Shellegram
Deer Park Manufacturing Complex
ay, 1984 Vol. 49, No. 5

odel's first refinery tour

Energy secretary tours plant

Secretary of Energy Donald Hodel took his st tour of a refinery when he visited DPMC ay 2.

Hodel's whirlwind visit, a 30-minute tour nd briefing, saw the Secretary visit DPMC's 00 million Cat Cracker revamp project and ge North Maintenance shop.

The energy leader was expected to visit e Phenol Acetone control room, but travel lays cut his tour short.

Accompanied by Complex Manager Bill hompson, the Secretary was given a quick alking tour of the Cat Cracker project after anting interviews to some 15 media embers gathered. Project Manager Bob einze and Project Engineer Chad Alexander efed Hodel on the nature of the revamp, inting to energy conservation measures ken and modifications made to process eavier oil in the Cat Cracker.

Hodel and the reporters surrounding him re told the Cat Cracker revamp would able the refinery to handle heavier grades of crude more readily available in the world's oil market by upgrading the Cat Cracker's ability to make gasoline components from heavy oil.

With heavy crude being cheaper to buy and energy savings measures implemented in the revamped Cat Cracker, DPMC will recoup its $100 million investment in about three years, Thompson told reporters.

"Capital reinvestment in the petrochemical industry and energy conservation are two areas of interest to the Energy Department," said Thompson. "The Secretary was pleased to get a first-hand glimpse of a major project which encompasses both."

Hodel's scheduled visit to the Phenol Acetone control room was to show him how the industry is reinvesting capital in "state of the art equipment" designed for better efficiency and production.

Tom Roberts, manager of Central Maintenance, led the Secretary through a brief walking tour of the North Maintenance shop. Hodel stopped on a number of occasions to meet employees and receive explanations of work taking place.

Hodel described the Shell facility as "very important to the energy independence of the United States."

Hodel stopped in Houston specifically for his educational tour of DPMC and to lunch with Shell President John F. Bookout and other oil industry leaders before traveling to Dallas and Midland for political gatherings.

GETS THE FACTS...U.S. Secretary of Energy Donald Hodel, right, listens to the manager of the Cat Cracker revamp project, Bob Heinze, left, explain the $100 million construction project that will allow the mammoth Cat Cracker unit to make gasoline components from heavier oil. Looking on are, from left, Associated Press reporter Andy Williams, Cat Cracker project engineer Chad Alexander, and Associated Press photographer Ed Kolenousky.

DPMC workers clock 6 million safe hours

Chemical Plant employees surpassed six million safe hours worked May 10 and are now turning their attention to reaching 6.8 million hours, considered a Shell location record.

Employees will reach the record figure in about four months. Although not exactly known at press time, the 6.8 million hours is thought to be a Shell record. That approximate number of hours was reached at Norco in the late 1950's or early 1960's.

The last accident which resulted in an employee missing scheduled time from work in the Chemical Plant was Feb. 20, 1982.

For February, March production

Phenol Acetone sets records

Phenol Acetone plant employees used the 29th day of February this leap year to set a February record and followed that with outstanding March production to smash the all-time monthly production rate. A number of variables combined to achieve record production rates in February and March.

Demand for phenol products has been high, the unit has been performing better than ever and the outgoing process manager has been pushing for unusually high production rates to leave as a target for the next process manager.

Phenol is the base feedstock for BPA (bisphenol of acetone) and epoxy resins. The demand for these products as paints, adhesives and coatings in the automobile, housing and consumer products markets has been rebounding along with the economy.

"We are basically sold out," said Roy Christmann of Economics and Scheduling. "We are at maximum capacity and our operating plan is to produce as much phenol as possible. We expect to run full blast for all of 1984."

One of the reasons Shell's phenol has been in great demand is it is the highest quality phenol on the market. In fact it is so pure that a new classification was established to label it. Shell's phenol is 5-A quality, a meteoric rise from the former top level 3-A quality in just more than a year's time.

The ability to produce this very high quality phenol is the result of a couple of years of upgrading the units' operability, including internal changes and use of computers, by maintenance, operations and technical.

