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Present: D. Braun, H. Heath, E. Haye, A. Martin, A. Kolis, L. Wilson, S. Tallo, Sr.

PLAINTIFF'S EXHIBIT KEN-523

SAFETY

It is very important that we control the dust in the mixing room. All employees and supervisors in the process room are to wear their respirators at all times. Disciplinary action will be taken on employees who do not wear the respirators.

A dust survey was taken in the plant several weeks ago by Liberty Mutual. The results of the test indicate that it is imperative that safety equipment be used at all times. The results of this survey cannot be compared to past surveys as a new method was used. It might be that training employees could be one way of lowering the dust level. It was noted that at times the buckets were eased down and no dust was visible but at other times the buckets were banged down and a big cloud of dust was visible.

Discussion was held on what could be done to reduce the dust level. Items discussed were:

Increasing water content of asbestos at the mines.
Going to an oil-asbestos mixture.
Bulk handling of asbestos.
Running asbestos thru the PVC system.
Paper bag vs burlap bag for asbestos.
Pre-package asbestos in plastic bags
Standard batch of asbestos

No conclusion was reached as to what could be done to reduce the dust level. It could be that our Research Department might be able to help solve the dust problem.

PALLETS

An area should be set aside to sort repairable and non repairable pallets. Pallets should be repaired before they reach the non repairable stage. The scrap pallets we have now should be used for disposable pallet orders.