PLAINTIFF'S EXHIBIT CEL-847

Interoffice Memorandum

TO (Name and Location)	DATE
R.G. Brandt - Bishop	2/3/86
FROM (Name and Location)	REFERENCE NO.
James M. Ramey	JMR/23/86

SUBJECT: CELANESE ENVIRONMENTAL, HEALTH & SAFETY (EH&S) AUDIT

Your facility has been scheduled for a comprehensive, EH&S audit during the week of March 17, 1986. I will be the team leader assisted by Tom Scott, Industrial Hygiene; H.A. Thomas, Safety & Loss Prevention; and W.H. Town, Environmental. We will also be accompanied by H.J. Kolodner, International Loss Control who will cover process safety reviews and programs. Dr. Kolodner was selected as the fifth team member because of his recent audit experience in the polyplastics plants in Japan and Germany. Comparison of process safety and controls between these 3 large plants should be valuable.

Celanese is strengthening its audit program in 1986. The program now includes two types of audits:

(1) Comprehensive audits cover all EH&S functional areas including community issues. They are conducted by a team of 4 or 5 professionals, including a team leader from the Corporate Department of Environmental, Health & Safety Affairs. The individual auditors have been selected from EH&S staffs of other business units. The audit usually requires 3 to 5 days to complete depending on the size and complexity of the facility. Any findings will be discussed with you or your staff during the course of the audit and during the exit interview on the last day of the audit. You will also have a chance to review a draft report of the audit before it is issued. The final audit report will be addressed to you with copies to senior management in the business unit, division, and Corporation.

(2) Target audits focus on individual EH&S issues or problems and are conducted by specialists selected from either business unit or Corporate staffs. They usually take 2 days to conduct. Reports and other administrative details are handled similarly to the Comprehensive Audits.

A more detailed description of the Corporate audit program is attached as Attachment B.

We do not plan to use advance questionnaires as part of the audit process. However, there is certain information that the audit team will need in advance of the audit to prepare themselves and to develop a plan so that the audit can be conducted efficiently and effectively. Attachment A is a list of the

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information which I will need to receive for distribution to audit team members by February 28th. Please send it to me at the New York office. If any of the information is not readily available, please call me. I do not expect you to develop new information during the preparatory phase of the audit. Also, this is a one time requirement. We will develop complete files on every facility after the first audit. For future audits, a quick update will be all that is required.

We will also need people from your EH&S staff to accompany the auditors during the inspection and interview phases of the audit. Also, I plan to spend a day with the person you have designated as your Community Awareness and Emergency Response (CAER) coordinator to review the plant CAER program and other community issues.

It would be helpful if you appointed a single contact person at the facility with whom I could work in arranging schedules, travel, and other administrative details.

Your assistance in preparing the team for this audit is greatly appreciated. If you have any questions concerning the audit, please feel free to call me.

James M. Ramey

JMR/to

cc: T. Bohrer - Chatham
C. DeRose
Susan Engelman
A.D. Pantaleoni - Chatham
James M. Ramey
G.A. Rodenhausen

Audit Team Members
H.J. Kolodner
H.A. Thomas
W.H. Town
T. Scott

DEHSA C.F.
Bishop Audit File
Audit Team Members
DEHSA Correspondence File

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