"Since phenol is a feedstock for our BPA unit, it has helped raise the quality of BPA as well," said Christmann, "improving our position in the BPA market."

"This whole thing is a ripple effect," explained Christmann. "Phenol Acetone produces higher quality phenol. The BPA unit produces higher quality BPA, gets more orders, more demand. We then need to produce more phenol.

"That entire part of the business has been good; demand is high and profit margins are improving," he said.

The profit margins are improving because Phenol Acetone is running efficiently and meeting demand. Operations Supervisor Dan Wiggins offers two primary reasons for that. "First, we have a good, talented group of people. Second, we are making the most efficient use of our equipment through computers," he said.

"But the most important reason we are running smoothly is we have come a long way in working as a team," said Wiggins, emphatically. "We have a strong group of problem solvers. We come up with solutions."

Problems and solutions get aired frequently in twice daily operations meetings. "Every morning the operations team meets at 7:30 a.m.," Wiggins said. "We discuss the last 24 hours, the next 24 hours, maintenance, and any changes needed, such as engineering designs. These are open-ended meetings with each suggestion followed up to see if we can make something of it."

The morning meeting is open to, and usually attended by, all segments of the team. The duty person conducts the meeting, attended by the process manager, operations supervisors, operations foreman, area foreman, training coordinator, TSO's (technical support to operations) and ETSO's (engineering technical support to operations) and other support groups, including Inspection, Laboratory, Technical Support, Economics and Scheduling and Industrial Hygiene.

"We hold the meeting in the control room, so the operators can get involved," said Wiggins.

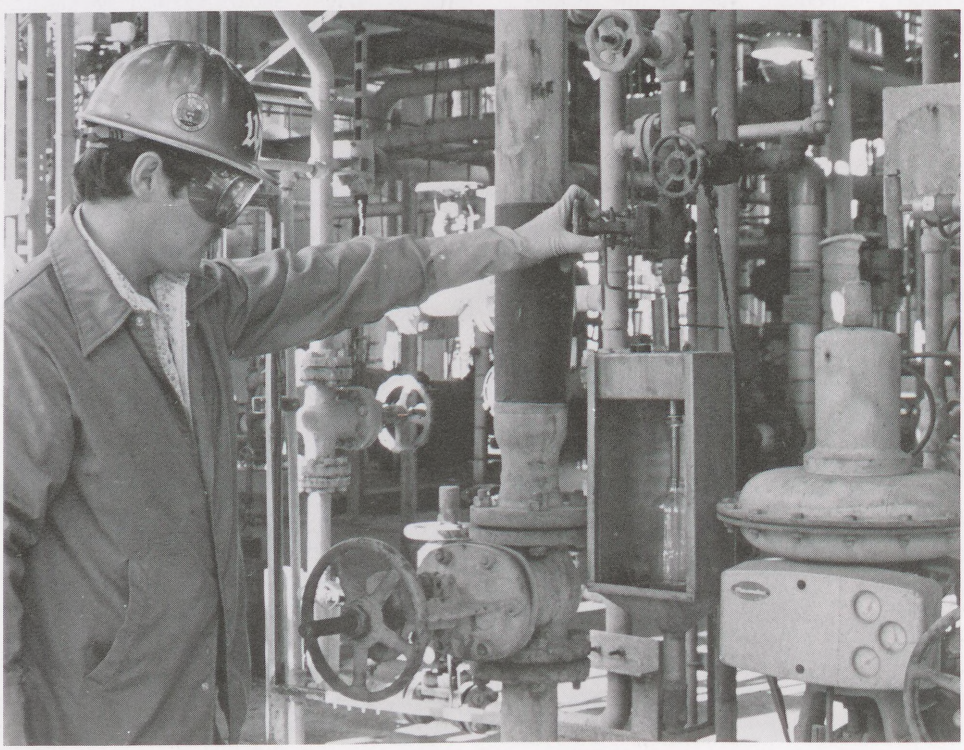
A smaller group meets in the afternoon. The daily operating instructions are compiled at this time. "This is the written form of what we would like to see the plant do," said Wiggins. "We put a lot of energy into information exchange."

Wiggins also mentioned the team concept has given operators more freedom, more opportunity and they are making more adjustments on their own.

