

CEMENT ASBESTOS PRODUCTS COMPANY

Birmingham, Alabama

September 1, 1977

9-1
PLAINTIFF'S
EXHIBIT

CAP-64

TO: W. T. Whitley
FROM: A. E. Alpine
SUBJECT: Disciplinary Code
COPY TO: ~~W. H. Beasley~~, I. L. Taylor

Mr. Messel's letter of August 5, 1977 and attachments are returned. Note that copies of the code (English only) have been retyped and it would be my suggestion to review and discuss as to whether it should be CAPCO's Policy Procedure.

The policy can be made known to all new employees when they are made aware of other conditions of employment, e.g., safety shoes, goggles, hard hats, etc.; but if adopted 100%, we should meet with the union and advise the committee that the policy is in effect. Some items will be arbitrary but a Staff Meeting discussion should resolve most of the items prior to completing.

As disciplinary codes apply to salaried as well as hourly, copies have been made and forwarded to Horace Beasley and Lee Taylor for their review prior to Staff Meeting.

AEA

AEA/bg

attach.

HER 0008397