FILE: BOOKLET DRAWER
"THIS IS OUR POLICY"

Anita Christen 2-19

Johns-Manville

Internal Correspondence

To: All A-H Attorneys

Date: May 18, 1982

From: Helen Marsh

Copies: Anita Christen
Barbara Diemer

Subject: "This is our Policy on Working Conditions"

In speaking with Page Woodard Last week, he mentioned a series of booklets which were published by the newly formed Industrial Relations Department in the late 30's and early 40's. There were six or seven of these booklets covering such topics as working conditions, collective bargaining, payroll plans, and insurance and benefits. These booklets were published and distributed at approximately monthly intervals. A great deal of publicity accompanied their distribution, and they were available to be picked up by employees at various places around the plants.

Woodward was surprised that we had not been able to locate a copy of the booklet on working conditions in the corporate records. I mentioned the attached booklet which Barbara Diemer found, relating to the Manville plant, and described it to him. He then recalled that the booklet, although written in New York, was printed by each plant locally, signed by the plant manager, and had a picture of the plant on the cover. Thus, the attached booklet distributed at Manville is identical, except for the local features, to booklets distributed to employees at all J-M locations.

Woodard gave me the name of a man in public relations who wrote the text for these booklets. I am attempting to determine whether this individual is still alive and I will keep you advised of any developments.

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