"A year ago we went from two foremen to one foreman," he said. "The slack has been taken up by the operators. They are more involved in making decisions, watching lab results and making performance changes." Wiggins notes the TSO's and ETSO's are more involved in day-to-day operations making suggestions to increase yield, productivity and quality.

Helping all the groups control day-to-day operations are computers. "The computers are doing a good job of lining out the unit. We don't have the mountain tops and valleys," Wiggins said. "The complicated process flows and systems controls are maintained

(Continued on page 3)



PURE FEEDSTOCK...Wayne Thumann of Phenol Acetone catches a sample of cumene during the day shift. Cumene is sampled twice during the day shift and once during each of the other shifts. The operators then run the sample in the unit's lab to be sure it is pure. Cumene is a feedstock for making phenol.

FOLLOWUP...Dan Wiggins, left, operations supervisor; Rick Imig, process manager; and Steve Capps, process engineer in Phenol Acetone, discuss notes following a morning operations team meeting. The operations meetings are held in the Phenol Acetone control room.

Computers help set record

(Continued from page 2)

at constant levels by the computers. It wasn't that easy with conventional instrumentation."

The recent production records point out how well controlled the unit has been. "During the March all-time record for production every single tank of phenol was of 5-A quality," said Rick Imig, current process manager. "Our phenol is better than the model or test quality phenol on the market."

Imig took over as process manager April 1. During February and March Gerry Garcia was the process manager when production records were set that would be hard for his successor to match. The operators seemed to take pride in the fact the February record was set in leap year and that the record probably couldn't be topped for at least four years.

Good natured camaraderie extended to March. "Rick was acting process manager most of March, but Gerry was the process manager of record until April 1," said Wiggins, looking at the other Phenol Acetone employees surrounding him and all enjoying a laugh. "We not only set a March production record, but an all-time production record so high that Rick may never catch Gerry."

Although March was an all-time production record, with demand high and the Phenol Acetone plant running so smoothly, it is a good bet that the now Imig-led Phenol Acetone team will surpass their own record before too long.

Safety posters due July 6 for contest, free tote offered

Children and grandchildren of employees will receive a free tote bag and become eligible to win a set of four tickets to AstroWorld, a $50 savings bond or a $100 savings bond by participating in DPMC's 1985 Safety Calendar Poster Contest.

Each child submitting a safety poster for the contest will receive a red and yellow nylon tote bag emblazoned with the 1985 Safety Calendar Poster Contest theme and mascot "Wherever I'm Going, I Gofor Safety." The bags are the type typically used to carry school books or gym clothes.

Each participant will also be eligible to win a set of four AstroWorld tickets. A drawing for ten of these special prizes will be conducted during the poster contest judging in the latter part of July.

Twelve posters will be selected as winners of the poster contest during the judging. Creators of the posters will be awarded $100 U.S. savings bonds. Eight posters will receive honorable mention. The authors of those posters will be awarded $50 savings bonds.

Children can enter in four age categories: 6 and under, 7 to 10, 11 to 13, and 14 to 17. The number of awards going to each group will be determined by the number of entries in the age category.

