



74-16

June 21, 1974

ADJUSTMENT IN WORKFORCE

Production on present private-brand orders is nearing completion and dealer re-ordering has decreased to the extent that another adjustment in our workforce is necessary.

Approximately 40 people will be affected. They have been notified and every effort will be made to place them in job openings at the Main Plant.

BOB DURANTE COMPLETES MANUFACTURING STUDIES



Photo shows Bob, Building 701 foreman, receiving his certificate and congratulations from Pat Palmisano in a recent ceremony celebrating his successful completion of the two-year manufacturing studies program. The course involves over 300 hours of classroom study plus many more hours of personal time devoted to manufacturing activities, investigation and problem solving.

Congratulations Bob!

OPEO PHYSICAL INVENTORY

The OPEO annual inventory will be Friday, June 28. All hourly employees will report for work at 7:00 a.m. at their assigned inventory area. Inventory will be started Thursday, June 27 in certain areas. Hourly and salaried employees working on inventory Thursday will be notified where to report. Salaried employees working on inventory Thursday or Friday will observe factory hours; 7:00 a.m. - 12:00 noon, 12:30 p.m. - 3:30 p.m.

PERSONAL ACCIDENT INSURANCE REMINDER

Personal Accident Insurance coverage will be automatically renewed at the current rate for participants on July 1, 1974 unless they elect to change their coverage. Changes can be made through June 21, 1974.

If you wish to change your amount or join, forms are available in Personnel Accounting. Otherwise, coverage will remain the same as last year. The first deduction will be made from paychecks received on June 28, 1974.

