

U.S. Department of Labor
Occupational Safety and Health Administration
365 Smoke Tree Plaza
North Aurora, IL 60542
Phone: 630-896-8700 Fax: 630-892-2160



Citation and Notification of Penalty

To:
FIC AMERICA CORP.
and its successors
485 E. LIES RD.
Carol Stream, IL 60188

Inspection Number: 1018284
Inspection Date(s): 01/14/2015 - 06/29/2015
Issuance Date: 07/01/2015

Inspection Site:
301 LONGVIEW DR.
Bloomington, IL 60108

The violation(s) described in this Citation and Notification of Penalty is (are) alleged to have occurred on or about the day(s) the inspection was made unless otherwise indicated within the description given below.

This Citation and Notification of Penalty (this Citation) describes violations of the Occupational Safety and Health Act of 1970. The penalty(ies) listed herein is (are) based on these violations. You must abate the violations referred to in this Citation by the dates listed and pay the penalties proposed, unless within 15 working days (excluding weekends and Federal holidays) from your receipt of this Citation and Notification of Penalty **you either call to schedule an informal conference (see paragraph below) or you mail a notice of contest** to the U.S. Department of Labor Area Office at the address shown above. Please refer to the enclosed booklet (OSHA 3000) which outlines your rights and responsibilities and which should be read in conjunction with this form. Issuance of this Citation does not constitute a finding that a violation of the Act has occurred unless there is a failure to contest as provided for in the Act or, if contested, unless this Citation is affirmed by the Review Commission or a court.

Posting - The law requires that a copy of this Citation and Notification of Penalty be posted immediately in a prominent place at or near the location of the violation(s) cited herein, or, if it is not practicable because of the nature of the employer's operations, where it will be readily observable by all affected employees. This Citation must remain posted until the violation(s) cited herein has (have) been abated, or for 3 working days (excluding weekends and Federal holidays), whichever is longer.

Informal Conference - An informal conference is not required. However, if you wish to have such a conference you may request one with the Area Director during the 15 working day contest period. During such an informal conference you may present any evidence or views which you believe would support an adjustment to the citation(s) and/or penalty(ies).

If you are considering a request for an informal conference to discuss any issues related to this Citation and Notification of Penalty, you must take care to schedule it early enough to allow time to contest after the informal conference, should you decide to do so. Please keep in mind that a written letter of intent to contest must be submitted to the Area Director within 15 working days of your receipt of this Citation. The running of this contest period is not interrupted by an informal conference.

If you decide to request an informal conference, please complete, remove and post the Notice to Employees next to this Citation and Notification of Penalty as soon as the time, date, and place of the informal conference have been determined. Be sure to bring to the conference any and all supporting documentation of existing conditions as well as any abatement steps taken thus far. If conditions warrant, we can enter into an informal settlement agreement which amicably resolves this matter without litigation or contest.

Right to Contest – You have the right to contest this Citation and Notification of Penalty. You may contest all citation items or only individual items. You may also contest proposed penalties and/or abatement dates without contesting the underlying violations. **Unless you inform the Area Director in writing that you intend to contest the citation(s) and/or proposed penalty(ies) within 15 working days after receipt, the citation(s) and the proposed penalty(ies) will become a final order of the Occupational Safety and Health Review Commission and may not be reviewed by any court or agency.**

Penalty Payment – Penalties are due within 15 working days of receipt of this notification unless contested. (See the enclosed booklet and the additional information provided related to the Debt Collection Act of 1982.) Make your check or money order payable to “DOL-OSHA”. Please indicate the Inspection Number on the remittance. You can also make your payment electronically on www.pay.gov. On the left side of the pay.gov homepage, you will see an option to Search Public Forms. Type “OSHA” and click Go. From the results, click on **OSHA Penalty Payment Form**. The direct link is:

<https://www.pay.gov/paygov/forms/formInstance.html?agencyFormId=53090334>.

You will be required to enter your inspection number when making the payment. Payments can be made by credit card or Automated Clearing House (ACH) using your banking information. Payments of \$25,000 or more require a Transaction ID, and also must be paid using ACH. If you require a Transaction ID, please contact the OSHA Debt Collection Team at (202) 693-2170.

OSHA does not agree to any restrictions or conditions or endorsements put on any check, money order, or electronic payment for less than the full amount due, and will process the payments as if these restrictions or conditions do not exist.

Notification of Corrective Action – For each violation which you do not contest, you must provide *abatement certification* to the Area Director of the OSHA office issuing the citation and identified above. This abatement certification is to be provided by letter within 10 calendar days after each abatement date. Abatement certification includes the date and method of abatement. If the citation indicates that the violation was corrected during the inspection, no abatement certification is required for that item. The abatement certification letter must be posted at the location where the violation appeared and the corrective action took place or employees must otherwise be effectively informed about abatement activities. A sample abatement certification letter is enclosed with this Citation. In addition, where the citation indicates that *abatement documentation* is necessary, evidence of the purchase or repair of equipment, photographs or video, receipts, training records, etc., verifying that abatement has occurred is required to be provided to the Area Director.

Employer Discrimination Unlawful – The law prohibits discrimination by an employer against an

employee for filing a complaint or for exercising any rights under this Act. An employee who believes that he/she has been discriminated against may file a complaint no later than 30 days after the discrimination occurred with the U.S. Department of Labor Area Office at the address shown above.