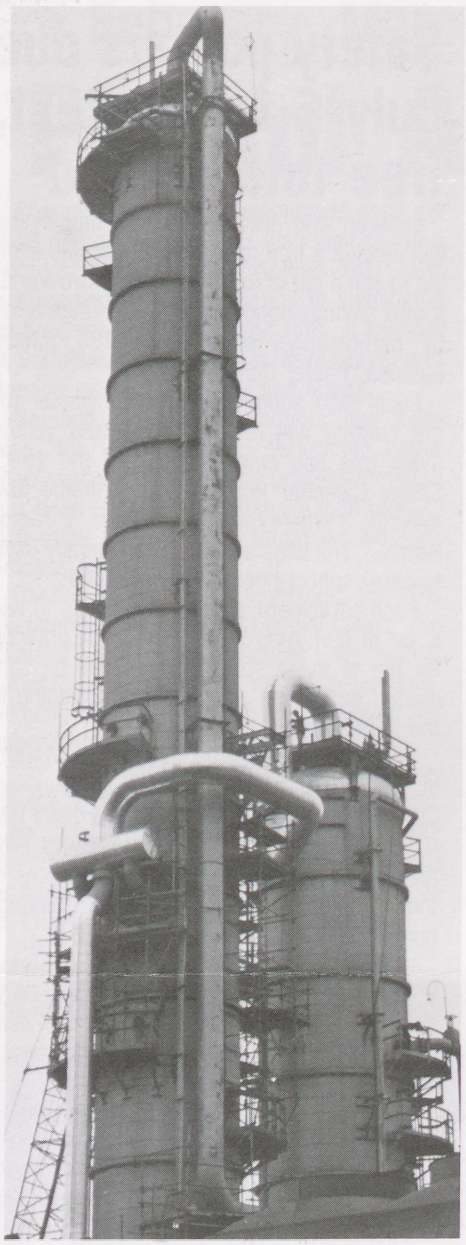
The theme of the 1985 safety poster contest, "I Gofor Safety," revolves around a newly adopted safety poster contest mascot, Gofor Safety, a cuddly gopher deeply concerned about safety, said Lois Guthrie, Safety South, organizer of the poster contest.

Children are to picture Gofor on-the-job, at school or at play showing the necessity of good safe habits to avoid mishap and injury.

A child can enter more than one poster, however each child is only eligible to win one prize. Entries should be submitted on a standard-sized poster board (22 inches by 28 inches) cut in half (11 inches by 28 inches or 22 inches by 14 inches). The posters can be drawn and colored with any type of instrument -- crayon, paint, markers, etc. However, Lois reminds contestants colored pencils make a nice poster, but do not duplicate well in the safety calendar.

The deadline for entering posters is **JULY 6.** Posters should be submitted to the respective safety department of the sponsoring employee. Clearly marked on the back of the poster should be the child's name and age, the sponsor's name, work location, extension number, home address and home phone number.

DU-2 resumes operations turnaround for capital impr



DESIGN CHANGE . . . The shiny pipe running from the top of the short column and wrapping around the tall column is visible evidence of design changes in Distilling Unit No. 2. The new pipe carries vaporized feed directly from the naphtha splitter, the short column, to the deisohexanizer, the tall column, resulting in energy savings.

DISTILLING UNIT NO. 2 (DU-2) resumed full operation the second week in May after undergoing a complicated and extended seven-week turnaround which combined routine maintenance with capital and maintenance improvement projects.

A typical DU-2 maintenance turnaround, undertaken every three to five years during an approximate four week shutdown period, cleans and refurbishes the unit. This was accomplished during the recent shutdown, but the turnaround was complicated and lengthened to accommodate a $15 million capital project intended to reduce variable costs through improved efficiency and energy conservation.

New engineering designs and "state-of-the-art" technical equipment, including computers to control processes, will trigger the efficiency results, said Joe Pietrocarlo, project engineer.

INTERNAL DESIGN CHANGES in the crude column and naphtha fractionation section of HDU-2 (Hydrodesulfurization Unit No. 2, part of DU-2) will allow the distilling unit to process heavier crude oils more efficiently. "We are increasing our capacity to handle heavy crude and at the same time decreasing capacity to distill light crude," said Jeff Chan, process engineer. He said the decrease in light crude distilling capacity wasn't a concern because the composite supply of crude oil on the market today is heavier.

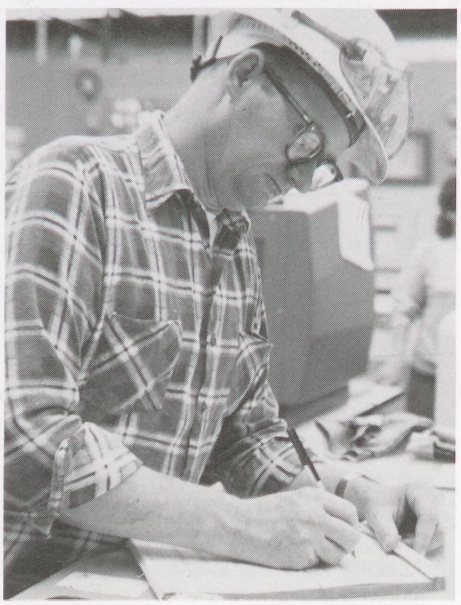
Besides internal design changes, "state-of-the-art"equipment was installed to help control operations. Electronically controlled variable speed drive motors replaced conventional electrically driven motors. The adjustable speed motors will allow operators to more tightly control product flow rates and pressures than with conventional control valves.

