



# shelletter

## HOUSTON REFINERY

"It Strikes Us This Way"

No. 35

Wednesday, October 31, 1962

### TO ALL STAFF EMPLOYEES

... And a Happy Halloween to one and all. This bit of wisdom, "lifted" from a recent edition of the Ethyl Corporation's Houston Plant BULLETIN, sounds appropriate for those junior-size goody raiding parties in your neighborhood tonight:

Have wide eye openings on face masks for better vision.

And never make costumes out of paper.

Luminous material or tape strips should be put on costumes.

Lend small children a hand - escort them across streets.

Older children should be reminded of safety rules.

Warn them to cross streets only at intersections.

Each child should carry a flashlight.

Each child's route should be outlined.

Never allow any child to go treatin' alone.

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The Department Managers heard it at their luncheon ... and a good many more heard it first-hand from Mr. Love as he made his rounds of the Refinery: Speaking as and for top management, Mr. Love commented time and again how very well pleased everyone is with the performance of the Refinery supervisory and staff employees. Both "pleased" and "amazed" were the words he used to describe the job being done by our Shell group here at Houston... Not only operating the Refinery, but keeping it in first class shape from the maintenance point of view, and still managing a few hours for some construction on the side. If anything could sum up his most recurrent comment, it was simply, "Thank you." ... And judging from the smiles on the employees' faces, and the reception Mr. Love received as he moved about the Refinery chatting with old friends, the Houston Refinery's answer was, "Thanks for coming."

### OPERATIONS

All together ... we'll sing another verse: "Nothing new to report, 'cause we had another day of smooth, orderly operations." The LHT unit, down for the past few days, is showing signs of coming to life again as the charging of catalyst to the unit was completed yesterday.

### PROVIDENT FUND

The following information was received today, and is reported below just in case any of you might be interested.

Shell Stock Fund: The average cost per share of the Shell Stock purchased during September 1962 was \$32.533.

Equities Fund: Based on the fiduciary valuation of the portfolio of the Equities Fund as of the close of October 5 and October 22, the unit values were:

October 5	\$1.010
October 22	\$0.997

(Over)

ASIAN FLU

Dr. Ben Casey Johnson strikes another blow in his relentless crusade to crush Asian Flu with the announcement that tomorrow, Thursday, November 1, 1962, Phase II of the Refinery inoculation program will be held. The shots will be given from 3-5 p.m. at Casey's Clinic in the hallway next to the Refinery hospital. Then for those who can't get their arms over there tomorrow, a follow-up, catch-the-rest day will be staged Friday morning, November 2, from 6:30-8:30 a.m. Remember, it takes two shots to take the cure. So if you had the first shot a month ago, better drop by for the second... Why be half safe? Oh, yes ... it doesn't cost you a cent!

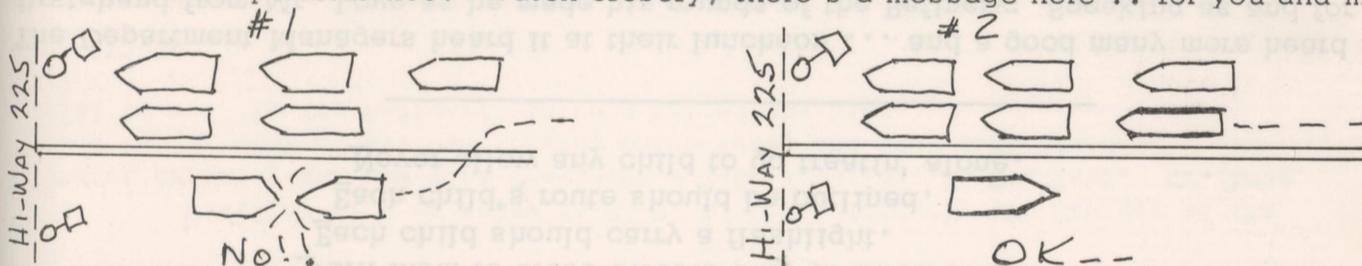
SAFETY

The Mystery Man has been at it again. Five new winners ... five correct answers to his question, "Do you know the Safety Slogan for this month?" A small, thimble-size, ultra-supersonic recorder caught for posterity the "moment of truth" for our new winners. Here they are: Margaret Mitchell: "Why, you old goat, you're not the Mystery Man are you?" Then seeing the silver dollar, she blushed, and answered: "Heady advice... Think twice." Jim Bolton: "Uhhhhhhhhhh ... Heady advice ... Think twice." Carl Lyons: "Yeah, I know it ... it's something I should have been doing a few minutes ago, 'Heady advice ... Think twice.'" Mike Bady: (Not a moment's hesitation ... he was ready with the answer.) Jimmy Rollins: (An admitted two-time loser, he slapped his forehead, a distorted, anguished expression crossing his face, and with left hand in the air - a grasping ... "Heady.....advice.....Think ..... twice" ..... (sigh of relief)

TRAFFIC

This is the law. To violate it is downright illegal. "IT IS ILLEGAL TO MAKE A RIGHT TURN ON A RED LIGHT FROM THE REFINERY ENTRANCE ROAD ONTO TEXAS HIGHWAY 225." Abide by this law and you'll be dollars ahead.

