

**AMERICAN SOCIETY
OF SAFETY ENGINEERS**

520 N. Northwest Highway
Park Ridge, Illinois 60068 USA

+1.847.699.2929
FAX +1.847.296.3769
www.asse.org



August 15, 2017

Eugene Satrun, CSP, CIH
NEIL ASSE Chapter President
Northeastern Illinois, Greater Chicago and Three Rivers Chapters
ExxonMobil Corp Medicine & Occ Health
11543 Swinford Lane
Mokena, IL 60448

Dear Mr. Satrun:

Your request for CEUs has been approved and I am pleased to award you the following for each conference attendee of the Northeastern Illinois, Greater Chicago and Three Rivers Chapters', Chicagoland Safety, Health & Environmental Conference on Monday, September 18th through Thursday, September 21st, 2017.

Date	Event	CEU Award
September 18, 19, 20, 21, 2017	½ Day Attendance - Chicagoland Safety, Health & Env. Conference	.3 per ½ Day
September 18, 19, 20, 2017	Full Day Attendance - Chicagoland Safety, Health & Env. Conference	.6 per Full Day
September 21, 2017	Full Day Attendance - Chicagoland Safety, Health & Env. Conference	.7

To receive the CEU Award you must provide the following information for each attendee on the enclosed Excel sign-in sheets. **Information must be typed and sent to us via email, so we can upload it into our system.** Do not change or alter the sign-in sheets. **Separate sign-in sheets have been provided for each event listed above.**

- For ASSE Members
Indicate member number and last name. **In advance of the PDC, ask attendees to bring their member number to the event to receive the CEU award.**
- For Non-members or Members that do not have or are unsure of their member number:
Please provide: Name (Last, First), Employer, Job Title, Complete Mailing Address, Telephone and Email.

Please note that we do not issue an individual certificate to any attendee, but attendees may receive a free CEU transcript by requesting it from our Customer Service Department at (847) 699-2929. Attendees may also request a transcript in writing to ASSE Customer Service, 520 N. Northwest Highway, Park Ridge, IL 60068. Please allow 4 to 6 weeks after receipt of sign-in sheets for the CEU Awards to be recorded. If you have any questions, please call me at (847) 768-3429.

Good luck with your conference.

Yours truly,

Teri Laliberte
Manager, Onsite and Global Education

Enclosure