EACH GENERAL OFFICE DEPARTMENT HEAD

Dear Sir:

The Company plans to hold a special open house at the Goodland factory on Saturday, June 8. The tour of the project during the latter phases of construction will be staged for supervisory, administrative and professional personnel from the General Office and the factories in Colorado and Nebraska.

This will be strictly a "Great Westerner Day," for men employees only, and will be the only opportunity for these people to visit the factory until campaign operations commence in the fall. No women employees can be admitted to the site at this time because of the hazards of unfinished construction.

Transportation will be provided by chartered buses and lunch will be served at the factory. The trip to Goodland and the tour of the project will probably take at least 12 hours, leaving from the General Office about 7 o'clock in the morning and returning about 7 in the evening.

Since arrangements for the buses must be made in advance, please canvass the people in your department and let me know how many would definitely be interested in making the trip. They will probably be asked later to make a firm reservation for seating on the buses.

April 23, 1968

cc: Mr. C. J. Amos, Project Supt.