



November 25, 1991

### MONA RESPONDS TO THE 3 ALARM BLAZE AT THE GROSVENOR

Extra congrats go out to the Mona Technical Department. The fire marshal at the Grosvenor attributes fire alarm repairs made by Mona Electric in early spring as being very instrumental in saving lives in this big blaze.

On a recent preventative maintenance of the fire alarm system, Mona Technician Dave Johnson detected that the fire alarm bells couldn't be heard well enough in the back bedrooms. So George Adcock, Mona's Specialist in the Fire Alarm field, recommended CTM Transmitters in lieu of hard wiring as a way of economically providing the proper sound level to these remote areas. This increase sound level installed by Jim Quinn and crew was applauded by the Fire Marshal as a real life saving addition.

### NEW REGULATION

Please be aware as of January 26th a new law will be in effect for the physically disabled. This law requires a great deal of changes, mounting heights of switches, receptacles, fire alarm devices, adding flashing lights and audible alarms. Keep in touch with the office if you see or hear of customers who need help complying with this regulation.

### CUSTOMERS VISIT MONA

Over the last couple of months we have requested several of our customers to come by the office to meet with the management staff. Most of these customers, though we have been dealing with some of them for many years, did not realize the size of Mona Electric, both in the office and the field. These meetings have been very positive and informative for both the customer and Mona. The biggest point that the customers have expressed is that they are looking for

loyal, honest and hard working subcontractors that will be around for a while. In order to maintain this status at Mona we all need to push for high productivity and efficiency. Part of our corporate philosophy is to be more intimate with employees and customers.

### THE 2% SOLUTION

What you think affects what you do. If you spend time worrying, you accomplish little. Most time spent worrying is wasted. Worrying only drains your energy. While many people feel they have to worry or things will go wrong, speaker John R. Noe asserts that most fears are false and worrying about them is unnecessary. He offers this breakdown of the time people spend worrying.

- 1. Things that will never happen - 40%
- 2. Things in the past - 30%
- 3. Needless concerns about health - 12%
- 4. Petty and miscellaneous cares - 10%
- 5. Real and legitimate concerns - 8%

Of the 8% of worries that are real and legitimate, half are about things we cannot influence. Furthermore, by taking positive steps we can eliminate about 2% of the real dangers we face. Therefore, it makes sense to be concerned only about 2% of our worries. Rather than waste energy trying to figure out which that 2% is - just don't worry.

Television and the newspapers have a lot of press coverage about possible layoffs which causes people to worry about layoffs. Normally the cuts are in the 5-10% range, therefore put your efforts into being in the top 50% of the company and you won't have to worry....

### GIVE COMPLETE INFORMATION

When having forms/calls sent to the office for verification of employment please make sure you have the correct telephone number and the full name of the company you work for. i.e.: Mona Electrical Service, Inc. 868-8400 or Mona Electrical Construction, Inc. 868-8404. This will help us speed the processing of your information.

### WE NEED YOUR INPUT

In today's economic condition we need and welcome your suggestions and ideas that pertain to any facet of our business, such as: outside and inside the physical building; office, shop and field procedures, etc. We have different means for this information to get back to us and they are: suggestion boxes in the kitchen; letter or memo to Cap, Andy, Mark or any of the executives (signed or unsigned).

### HOLIDAY

This Thursday and Friday, November 28th and 29th, both the office and field will be off. Have a safe and happy Thanksgiving. EOE

