

JOHN J. DOOLEY, LEAD PLANT MANAGER
DES MOINES PROCESSING & DISTRIBUTION CENTER



August 24, 1995

MEMORANDUM TO: ALL EMPLOYEES
DES MOINES PROCESSING & DISTRIBUTION CENTER

SUBJECT: BREAKS

Please keep in mind that breaks are 15 minutes in duration. The break begins when you leave your workstation and ends when you return to your workstation. The 15 minutes are to allow employees to use the rest room facilities, get snacks or beverages. At the end of the 15 minutes the employee should be at their work station ready to work.



John J. Dooley
Plant Manager

MSW/Breaks

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