

FILE NAME: Flintkote (FLK)

DATE: 1978 July 5

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DOCUMENT DESCRIPTION: Memo RE Asbestos General Employee
Training



INTER-OFFICE CORRESPONDENCE

SW
AP
JS

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TO Mr. E. J. Fletcher
Vernon

DATE July 5, 1978

Mr. L. J. Sands
New Orleans

FROM J. C. Schmitt
Rochelle Park

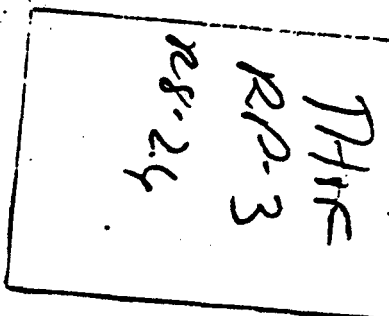
Mr. E. A. Opila
Chicago Heights

SUBJECT *f* Asbestos General
Employee Training

Mr. D. A. Loekle
Chicago Heights

Mr. J. Kent
Vernon

Mr. R. Bond
New Orleans



Mr. Carpenter received the enclosed letter from Mr. R. P. Gagnon, Vice President of Sales of Lake Asbestos, with a memo advising that the letter and a supply of booklets was sent to the Plant Manager at each location supplied with Lake Asbestos fiber.

If you received the letter and booklets, we urge you to use them as part of your continuing program of employee training.

If you did not receive the letter, we suggest you write to Mr. Gagnon, and request the required number of copies of the booklet. Note there is no charge for additional copies of the booklet.

The title of the booklet is "Asbestos - how to work with it and protect your health." Note also that the booklet stresses the steps that employees must take to protect their health, an important element of the training program.

JCS/plb
Enclosure

cc: Mr. R. C. Berns - Vernon
Mr. W. Carl - East Rutherford
Mr. W. H. Mortonson - East Rutherford
Mr. P. E. Phillips - Rochelle Park
Mr. S. Weiss - Rochelle Park