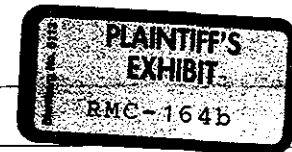


NITRACOMPANY CORRESPONDENCE

-98 (Rev. 1-68)



FROM	A. S. Millsap - Safety Director	
TO	R. D. Bird, H. A. Hudson, T. P. King, G. C. Myatt, H. Pelton, M. Singleterry, D. Rine	
COPY		
DATE & SUBJECT	February 26, 1985	PLANNED VISIT OF NIOSH FIELD INSPECTOR, MARCH 11, 1985

We have been notified by the National Institute for Occupational Safety and Health (NIOSH) that their field inspector will be in the Sherwin Plant beginning March 11, 1985 to collect samples, interview employees, survey the general plant (all areas) and inventory all chemicals used in the plant. Potentially the most time consuming and disruptive activity could be the physical inventory. The inspector has informed me, however, that we can prepare lists of the chemicals and materials used and the normal quantities kept on hand, for him to use and a total inventory will not be necessary. Only spot check information on the lists for verification would be required.

Attached you will find a copy of a survey form that is to be completed by the NIOSH Representative during an interview with Dave Hopkins and Roger Nelson along with a copy of my notification from NIOSH and my memo to Dave Hopkins.

Three things are required from each of you:

1. Complete the attached survey form to the best of your ability.
2. Compile a list of all chemicals used by all people in your department and show the quantities on hand.

This should include things such as:

acids	lab chemicals
solvents	water treatment chemicals
greases	caustic
lubricants	lime
detergents	wetting agents
welding rods	starch
fluxes	waxes
cleaning agents	paint
etc.	

3. Return this completed information to the Safety Office no later than 3:30PM Wednesday, March 6, 1985.

Should you have any questions concerning this request, please give me a call.


A. S. Millsap

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