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FROM: T. G. Grumbles

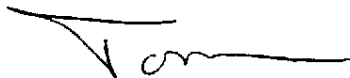
DATE: July 14, 1988

Interoffice
Communication

SUBJ: INDUSTRIAL HYGIENE SAMPLE ANALYSIS

VISTA

Enclosed for your information and use is a recent publication on
Quality Assurance for Industrial hygiene laboratory work.



T. G. Grumbles

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Enclosures

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VVV 000014496

Vista Chemical Company

15990 North Barker's Landing Road
Post Office Box 19029

Houston, Texas 77224
Phone (713) 531-3200

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July 14, 1988

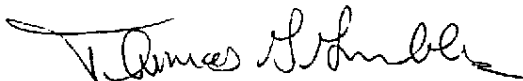
VISTA

Dr. Gerald Vaughn
Zoology Department
University of Tennessee
Knoxville, TN 37916

Dear Dr. Vaughn:

The proposed agenda for our July 21 meeting in Houston is enclosed. The office building is only 5 minutes from the Holiday Inn. We'll pick you up for dinner Wednesday night at the hotel at 6:00. I'll talk to you early next week to make final arrangements. Please call me at 713-531-3445 if you have further questions.

Sincerely,



Thomas G. Grumbles, C.I.H.
Environmental Quality Manager

dlj

Enclosures

cc: Bill Carradine
Ron Poe

VVV 000014497

AGENDA

1. General introduction TGG/RLP
2. Presentation of silicon carbide work Dr. Vaughn
3. Presentation of Vista's work - whiskers and small particles WRC/JTF
4. Discussion of general mineral fiber toxicity Dr. Vaughn
5. Relevance of above to Vista products All
6. Review/Discuss possible research/toxicity testing needs All
7. Discuss "Product Design" capabilities to reduce hazard (length to width ratios, etc.) All
8. Review laboratory handling procedures All
9. Review product warning language All
10. Discuss air sampling problems TGG/Dr. Vaughn
11. Summarize and determine action items TGG

VVV 000014498

FGG: JCL: ~~MMG~~: (RF)

XF: Desk

TO: Distribution

FROM: T. G. Grumbles

DATE: July 12, 1988

SUBJ: REGULATORY/PRODUCT LIABILITY TEAM PROGRESS REPORT

The following is an update on the team's progress. In summary, the team is progressing to have proposed new product development process improvements to you for consideration and approval by mid-September. Some difficulty has been experienced in defining our current process for developing new products and identifying control points for the process. Thirteen product liability awareness training sessions have been given to a total of approximately 350 employees. This awareness training has resulted in the initiation of multiple activities and developments that are to be covered in the second phase of our project; namely, existing products review. Details of the team's activities are below.

Team Formation - The team was formed and the initial meeting held in December. Team members are as follows: John McCulley, Rick Flammer, J. J. Hall, Harry Garrison, Malcolm McMullen, Jeff Fenton, Bill McClain, and Tom Grumbles. There have been three team meetings.

Team Progress

1. A mission statement was agreed upon and is as follows:

Develop an improved process that will assure that new products, and new product uses, are developed in compliance with all applicable regulatory requirements and with consideration for product liability concerns.

2. Problems have been encountered in defining a general new product development model that applies to all business areas, and identifying control points for new product development.
3. A draft of the new product development process which list the progression of actions, responsible party, and documentation required has been developed and is under review by the team and respective functional areas.
4. Product Liability Awareness training has been given to the following groups: R&D, S&T, Controllers, Engineering, Plant Managers, Environmental Coordinators, Valamo, Treasury, Legal, Premiere Polymer, LCVCM, LCLAB, Aberdeen, Baltimore, Oakbrook marketing office and a Houston commercial group. This training reached approximately 400 people and involved approximately 30 hours of training.

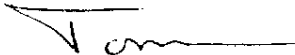
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Based on our original awareness training goals, we are about 75% complete in this area. Further work is needed to determine how to do ongoing training and what level the training should go to.

This awareness training has proven effective and has resulted in increased activities in the areas of regulatory and product liability in addition to the team's efforts. Specifically, product contaminant reduction projects, ex-plant product storage terminal audits and engineering design reviews have occurred based on the principles presented in the training.

Actions Requested

1. We plan to have a meeting with you in mid-September to present the final new product development process. It would be sent to you prior to the meeting to allow for your review.
2. At the meeting, we will be asking for your thoughts on how to implement the system. Should it become corporate policy in some manner? What management endorsement vehicle can or should be used? We will have a proposal to present but will need your input on this issue.



T. G. Grumbles

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