
MONA ELECTRICAL SERVICE, INC.

September 6, 1991

SUBSTANCE ABUSE UPDATE

Although some people over 21 choose to drink, one third of all American adults have decided not to. Some of the reasons they give for not drinking are:

- It's better for their health and fitness.
- They don't want the empty calories in alcohol.
- They don't like the taste.
- They want to feel totally in control of themselves.
- Their personal philosophies or religious beliefs don't include the use of alcohol or other drugs.

The bottom line is that nobody, youth or adult has to drink. Smart people are learning that it's perfectly OK to say "no".

TO ALL ELECTRICIANS:

Please check your paycheck stubs to make sure assessment dues are being deducted. If they are not, you need to call the hall and let them know. They will send you a card which you will need to turn into your department secretary.

FASCINATING FACT

Angry or frustrated parents should never shake an infant or young child. Since a young child's neck muscles are weak, this can cause brain or spinal-cord damage much like the whiplash that can occur in a car crash.

AUGUST SALES BONUS

Hip Hip Hooray to **John Hall** - John is the winner of the \$50.00 sales bonus for the month of August. Keep making those sales and your bonus is on its way to you!

ALL AMOCO TICKET USERS

Please make sure you turn all of your gas receipts in on a weekly basis. This is very important - we need it promptly to expedite our billing. Thank you for your cooperation!

FINAL WARNING TO FIELD ELECTRICIANS

Company policy requires you to wear approved work shoes for safety reasons. Therefore, this excludes tennis shoes. Any field electrician found wearing tennis shoes during working hours may be grounds for termination.

WISHING WADE SHELTON A SPEEDY RECOVERY

Last Friday, 08/30/91, Wade, Project Manager/Estimator, was involved in a car accident. He is now recuperating at home. We will keep you updated on his condition. We're thinking of you Wade and hope to see you back at the office soon.

EMPLOYEES OF THE MONTH

Drum roll please . . . as we announce September's Employees of the Month -
Lisa Carpenter and Mitch Hoskin!!!!

Lisa Carpenter, Accounts Payable/Purchasing, takes a lot of pride in her work. She is responsible for receivables on the computer, verification on vendor pricing and assisting purchasing. You'll always find Lisa helpful in filling in the missing pieces. Great job Lisa!

The Technical Department is happy to work with **Mitch Hoskin**, Technical Mechanic. Mitch completed an Energy Management project, Howard University U.D.C., in record time. Mitch was finished in 1/3 the approximated estimating hours. He is presently working on the Energy Management System at Independence Square II for E.M.S. Your commended for your outstanding efforts!

RUNNERS AND WALKERS NEEDED FOR 10-KILOMETER RACE

We are still in need of you Mona runners and walkers for the October 12th race to raise money for the Prince George's County Chamber of Commerce Anti-Drug Program. All races begin and end at the Capital Centre. The race includes a 10 kilometer race, a two-kilometer "fun run" and a one mile walk. Mona is a sponsor of this event. Give Barbara Huber a call if you would like to participate.

GRANDPARENTS DAY

Don't forget, Sunday, September 8th is Grandparents Day!

SAFETY NOTE

Report any injury immediately to your Foreman and he will make sure that the office is aware.

EOE