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January 5, 1973

## TEMPORARY SHUT-DOWN FOR MODIFICATION OF FACILITIES

An extensive modification in our paint system is necessary now in order to comply fully and promptly with new Occupational Health and Safety Act and New York State safety requirements. This complete rebuilding of the paint system will necessitate closing down production temporarily for the period Fiscal Weeks 5, 6, 7 and 8; that is, from Monday, January 29 through Friday, February 23.

As has been the case in the past, it may be necessary to have some people work during the shutdown period and those affected will be notified by their foreman during the next week or two.

Those eligible for 1973 vacation and wishing to take vacation during the shutdown period should notify their foreman in writing.



THE MONTHLY BEST BUY HOUSEKEEPING AND SAFETY AWARD was recently presented to Ralph Pasquarella and his gang in the Bldg. 701 shop area. Ralph's people did the most effective job in maintaining a cleaner and safer work area. Photo shows Ray Fisher presenting the Housekeeping and Safety banner to the winners.

This program is designed to emphasize the importance of safety in our factory and offices. Since good housekeeping goes hand-in-hand with safety, it follows that only with a clean work area, free of

hazards and obstacles can we have a safe work area. Keep your area in a safe condition!



## MONTHLY BEST BUY TOP TEN WINNERS

Photo below shows Bruce Laumeister with our most recent Top Ten winners. All of the award winners were selected for this special recognition under our Best Buy Top Ten Program because of their extra efforts and exceptionally good performance.



Winners are, seated from the left, Carlos Vargas, Ingrid Landers, Reva Morris, Carm Donadio, Barbara West and Bob Durante. Standing from left are Harold Williamson, Lou Kloss, Mr. Laumeister, Joe Greco and Walt Klug.

Top Two awards for exceptionally outstanding performance went to Carm Donadio and Bob Durante. Both Carm and Bob are eligible for one of the big prizes to be selected by drawing this month following the announcement for the December winners. The top prize is an E-10 Elec-Trak tractor with plow and chains. Other big prizes are electric snowblowers and electric lawn mowers.

Special parking privileges were also awarded to Bob Durante, Ingrid Landers, Joe Greco Carlos Vargas, Lou Kloss and Reva Morris.

Congratulations to all the winners!

## CHANGE MADE IN LONG-TERM DISABILITY PLAN RATES FOR SALARIED EMPLOYEE

It is provided in the Long-Term Disability Plan that the Insurance company will establish the rate of contribution for employees each year on January 1. These rates are based upon claim experience under the plan.

Metropolitan Life, the carrier, has informed us that based upon a complete review of experience, the rate per \$100 of monthly benefits will increase from \$1.20 to \$1.50, effective January 1, 1973.

No change is being made in the plan for hourly employees.