

To: [REDACTED]
From: G. Max
Sent: Sat 1/1/4501 5:00:00 AM

Add to checl list for PB that they have to check the fence is "max" proof

On the maintenance list - the hand rail should be sanded and have teak oil
appleied every 4 months

We need to start the maintenance list for the hse. Also we need to start a
'cleaning' manual. If you look ar Barracks manuals he sent it gives deails as to
how to turn the bed where to put out the glass etc. This is what JE is looking
for

I would like to see the Barrack manuals when I come in on Tues-

Thank you

G