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March 2, 1983

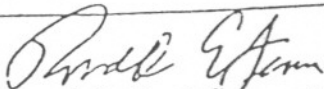
To All Department Heads

Subject: Dispensing of Medication by Departments

It has been a custom in some department for several years to stock so-called "green pills" and dispense them as they are requested by reporting people for minor symptoms of colds, headaches, etc. These pills contain an aspirin-like drug and caffeine. These pills were procured directly by the departments from Western Electric. Recently Western Electric has discontinued the handling of this substance, hence, there have been inquiries to the Medical Department regarding the procurement.

It should be pointed out that while the Medical Department has never endorsed the handling of medications by the departments, about 18 months ago this practice was part of an extremely biased article in the "Mother Jones" magazine.

The handling of these medications should cease and the procurement, purchase and administration of any medication should be strictly a personal problem to be addressed by the individual employee.


Ronald E. Finn, M. D.
Corporate Medical Director

C: P. W. Bertschmann