The addition of a process computer to DU-2 was a major part of the project. The computer initially will be used to control combustion in vacuum flasher furnaces and crude furnaces.

"Computer control will allow us to operate closer to process targets -- which equates to better efficiency," said Process Manager B. T. Waggoner as he drew a straight line representing the target and nearly paralleled it with a gently curving line breaking the plane only slightly below and above the target. Waggoner starkly contrasted the efficient run line with valleys and peaks representative of units controlled by conventional pneumatic instrumentation.

GAINING EFFICIENCY in furnace operation is a key part of energy conservation. Also, more process heat exchangers and waste heat steam generation facilities were added and product pipe rearranged and reinsulated to aid energy conservation.

One of the major energy conservation changes was in the naphtha fractionator section of HDU-2 where the process design was changed to send vapor feed instead of liquid feed to the deisohexanizer. (The deisohexanizer separates isohexanes and lighter molecular material from the heavier naphtha stream.) Previously, vapor was condensed to liquid in the naphtha splitter and then reheated and vaporized in the deisohexanizer (DIH) column. The new design will take vaporized feed directly from the naphtha splitter to the deisohexanizer saving energy necessary to vaporize the DIH feed.



PAPERWORK . . . Loy Kelley, DU-2 operator, writes a work permit during the DU-2 turnaround. Operators performed many duties during the turnaround, including writing permits, serving as inspectors, and participating in safety and training programs.

WHILE COMBINING a number of functions into one turnaround, Waggoner is pleased with the effort. "Work during the turnaround and work performed on the run -- more than 350 welds were completed while the unit was running -- was done without any OSHA recordable injuries to Shell employees. Personnel of Brown and Root, the major contractor during the turnaround and construction effort, sustained only three OSHA recordables since they moved into the field last Fall. That is outstanding safety effort," he said.

"I was impressed with the effort of

7-week
pments

operators and shift foremen getting out and looking at equipment, walking down lines, punching out the unit -- doing hard, tedious work," he said.

Besides the tedious work, DU-2 operators wrote work permits, served as inspectors and participated in training classes to learn how to handle the new equipment. "A lot of time was spent by operators just familiarizing themselves with the unit," said Loy Kelley, a DU-2 operator. "So much has changed -- this is like a new unit."

"We have had outstanding effort and cooperation from operations, maintenance, project engineering, technical and all the support groups," Waggoner said.

PIPE CHECK...L. O. Jackson, a DU-2 operator, worked as an inspector during the recent turnaround. Jackson inspected newly installed pipe for proper thickness.

A TURNAROUND of an integral unit like DU-2 affects many groups, said Hurschel Mann of Economics and Scheduling. "Depending on your perspective, distilling is the source of refining operations or is right in the middle of operations. In any case, it affects a half dozen units downstream," he said.

At DPMC the units affected include Cat Reformer-3 (CR-3), Platformer, Cat Cracker, Selective Hydrocracker, Olefins Plant and others. Operations at DPMC are so integrated that once one unit is affected, that affects another unit.

CR-3 was the most critically affected unit. HDU-2, part of DU-2, treats the majority of naphtha used for CR-3 and Platformer feed stock. HDU-1 can make only one-third the CR-3 feedstock HDU-2 can make.

Economics and Scheduling knew this problem would exist and took four basic measures: accumulated CR-3 feed, bought CR-3 feed, ran CR-3 at reduced rates, and pushed HDU-1 at higher than normal rates to produce CR-3 feed during the turnaround.

"Prior to the DU-2 shutdown we pushed HDU-2 to build up CR-3 feedstock inventory," said Mann. "We had to reallocate some gasoline holding tanks to handle the feed since we had 250,000 barrels more on hand than usual. We also bought feed from the outside."

But even that wasn't enough. Prior to the DU-2 turnaround, CR-3 production was reduced to allow an accumulation of feed. Reduced rates continued through the DU-2 shutdown.

