

Switchgear Divisions, Philadelphia  
October 5, 1948

48-2

MESSRS. J. LEE HUGHES, PITTSFIELD WORKS  
F. W. WARNER, PITTSFIELD WORKS  
H. R. JACKMAN, LYNN RIVER WORKS  
H. A. ANDERSON, WEST LYNN WORKS  
H. H. WATSON, BRIDGEPORT WORKS  
F. C. SARCHET, BLOOMFIELD WORKS  
P. T. SYWERT, ERIE WORKS  
G. H. DUNTON, SYRACUSE, ELECTRONICS PARK  
J. E. BURMESTER, SCHENECTADY, BLDG. #4  
M. ANDERSON, SCHENECTADY, BLDG. #2  
A. H. RAU, SCHENECTADY, BLDG. #2

Gentlemen:

No doubt you were as impressed as we were with the excellent presentation of Larry Miles "Value Analysis of Component Parts Design as a New Approach to Cost Reduction" given at our 101st Drafting Meeting in Schenectady.

You will recall that Mr. Marshall Anderson appointed at that time a Committee to act as a Task Force to head up these activities for the Drafting Committee.

It was felt that perhaps a good start could be made by preparing for presentation at the December meeting a brochure containing several examples from each of you, similar in nature to those described by Mr. Miles. With this in mind, we are asking each member of the Drafting Committee to prepare four or five examples of similar savings already accomplished in his Works. Please mail them to the Chairman of the Task Force with photographs suitable for incorporating in the proposed folder.

It has been suggested that these examples could be blown up on 30 x 40 cardboards to compose a traveling exhibit that could be presented at the various works.

We would be happy to receive any further suggestions in regards to furthering the project. An early reply will be appreciated.

Yours respectfully,  
SPECIAL TASK FORCE  
*W. J. Healy*  
W. J. HEALY, CHAIRMAN  
F. H. ECKHART  
C. A. ELLIS

WLH:kah

LD MILES, PURCHASING, SCHENECTADY  
SR FORSTER, DRAFTING & STANDARDS, SCHENECTADY