PLAINTIFF'S EXHIBIT CEL-811

Interoffice Memorandum

① VGT-A, Info
② File
CCC Product Safety

TO (Name and Location)	DATE
Facility Managers*	02/29/84
FROM (Name and Location)	REFERENCE NO.
B.A. Melaas - Dallas	BAM-066-84

*G.J. Fisher - CCCTC
J.J. Fritsch - Bishop
M.A. John - Pampa
C.E. Steel - Clear Lake
E.L. Tejml - Bay City

cc: S.A. Block - 6
R.D. Damron - 2
J.W. Dunn - Clear Lake
L.J. Enders - 1
J.N. Gann - Bay City
B.P. Hanson - Pampa
P.E. Hime - 6
R.E. Larsen - 3
R.H. Maurer - 2
W.H. Meyer - Bishop
G.A. Rodenhausen - NYO
C.J. Schaefer - 2
R.F. Stubbeman - CCCTC
G.A. Vos - 2

SUBJECT: Corporate Audits

I met with the corporate SHE Directors on Monday, February 27 for the main purpose of discussing the future course of Corporate audits in the areas of safety, health and environment. Our discussions focused on the audit characteristics before and after we achieve auditing capability, or self-sufficiency, in the operating companies.

The decisions/conclusions reached were as follows:

1. Pre-work, such as questionnaires, required of facilities will be kept to a minimum this year with the possible exception of product safety. All questionnaires will be "converted" to simple checklists for the Chemical Company in 1985 and beyond.

2. Audit reports with findings will be issued promptly (<two weeks following the audit). Every effort will be made to make the report fully consistent in tone and content with the closing conference. A facility action plan to correct any deficiencies noted will be required within one month.

3. The audit reports will be constructed in a positive manner and will contain no reference to staffing levels.

4. The Director DEHSA and the Director SHE will agree on the significance of any findings prior to the time the audit results are communicated to Mr. Macomber and Mr. Bartley.

5. The number of Corporate audits will decrease when auditing self-sufficiency is achieved. One audit in any single discipline will occur possibly once every five years unless the findings dictate a more frequent schedule.

6. The various Corporate audit schedules will be adjusted from 1985 on

so that one facility will receive only one Corporate audit per year.

7. With the exception of product safety, the remaining Corporate audits in 1984 will audit our auditing capability.

8. Mr. Rodenhausen plans to attend the Operations Department meeting on March 20 for the express purpose of discussing audits and answering questions.

If you have any questions, please call.

B.A. Melaas

Gonzalez. She told me that she would inform Mr. Cock as soon as he returned, and should he have any questions he would call me.

Jaime Garza

cc: R. G. Brandt
H. W. Hill
D. G. Pausky
G. L. Llewellyn
R. G. Hilbrich
C. B. Halmess
E. A. Thomas
W. H. Brough
G. Ille
F. L. Salinas
C. L. Whitlock
P. A. Cerria - Chatham
G. M. Rowen - NYO
S.H.E. File: 200.2.10
202.13.2
231.2
WS Disc 3, ABSSPILL