

- 4.
- Before:** If the plant operator is calling from the East Coast for advice about the proper handling of chlorine, what number would he or she call? (*Phone numbers are given in the workplace document for Lachine, Dartmouth, Toronto, Edmonton, Winnipeg and Vancouver.*)
- After:** If the plant operator is calling from Lachine for advice about proper handling of chlorine, what number would he or she call?

**Problem:**

**Solution:**

- 5.
- Before:** Before filling out this document, what does the employee receive? (*A handbook is available.*)
- After:** What does the human resource specialist give out with this form?

**Problem:**

**Solution:**

- 6.
- Before:** Sweeteners are available in different states. In what state is the Sugar-Nutra in this container? The Supreme Sugar?
- After:** Some sweeteners are available in liquid form. In what form is the Product A sweetener in this container?

**Problem:**

**Solution:**

- 7.
- Before:** The secretary fills out information about the clients. Circle the section where she enters information about a client's credit history.
- After:** The secretary fills out information about the clients. Circle the section where the secretary enters information about a client's credit history.

**Problem:**

**Solution:**