

Enclosure – 5

Copy of October 2005 Training
Schedule

Memo

To: ALL EMPLOYEES
From: Steve Nichols
Date: September 28, 2005
Re: October Meetings

The following are a list of meetings to take place in October of 2005:

- October 4th & 6th There will be a Soils I class to assist those who need to take their soils exam. It will be from 8 a.m. until it is finished and will meet in the conference room on the 3rd floor.
- October 11th & 13th There will be a Concrete I class to assist those who need to take their concrete exam. It will be from 8:00 a.m. until it is finished and will meet in the conference room on the 3rd floor.
- October 19th For new employees as well as those technicians and support staff who missed the meeting given on September 20th on a Safety Conscious Work Environment and Employee Protection you will need to meet in the conference room on the 3rd floor @ 8:00 a.m. until it is done.
- October 20th There will be a Radiation Safety and Project Managers meeting for the Technicians @ 5:00 pm.
- October 26th For new Project Managers and those who missed the Safety Conscious Work Environment class and Employee Protection given on September 21, you will need to meet in the 3rd floor conference room @ 8:00 a.m. until it is done.

If you have any questions please do not hesitate to contact Steve Nichols.