

December 12, 1979

To: Health and Environmental Affairs Committee

Subject: Draft Charter for Health and Environmental Affairs Committee

I am enclosing for your review and action a cover memo from Mr. J. W. Armstrong, Chairman of the Committee and a draft charter for the Committee.

Mr. Nicholson was asked to draft a charter at the October 25, 1979 meeting of the Committee. As Mr. Armstrong's cover letter indicates, please send your responses on this charter to the Institute Office. He has asked that I be sent the responses by January 1, 1980.

EWD/erc
Enc:

E. W. Drislane
Executive Director

G-20
(4)



The Bendix Corporation
Executive Offices
Bendix Center
Southfield, Michigan 48076

Mr. E. W. Drislane
Executive Director
Friction Materials Standards Institute
Bergen Mall Office Center
E. 210 Route 4
Paramus, NJ 07652

December 6, 1979

Dear Mr. Drislane:

Enclosed find:

- Draft Charter for H & EOC Committee
- Cover memo to committee members

Would appreciate your distribution to the members and consolidation of the response as indicated. If you have any questions, please give me a call.

Sincerely,

A handwritten signature in cursive script, reading "J. W. Armstrong".

J. W. Armstrong
Corporate Director
Safety & Protection Services

JWA/gvp
Enclosure



The Bendix Corporation
Executive Offices
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Southfield, Michigan 48076

Health & Environmental
Affairs Committee

Mr. Geoffrey Nicholson, Abex Corporation, has prepared a draft charter for the newly formed Committee of which you are a member. Prior to submission to the FMSI Board of Directors, I'd like your comments and suggestions on this charter as it reflects what you believe the committee should be involved in and held responsible. The key question is, does it reflect what you feel are the current and future areas of concern affecting safety, health and EPA issues related to friction materials products?

As it is always easy to say the document is adequate as is, I am specially requesting at least one suggestion for improvement and/or further definition of our role. If you have more than one comment, they are also welcome. A response to Ed Drislane's office by January 1, 1980 who will consolidate the information for my review by January 15, 1980 would be appreciated.

Sincerely,

A handwritten signature in dark ink, appearing to read "J. W. Armstrong", with a stylized flourish at the end.

J. W. Armstrong
Corporate Director
Safety & Protection Services

JWA/gvp

FRICTION MATERIALS STANDARDS INSTITUTE

HEALTH & ENVIRONMENTAL AFFAIRS COMMITTEE

CHARTER

I. General Responsibility:

Responsible for the monitoring of world-wide Federal, State and Provincial legislation and literature on Safety, Health and Environmental matters affecting members of the Friction Materials Institute and the development of Institute positions on these matters.

II. Specific Responsibilities

- Develop action plans and position papers on Safety, Health and Environmental Protection matters for approval and direction of the FMSI Board of Directors.
- Provide direct coordination with the Asbestos Information Association Technical Committees of Concern to FMSI.
- Develop and administer a continuing education program for the members of the Institute.
- Monitor the memberships experience with meeting legislation requirements in order to provide technical assistance.
- Establish and maintain a working relationship with Federal, State, Trade and other agencies and organizations.