

*John
Hicklin*

Interoffice Communication

To Safety Directors
From Tom Grumbles
Date February 22, 1982
Subject ANNUAL INDUSTRIAL HYGIENE MEETING

The subject meeting is scheduled for April 14 and 15, (Wednesday & Thursday). The meeting will once again be coordinated with the Annual Plant Management meetings. Dick Darling informs me that the Safety Director's portion of the meeting will be held on Tuesday the 13th. The bad news is the meeting is in Houston, at the Hilton Inn-West. A block of rooms has been reserved for us. Details on travel & directions will be sent to you in the near future. Our meeting should end mid-afternoon of the 15th.

To make the meeting meaningful for all, I need your input on particular agenda items or subjects you have an interest in or see a need for. Preliminary items are listed below.

- Viewing of "Up To The Minute" Video-tapes and Discussion
- Regulatory Update
- Discussion of Noise Standard and Plant Action Plans
- Discussion of Audits
- Toxicology Presentation by Bill Broddle
- Discussion of Computer Data Systems (our present system and what's planned by Corporate Medical - HISS)
- Roundtable Discussion/Problem Solving

Please let me know as soon as possible who will be attending from your plant and any input you have on the agenda. I will have more information to you in the near future.

Thomas G. Grumbles

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