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Interoffice Communication

To : *AHS*
From : Ginny Belk
Date : November 17, 1981
Subject : DEPARTMENTAL SAFETY MEETINGS

Attached is the "Record of Departmental Safety Meetings" through August, 1981. Below is a key that indicates the month and the required topic that should have been covered by each supervisor with their employees.

1	-	January	-	"The Hazards of Winter Operations" and "Fork Lift Truck Safety"
2	-	February	-	"Chemical Handling"
3	-	March	-	"Fire Prevention and Emergency Plan"
4	-	April	-	"1981 Safety Performance and 1981 Program Emphasis"
5	-	May	-	"April Injury Experience", "Hand Tool Safety", and "VCM Fire Extinguishment"
6	-	June	-	"Safety Control Permit System"
7	-	July	-	"Hand Injury Prevention"
8	-	August	-	"Electrical Safety"
9	-	September	-	"Fire Safety"
10	-	October	-	"Back School"
11	-	November	-	"Respiratory Protection"

Ginny Belk
Ginny Belk
Plant Nurse

cjt

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RECORD OF DEPARTMENTAL
SAFETY MEETING 1981

DEPT. HEADSHIFT. SUP.	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
P.E.H.												
A-R.A.C.	1	2	3	4	5	6	7	8	9	10	11	
B-R.E.M.	1	2	3	4	5	6	7	8	9	10	11	
C-A.L.R.	1	2	3	4	5	6	7	8	9	10	11	
D-D.F.J.	1	2	3	4	5	6	7	8	9	10	11	
B.F.H.	1	2	3	4	5	6	7	8	9	10	11	
LDH/QTR.												
J.R.M.	1	2	3	4	5	6	7	8	9	10	11	
A-D.D.K.	1	2	3	4	5	6	7	8	9	10	11	
B-R.L.B.	1	2	3	4	5	6	7	8	9	10	11	
C-C.L.W.	1	2	3	4	5	6	7	8	9	10	11	
D-C.L.S.	1	2	3	4	5	6	7	8	9	10	11	
A.L.B.	1	2	3	4	5	6	7	8	9	10	11	
R.D.J.	1	2	3	4	5	6	7	8	9	10	11	
A-H.A.P.	1	2	3	4	5	6	7	8	9	10	11	
B-B.P.S.	1	2	3	4	5	6	7	8	9	10	11	
C-C.L.F.	1	2	3	4	5	6	7	8	9	10	11	
D-O.J.K.	1	2	3	4	5	6	7	8	9	10	11	
1/QTR.	1	2	3	4	5	6	7	8	9	10	11	
J.V.H.	1	2	3	4	5	6	7	8	9	10	11	
D.S.C.	1	2	3	4	5	6	7	8	9	10	11	
S.J.V.	1	2	3	4	5	6	7	8	9	10	11	
C.E.D.	1	2	3	4	5	6	7	8	9	10	11	
F.W.F.	1	2	3	4	5	6	7	8	9	10	11	
R.W.R.	1	2	3	4	5	6	7	8	9	10	11	
M.H.W.	1	2	3	4	5	6	7	8	9	10	11	
M.E.S.	1	2	3	4	5	6	7	8	9	10	11	
J.A.D.	1	2	3	4	5	6	7	8	9	10	11	
R.A.F.	1	2	3	4	5	6	7	8	9	10	11	
T.B.D.	1	2	3	4	5	6	7	8	9	10	11	
R.E.S.	1	2	3	4	5	6	7	8	9	10	11	