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INTER-OFFICE CORRESPONDENCE
RICHMOND, VIRGINIA

TO: R. M. Gilman

DATE: December 22, 1992

FROM: ~~L. G. Jones~~ *L. G. Jones*

SUBJECT: **SAMPLING AND TESTING REQUIREMENTS FOR
CIGARETTE MANUFACTURING, PPI 800-100**

Attached you will find the 800-100 document which is being presented at this time for issue. The sampling and testing preliminary document has been circulated to concerned parties on numerous occasions for suggestions and comments; the latest being December 11, 1992. Applicable recommendations have been incorporated into the document.

It is acknowledged that there remain procedures to be written. However, the plan for Cigarette Manufacturing involved completing certain basic procedures which were needed to facilitate implementation of Total Quality Management processes. The unwritten procedures are to be completed as the needs of the four (4) facilities are further clarified. We will work with the Standards Laboratory to prioritize these procedures with the remaining procedures that are needed for the other sampling and testing plans.

With the submission of this document, the Q.C. Standardization effort is complete; however, we will continue to provide assistance in any way possible in this area.

LGJ/mp

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