

OWENS-ILLINOIS GLASS COMPANY

Duraqglas
CONTAINERSINTRA-COMPANY CORRESPONDENCE
General Offices - Toledo, Ohio

November 21, 1952

Attention of MR. P. E. GILLIS - BERLIN

cc - Mr. P. R. Gilmore - Berlin
Mr. J. G. King - Toledo
Dr. C. F. Shook - Toledo

Subject

Dear Pres:

This is in answer to your teletype dated November 19 in which you asked what schedule to follow in X-raying the people in your plant.

Last June the following schedule was set up--and it still applies now, although you may not have been covered on it:

ALL employees should be X-rayed at the time of HIRING.

X-rays EVERY YEAR (annually)

Finishing department

Production--as below:

Asbestos handlers - annually

Mixer operators - annually

Others - every two years

X-rays every TWO YEARS (provided protection is afforded on jobs involving dust)

Warehouse and shipping

If anyone handles Kaylo here that is not in cartons, X-rays should be made annually

Maintenance

Industrial engineers

Plant lab

Quality & specifications

X-rays every THREE YEARS

Purchasing

Personnel

Accounting

Your monthly personnel reports show one man in S.I.D. We're not sure what his job is, or whether he has a dust exposure or not. If he doesn't have much of an exposure, he could be X-rayed every two years--otherwise annually.

Your "general administration" department has two people, evidently the plant manager and his secretary. The latter should be classified with the



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rest of the office, and should be X-rayed every three years. We feel, however, the plant manager should be X-rayed every year. Not only is this a precaution for a person in such a key position, but also it sets an example for the rest of the plant. There is a psychological advantage to having the plant manager participate in the same preventive health program that's applied to others all down the line.

If you have any questions on this, please let us know.

Sincerely yours,

INDUSTRIAL RELATIONS DIVISION

By - *Beel*

W.G.Hazarus:M

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