPTION: Memo

WOODWARD COMPANY

A DIVISION OF THE MEAD CORPORATION
WOODWARD, ALA.

9-1-71

FROM: Stanley R. Mooney August 30, 1970

SUBJECT: SAFETY PERFORMANCE REPORT

The Mead Corporation Safety Department makes a periodic report to management. It is now time for the report covering the first eight cost periods of 1971. If you will give us [illegible] on each of the items below, it will help us prepare our report to Mead.

1. Programs and Safety Activities Currently in Effect.

   [illegible] safety training, safety meetings and inspections, noise abatement programs, hearing conservation programs, etc.

2. Major Safety Problems Encountered, Accident Trends.

   This can include a comment on the type of near misses, sub-majors, and disabling injuries which have been occurring; major causes; equipment involved; etc. An analysis of [illegible] problem areas and indicate corrective actions.

3. Programs and Safety Activities Planned in the Future.

   [illegible] identified in #2 above, to meet government regulations, to meet insurance company requirements, etc.

Please send me a brief paragraph commenting on the three listed items by September 10.

[illegible] your help.