Some time ago we imported a world famous artist to sketch a bit of a safety message for us concerning traffic patterns at the Main Entrance. Our worldly artist is back with us today to do a command performance. Watch closely, there's a message here .. for you and me.



THE MESSAGE: Illustration No. 1 invites serious injury, not only to the driver of the misguided car, but to all others who might be involved in the "tie" ... and that IS serious. (For your information, the matter of ingress and egress with its many ramifications is being carefully scrutinized.)

CAFETERIA

The big secret is out ... Our noon time "dine on the jobbers" were the first to know. Gone are the brown bag days for carry out lunches, replaced in our rapidly changing times by compact, durable, insulated lunch boxes ... This improvement aimed at keeping the Hash House's finest offerings "just right," from serving line to you on the job.

ODDS & ENDS

J. W. Williams was riding a scooter in the Refinery yesterday afternoon, when the scooter hit a hole and tumbled over. The fall injured J. W.'s ankle, and he was taken to the doctor for immediate treatment. He was then released and is now recovering at home. Found! One fairly beat up, yet serviceable, slide rule ... left on Cecil Farrington's desk about two weeks ago. See Cecil with a good story, and if you can establish ownership by recalling minor identification characteristics (including make and serial number) Cecil will cheerfully return it.

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**CAN CAN:** George Nuss hopes he CAN fill up the open dates for his doormen at Theatre, Inc.'s latest production, "Can Can." He's got his list posted on the Employee News Center bulletin board at the Hash House. If you're one of his "men," drop by, check the list, and follow his easy-to-understand directions, Friday, November 2, 1962

**WAX WONDER:** Don Jennings, member in good standing of the most recently recruited Greer Task Force team, won a battlefield promotion to Operator No. 1 this morning. Seems Don had to learn the intricacies of wielding a certain size stick at a certain time at a certain loose box flap ... And when Don had mastered the maneuver - his top sergeant, R. J. Griffin promoted him on the spot.

The Community Evening School of the Pasadena Independent School District is presenting a Civil Defense course entitled, "Survival." The course is 12 hours in length, and will be offered at two locations -- South Houston Senior High School beginning November 5 and Pasadena Senior High School beginning November 6. The class will meet on Monday and Wednesday from 6:30 to 9:30 p.m. for two consecutive weeks at the South Houston school, and on Tuesday and Thursday during the same hours at the Pasadena School. Tuition and manuals are free. For additional information, call L. P. Card, Director, Vocational Education, or H. M. Mattison, Supervisor, Community Evening school, GR 3-4417.

SHELL'S THIRD QUARTER financial statement is now available. Supplies have been placed in the Cafeteria and at the Receptionist Desk in the Main Office Building. Also, the reports are available in the Employee Communications office, Room 132, Main Office Building.

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## SAFETY

Paul has been looking over the First Aid cards again, and making a few notes on what to do. Glad to see almost all cards show only injuries of a minor nature; however, the name and cure should be emphasized to keep them from being too numerous -- and not major. To illustrate: Head bruises can always be avoided by developing the habit of wearing safety hat. Chemical burns on the hands rarely happen if we're wearing rubber gloves. A little more attention we can avoid those contacts with hot lines ... and well handled properly will not leave scars on your hands." Case closed.

## STAR FLU

Those of you who missed the "Shoot Out at Casey's Clinic" yesterday and this morning, a set-up day for giving the Astra Flu shots will be held next Tuesday, November 5, from 10:30-4:45 p.m. And the location of this production: the hallway next to the Refinery Hospital.

## OPINION QUESTIONNAIRES

Heartily appreciate the immediate response to our request to complete and turn in the opinion questionnaires. A large quantity of completed forms were received this morning at the two deposit stations located at the Receptionist Desk in the Main Office Building and at the Main Gate. We hope these forms will be a means of improving the present situation, and the large number already turned in should prove quite helpful. Also, we'll be looking at your suggestions and recommendations as other possible courses of action unfold. The majority yesterday voted for those outgoing lanes -- you've got 'em today -- so keep turning in the questionnaires as the occasions warrant.

## REFLECTIA

There's something we bet many of you didn't know about. A Shell-staffed Health Inspection Unit inspects the facilities of our Hash House regularly. Under their close surveillance

(over)

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HEEDY

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Our noon time "dine on the jobbers" were the first to know. Gone is the brown bag days for carry out lunches, replaced in our rapidly changing times by the reliable, durable, insulated lunch boxes. This improvement aimed at keeping the heat out of your lunch and the cold out of your hands. Just right, from serving line to you on the job.

Don't forget, we're in good standing of the most recently recruited staff. See Cecil with a good story, and if you can establish ownership by recalling minor identification characteristics (including make and serial number) you'll be dollars ahead.

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