TEST DRIVE...Loren Osborne, electrical inspector, left, points to electronic controls for adjustable frequency drive motors installed during the recent DU-2 turnaround. Osborn was familiarizing Victor Branch, DU-2 operations supervisor, with the equipment during testing conducted by General Electric field engineer Mark Yokubaitis. The adjustable speed motors will allow DU-2 operators to more tightly control product flow rates and pressures than with conventional control valves.

IF THE UNIT is going to run at minimum rates for three months, why not shut it down for the turnaround? "We can't shut it down because CR-3 makes some gasoline and aromatics which we sell. Also, it is DPMC's major hydrogen supplier, supplying the Selective Hydrocracker and Olefins Plant-III," Mann explained. "If we shut down all the units affected during a turnaround instead of making adjustments and running, we would drastically interrupt the market."

So Economics and Scheduling plays a chess game where one move affects another and that another and so on. "It is not just Deer Park that is affected," Mann said. "We cut our crude processing rate in half for nearly two months, twice as long as usual. The Head Office Crude Supply folks had to reduce the amount of crude coming in because we couldn't process it. But we are contracted to buy so much crude, so the people in Crude Supply sold crude to other companies or traded with companies who needed extra crude now but might need to reduce crude supply during their own shutdown later.

"THE DOCKS AND DISPATCHING people had

(Continued on page 7)

Pay deferral plan begins Aug. 1

Two funds offer savings while reducing tax bite

BEGINNING AUG. 1 Shell employees will be able to reduce income taxes and at the same time participate in solid investment fund accounts through the Shell Pay Deferral Investment Fund.

Employees will be able to defer one to 11 percent of base pay income each pay period into investment fund accounts. Income is deferred before taxes, so employees are taxed at lower income rates.

Employees can choose from two accounts in which to invest deferred income -- Equities Investment Fund or Guaranteed Investment Fund -- or can invest in both accounts if they prefer, said Kali Giebel of Employee Relations.

If an employee decides to defer one percent up to 11 percent of base pay, the employee can put 100 percent of that amount in one account; or 75 percent in one, 25 percent in the other; or split the deferred income 50-50 between the accounts. It must be in 25 percent increments, Giebel said.

EQUITIES INVESTMENT FUND is a fund which invests in stocks of publicly traded companies. The rate of return is not fixed but varies --depending on how the fund's investments perform. The Equities Investment Fund will operate similarly to the Provident Fund's Equities Fund, but will have no connection to the Provident Fund, stressed Giebel.

GUARANTEED INVESTMENT FUND will pay a guaranteed rate of 13.55 percent through the end of 1985. At the end of 1985 the guaranteed rate could change. However, at some point during 1985, employees will be able to transfer monies between the funds.

Employees can change percentage of income deferred during any pay period and can change percentages designated to go to either investment fund during any pay period.

Giebel said the Shell Pay Deferral Plan is extremely flexible because Shell studied other companies' plans implemented earlier and built on those programs.

"The tax law which allows this type of plan, 401K, was passed a couple of years ago," she explained, "but all the details were not fully developed. Shell waited to see how this program would affect our other benefit plans, specifically our pension plan. It doesn't adversely affect any of the benefits, so Shell implemented its Pay Deferral Plan, building in popular options learned from studying other plans."

Some of the flexibilities include the ability to use money deposited in the investment fund through loans or hardship withdrawals, and provisions to reduce tax burdens when the money is taken out of the funds.

HARDSHIP WITHDRAWALS will become available as of 1985. The exact nature of "hardship" hasn't been defined by the Internal Revenue Service (IRS). "We would like to see buying a house, college education or major medical expense considered as reasons for hardship withdrawals," said Giebel. "But we have no idea how the IRS will rule."

Starting in mid-1985, an employee will be able to make a loan against his/her balance for any other reason, Giebel said. "Employees will be charged interest on the loan, but the interest paid goes into that employee's investment fund," she explained. "The money remaining in the investment fund continues to earn interest or gain equity. Additionally, the employee may qualify for a tax deduction for loan interest payments."

