



PPG INDUSTRIES, INC. INDUSTRIAL CHEMICAL DIVISION P. O. BOX 1000 LAKE CHARLES, LA. 70601

A. T. RAETZSCH *Works Manager*

March 1, 1973

TO: PPG Employees and Families

The safety of our employees is one of my most important concerns. This applies both on and off the job. Because of this concern, we have gone to great efforts and expense to promote safety education and programs in our plant. And it has paid off. Statistics show that we are safer while we are working than we are away from the job.

I am proud to announce, today, another "safety-on-the-job" achievement which is a result of safety awareness and careful work by you and all employees at this plant. We have just completed six months and 1,161,000 man hours of work without a lost time accident. Congratulations!

The most important reward for this type of safety record is the continued enjoyment of good health at work and with our families. However, as a special "thank you" a gift from the attached list is being made available to you. The Safety Department will arrange for ordering and delivering of your gift.

The safety of our employees off the job is as important to us as on the job, but unfortunately, we can't do as much about it. However, this year we have made some plans to try. We would like for you and your family to participate in a life-saving and first-aid training short course to learn the fundamentals of saving a life and to react properly in an emergency at home, on the highway or during recreational activity. These meetings will be held at various places throughout the community for your convenience, so watch for the announcement.

Again, congratulations and thanks for your part in our safety efforts. Our next plant goal is August 28th of this year. Let's keep safety first.

Sincerely,

A handwritten signature in dark ink, appearing to read 'A. T. Raetzsch'. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

A. T. Raetzsch

ATR/yh

Enclosure

BB 0013729



INDUSTRIES

PPG INDUSTRIES, INC. INDUSTRIAL CHEMICAL DIVISION P. O. BOX 1000 LAKE CHARLES, LA. 70601

September 10, 1969

TO ALL FELLOW EMPLOYEES:

Our Corporate Safety Director has asked us to give each of our employees a clear statement of our policy on safety. Accordingly, we are pleased to give you the following statement:

Management firmly believes that people are our most important asset. Each individual person is important to his family, to his community, and to his Company. The safety of each employee on the job as well as off the job, and the prevention of destruction of equipment, materials, and property are of prime concern.

In order to prevent injuries to employees and the destruction of materials and property, the Company will require safe working practices, strive to educate our people in all phases of safety, and endeavor to engineer, provide, and maintain safe working conditions.

Every employee has a responsibility to himself and to the Company for his own safety. He must use good judgment and observe all safety rules and job instructions relating to the performance of his work, in order to prevent accidents.

It is the responsibility of each supervisor to see that this policy is followed. Anyone who supervises, directs, or controls the work of others must make the safety of those individuals a part of his job. He is also responsible for safe-guarding equipment, property, and material under his jurisdiction.

I expect each of you to give your total support to this policy.

Sincerely,

A. T. Raetzsch
Works Manager

ATR:gl

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