

Interoffice Communication

To : Distribution

From : M. P. Blackwell

Date : 4/20/82

Subject : VINYL OPERATOR TRAINING PROGRAM INTRODUCTION

Attached is a proposed schedule for the vinyl operator training class that will cover the reactor and dryer operating manual "Introduction". The classes will be held as follows:

Monday, April 26, 1981: C & D Shift
Thursday, April 29, 1982: A & B Shift

All personnel on the shifts that are listed will attend, including the Supervisors, the new utility operators, and the general helpers assigned to that shift. The meetings will be held in the safety training room and personnel to be trained will meet there by 7:15 a.m. on the given date.

A trial run of the training class will be held Friday, April 23, 1981, in the safety training room according to the times on the proposed schedule.

If there are any problems with this schedule, please let me know as soon as possible. I need your comments on the second issue of the Introduction by Thursday afternoon, April 22, so that the final issue can be typed and issued Friday.


Mickey Blackwell
Vinyl Operations Engineer

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