Flexible provisions protect employees from being overburdened by taxes when taking money out of the tax-sheltered investment funds. "Money taken from the accounts will be taxed, at that time, as ordinary income at prevailing tax rates," Giebel said. "However, employees have two options. The money can be rolled over to an IRA (Individual Retirement Account) and the taxes continue to be deferred. Or, if an employee has been in the program for five years, he can 10-year average the tax payments."

AN ADDITIONAL PROVISION allows employees who retire from Shell to leave their money on deposit for up to five years.

One aspect to keep in mind concerning the Shell Pay Deferral Plan is employees can't contribute fully to this plan and the Provident Fund, said Giebel. Since government regulations limit total amounts paid into benefit accounts, employees with more than 10 years service contributing the full 10 percent to the Provident Fund can only defer up to seven percent of their income. However, an employee has the option to reduce his/her contribution to the Provident Fund to five percent, still receive the full 10 percent company contribution and then be able to defer up to an 11 percent of base pay income each pay period to the Pay Deferral Plan.

"Shell studied 401K fully and put together one of the best programs in industry, with many flexibilities and options," said Giebel. "It may seem complicated; it is not. There is an answer for each question."

Giebel reminds employees more than 100 sessions explaining the program are scheduled during May and June. Presentations include a slide program, question and answer period and handouts with program details. "All employees should attend one of these sessions in order to gain a fuller understanding of this new benefit program," she said.

SAMPLING...Employees gather around the new SCORA barbecue pit to sample some of the first steak cooked on the pit during SCORA's April camping trip and bass tournament. From left are Hank Craddock, Juanita Batton, Marvin Batton, Jim Repp and Junior Guillot.

Shellegram to publish graduates' issue

The **Shellegram** will honor graduating sons and daughters of complex employees and retirees in the annual Graduate's Issue published in July.

Also, employees or spouses graduating from colleges who wish to be honored will be included in the special issue.

High school and college graduates must send a photograph (with the student's name lightly penciled on the back) along with the graduate's form printed on this page to **Shellegram** editor Dennis Winkler.

The deadline for submitting photographs and forms is Thursday, June 28.

The information can be sent by company mail or hand-delivered to Winkler in the North Administration Building, Room 238-A, or mailed to **Shellegram,** P.O. Box 100, Deer Park, TX, 77536.

Photographs, as well as complimentary copies of the Graduate's Issue, will be mailed to the employee-parent's address listed on the graduate's form.

TYPE OR PRINT CLEARLY

Graduate's Name _____ High School____ College____

Employee-Parent's Name _____ Department _____ Work Extension _____

Parent's Address _____ Home Phone _____
Street City Zip Code

School or College _____ Degree _____ Major/Minor _____

School Activites - Honors _____

_____

_____

Future Plans (College and major or work plans) _____

Attach photograph of graduate with name on back. Mail to: Shellegram, P.O. Box 100, Deer Park, TX 77536
Deadline for submission is June 28

Classified

FOR SALE

82 SILVERADO, SWB dual tanks, chrome bumper, auto, midnight blue, $7300. 476-9212

82 SILVERADO, SWB, Loaded, 28,000 mi. $6,500. Before 5, 750-7209, after 5, 644-2343

FIVE UNIROYAL steel belted radials with raised white letters, P-205-75-15 $275, four Chevrolet **RALLY WHEELS** 15x6.5 $200. 482-2883 after 5:30 p.m.

FOUR CHROME WHEELS, 6 lug, 15", gold knuckles, for Chevy pick-up, new, $225. 437-9684

LG. BRICK HOME, 4-2-2, S.E. Houston, 10 percent financing w/$15,000 down. 1-595-2084

WOODED 10-ACRE TRACKS in Centerville area. 479-4280

79 KAWASAKI K2 1000 MKII, 9300 mi., back rest & windshield, $1600. 479-2532

GRANDVIEW MEMORIAL PARK, Pasadena, 2 spaces, $700. 1-214-685-2687

SHAKESPEARE electric trolling motor 125, **MOTOROLA** 40 chnl CB $100. Both never used. **S&W 357 Mod. 19** hand gun, never fired $275. 481-3377

WHIRLPOOL Coppertone washer and dryer; concrete patio table w/benches & umbrella; 3 spd girl's bicycle. 479-7243

FALCON BASS BOAT, completely rigged w/big wheel galv. trailer. 473-2601 after 6 p.m.

