



## Exhibit 4

Ethyl Petroleum Additives, Inc.  
501 Monsanto Avenue  
Sauget, Illinois 62201  
TEL: 618-583-1000

### LETTER OF AGREEMENT

August 8, 2000

TO: Diane Dettwiler  
Peggy Harris

FROM: Edward Cox

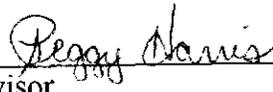
SUBJECT: Backup PEAP (Private Emergency Answering Point) Protocol

---

**The undersigned hereby agrees to follow and abide by the Backup PEAP (Private Emergency Answering Point) operating protocols outlined below:**

- **Location of Backup PEAP:** The backup PEAP is located in the plant Medical Department, also referred to as the plant nurse's office.
- **Equipment:** The backup PEAP is equipped with a Rolm Model 240 Enhanced Display Phone and is programmed with the same functionality (caller name, number, location, rollover capability to 4-4-4-4, etc.) as the Primary PEAP. The backup PEAP does NOT have a flashing red light to signify an incoming emergency call, but does have a unique ring distinguishable from the nurse's main phone.
- **Staffing:** The backup PEAP is ordinarily staffed Monday through Friday from 7 a.m. to 4 p.m. The backup PEAP is NOT staffed on off-shifts, weekends and holidays.
- **Mode of Operation:** During weekdays, the plant nurse monitors, but does not answer, incoming emergency calls. The Backup PEAP phone is not used for any other purpose other than managing 2-2-2-2 emergency calls. In the unlikely event the Primary PEAP does not answer an emergency call and the call arrives at the backup PEAP location, the nurse will contact the Daytime Emergency Coordinator (DEC) in accordance with "Checklist 3: Initial Notification Numbers / Log" of the Sauget Plant Emergency Response Manual (attached). The DEC will dispatch the necessary internal and external responders as appropriate for the emergency situation in accordance with the Core Plan found in the site emergency response plan.
- **Evacuation of Primary PEAP:** In the event the primary PEAP becomes uninhabitable or evacuated for any reason, a Q.C. Lab technician will report to the backup PEAP and staff this backup location until such time the Primary PEAP reactivated.

Diane Dettwiler   
Plant Nurse  
Medical Department

Peggy Harris   
Q.C. Lab Supervisor  
PEAP Supervisor

Edward M. Cox   
Environmental Advisor  
Daytime Emergency Coordinator