PLAINTIFF'S EXHIBIT

UC-2320

UNION CARBIDE CORPORATION

SILICONES & URETHANE INTERMEDIATES
ENGINEERING
SOUTH CHARLESTON, WEST VIRGINIA

MEMORANDUM

February 25, 1985

TO: W. E. Ballard
J. A. Bowyer
J. R. Dean
C. R. Gillsepie
J. G. Roy
T. G. Swanson
W. L. Thomas
P. G. West

COPY: J. F. Dodd
R. G. Harmon
A. B. Williamson

FROM: I. L. Beckett

SUBJECT: Minutes of Meeting - Asbsestos Insulation Replacement Project, Phase I

A meeting was held on February 21, 1985 to discuss the subject project. The purpose of the meeting was to accomplish the following:

- Develop a scope that meets the $900M cash flow objectives for 1985.
- Determine who will perform the work.
- Develop an action plan for WOR submittal by March 31, 1985.

The opening discussion was led by Mr. Ballard and centered around the magnitude of the project and the limits as to the amount of funds to be expended in 1985. It was determined that the Maintenance Department would be the sponsor for this project.

The following are discussions of each item listed in Mr. Thomas' suggested agenda.

SCOPE

A presentation by Mr. Dean showed the approximate hours required for repairs/replacement of asbestos insulation in each department at the South Charleston Plant. These figures were developed from a site survey conducted by Mr. W. B. Spurlock and Mr. T. G. West, Maintenance personnel. It was decided that asbestos repairs/replacement would be started first in the SUI Division. The following six departments were chosen since it was felt that

their combined total costs would more closely fall within the $900M limit set for 1985: Water Treating, No. 2 Steam Plant, Utility Distribution, Polyols, Specialty Catalyst, and Maintenance.

PERFORMANCE OF WORK

It was determined that the majority of this work should be done by contractors since the Maintenance and Construction departments would not have adequate manpower to complete the project on time. Maintenance or Construction could, however, do selected parts of the project. It was pointed out by Mr. Roy that some contractors could be used for estimating portions of the project prior to WOR approval.

It was pointed out by Mr. Dean and Mr. Roy that asbestos insulation is not easily identified. There are some personnel within the plant that can identify this type of insulation, however, would not be available to go into each department to mark each line or piece of equipment requiring repairs/replacement. It was suggested by Mr. Ballard that Mr. Paul West would develop expertise in this area and would work with one appointed representative from each department to make these identifications. Each item must be identified in order to obtain contractor bids.

WORK ORDER REQUEST

A rough draft of the Work Order Request will be available for review by February 27, 1985. Four weeks will be allowed for local approval, while approval by Danbury is expected by May 1, 1985.

I. L. Beckett

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