T/C CONTENDER .30 Herriet, Dies, Pachmayr grip & forearm, 4XLeupold mag mounts, shoulder holster & shell box $300. 258-7896

SWIMMING POOL w/ a 19" 1.9 cu. ft. 38GPM Sand filter with dial back-wash valves and a 1 hp mtr. $750. **9x12 TENT** $50. 3 boys pants size 14, 3 ladies jeans size 7, purple, tan, white, like new, $3.50 ea. 473-3746

THANK YOU'S

C. S. "PAL" KIRKLAND sends along his thanks for the kind thoughts and retirement gifts and asks his many friends not to forget "Pal."

C. J. CLARK sends along his thanks for the presents given at his retirement party, the orchid to his wife and certificates presented. "I enjoyed trying to keep up with everyone for the past 25 years," said C. J., who kept a seniority list of Chemical Plant workers during that period.

DPMC shutdowns affect other Shell operations

(Continued from page 5)

markedly different functions during the DU-2 shutdown," Mann added. "Used to bringing crude into the complex and shipping product out, they were now bringing in already distilled product to be used as feed downstream of DU-2."

Some of this already distilled product was coming from other Shell locations. "We now are integrating our shutdowns between other Shell refineries much more," Mann said. "Wood River and Norco made adjustments in their distilling units to compensate some for our loss of DU-2. Later in the year, when we shut down the Cat Cracker, Wood River will shut down its distilling unit and we will supply their Cat Cracker feed from our distilling units."

Not only does what happens at one DPMC unit affect another DPMC unit, it can also affect Shell operations across the nation.

Wallace honored as Secretary of Year

For the second time in three years a DPMC administrative secretary has been recognized by the Deer Park Chamber of Commerce as the Year's Outstanding Deer Park Secretary.

Maxine Wallace was termed the "most deserving" secretary in the City of Deer Park for the 1984 honor bestowed during National Secretaries Week.

Irene Goedrich was Deer Park's 1982 Secretary of the Year.

Wallace met qualification guidelines established by the chamber which included basic office skills, organizational skills, courtesy, loyalty, discretion and self-motivation and initiative.

THE BEST...Maxine Wallace was honored by the Deer Park Chamber of Commerce during National Secretaries Week as the area's Secretary of the Year. On hand for the presentation were Mark Bidlack, left and Pat Carroll. Wallace is secretary for Bidlack and Carroll, as well as Bob Heinze who was unable to attend the surprise ceremonies.

While meeting the basic guidelines, Wallace stood out from the crowd of competition, said Betty Riess, Chairwoman for the Secretary of the Year Special Awards Committee. "Her boss (Pat Carroll, complex controller) wrote a letter praising her to the sky; he felt she was absolutely the best secretary," she said.

In his letter of recommendation Carroll told the chamber committee, "Mrs. Wallace performs, in a thoroughly professional manner, duties simultaneously for three distinctly different, and very important, functions within Shell's DPMC -- financial, operational and employee relations." Besides serving as a secretary for Carroll, Wallace is also secretary for Bob Heinze, special project manager -- cat cracker revamp, and Mark Bidlack, organizational effectiveness.

"Maxine's outside activities, civic related (including the Deer Park Chamber) and as a volunteer to needy organizations makes her a special person," Reiss added.

Wallace is an organizer of the DPMC Historical Society, a group of employees voluntarily preserving Shell Deer Park history, is a regular speaker at Deer Park Schools career days, and volunteers freely to various needy organizations. She was one of many Shell volunteers honored by the company recently at the annual recognition luncheon for SERVE (Shell Employees and Retirees Volunteerism Effort).

For a number of years, Wallace has been part of a small group of DPMC secretaries which helps welcome and check-in participants at monthly chamber luncheons. She has also headed and participated in the "Voice of the Chamber," a telephone calling committee -- and coordinates various Shell donations to chamber auctions. Carroll said, "She is always a willing helper for chamber projects."

Shellegram

Deer Park Manufacturing Complex

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