Employer Rights and Responsibilities – The enclosed booklet (OSHA 3000) outlines additional employer rights and responsibilities and should be read in conjunction with this notification.

Notice to Employees – The law gives an employee or his/her representative the opportunity to object to any abatement date set for a violation if he/she believes the date to be unreasonable. The contest must be mailed to the U.S. Department of Labor Area Office at the address shown above and postmarked within 15 working days (excluding weekends and Federal holidays) of the receipt by the employer of this Citation and Notification of Penalty.

Inspection Activity Data – You should be aware that OSHA publishes information on its inspection and citation activity on the Internet under the provisions of the Electronic Freedom of Information Act. The information related to these alleged violations will be posted when our system indicates that you have received this citation. You are encouraged to review the information concerning your establishment at www.osha.gov. If you have any dispute with the accuracy of the information displayed, please contact this office.



NOTICE TO EMPLOYEES OF INFORMAL CONFERENCE

An informal conference has been scheduled with OSHA to discuss the citation(s) issued on 07/01/2015. The conference will be held by telephone or at the OSHA office located at 365 Smoke Tree Plaza, North Aurora, IL 60542 on _____ at _____.

Employees and/or representatives of employees have a right to attend an informal conference.

CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Inspection Number: 1018284

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108
Issuance Date: 07/01/2015

List the specific method of correction for each item on this citation in this package that does not read "Corrected During Inspection" and return to: **U.S. Department of Labor – Occupational Safety and Health Administration, 365 Smoke Tree Plaza, North Aurora, IL 60542**

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

I certify that the information contained in this document is accurate and that the affected employees and their representatives have been informed of the abatement.

Signature

Date

Typed or Printed Name

Title

NOTE: 29 USC 666(g) whoever knowingly makes any false statements, representation or certification in any application, record, plan or other documents filed or required to be maintained pursuant to the Act shall, upon conviction, be punished by a fine of not more than \$10,000 or by imprisonment of not more than 6 months or both.

POSTING: A copy of completed Corrective Action Worksheet should be posted for employee review



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

The alleged violations below have been grouped because they involve similar or related hazards that may increase the potential for injury or illness.

Citation 1 Item 1 a Type of Violation: **Serious**

29 CFR 1910.147(c)(4)(i): Procedures shall be developed, documented and utilized for the control of potentially hazardous energy when employees are engaged in the activities covered by this section:

Bloomingdale:

On or about January 6, 2015, the employer did not develop and document hazardous energy control procedures for utilization by employees who perform maintenance and servicing tasks on machine cells lines such as LH-2. Employees were exposed to amputation hazards.

Carol Stream: Stamping

The employer did not develop and document hazardous energy control procedures for utilization by employees who perform maintenance and servicing tasks on the SMG Feintool 630 #1 Mandrel. Employees were exposed to amputation hazards.

Abatement documentation is required for this item in accordance with the requirements of 29 CFR 1903.19(d).

Date By Which Violation Must be Abated:
Proposed Penalty:

08/18/2015
\$7000.00



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 1 Item 1 b Type of Violation: **Serious**

29 CFR 1910.147(c)(4)(ii): The energy control procedures did not clearly and specifically outline the scope, purpose, authorization, rules, and techniques to be utilized for the control of hazardous energy, including, but not limited to items (a) through (d) of this section:

Carol Stream Stamping:

The energy control procedures did not identify how to isolate gravity which is listed under energy sources on the procedure for machines:

- a) H&F 2500 Transfer #1
- b) Komatsu 800 Blanker # 2
- c) SMG Feintool 630 #1

Abatement documentation is required for this item in accordance with the requirements of 29 CFR 1903.19(d).

Date By Which Violation Must be Abated:

08/18/2015



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 1 Item 1 c Type of Violation: **Serious**

29 CFR 1910.147(c)(5)(i): Locks, tags, chains, wedges, key blocks, adapter pins, self-locking fasteners, or other hardware shall be provided by the employer for isolating, securing or blocking of machines or equipment from energy sources:

Operators assigned to perform job tasks such as die setting were not provided with locks for use on mechanical power presses.

- a) SMG Feintool 630# 1
- b) H&F 2500 Transfer #1
- c) Komatsu 250T

Abatement documentation is required for this item in accordance with the requirements of 29 CFR 1903(d).

Date By Which Violation Must be Abated:

08/18/2015



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 1 Item 2 Type of Violation: **Serious**

29 CFR 1910.147(c)(7)(i): The employer shall provide training to ensure that the purpose and function of the energy control program are understood by employees and that the knowledge and skills required for the safe application, usage, and removal of the energy controls are acquired by employees:

Welding- The employer did not provide adequate training to ensure that employees assigned to perform servicing and maintenance understood the function of the hazardous energy control program. Operators had not gained the knowledge and skills required for safe application and usage of energy controls such as, but not limited to energy isolating devices and hardware.

Stamping- The employer did not provide adequate training to ensure that employees assigned to perform servicing and maintenance understood the function of the hazardous energy control program. Operators had not gained the knowledge and skills required for safe application, usage, and the removal of the energy controls such as, but not limited to energy isolating devices and hardware.

Abatement documentation is required for this item in accordance with the requirements of 29 CFR 1903.19(d).

Date By Which Violation Must be Abated:	08/18/2015
Proposed Penalty:	\$7000.00



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 1 Item 3 Type of Violation: **Serious**

29 CFR 1910.147(d): The established procedures for the application of energy control (the lockout or tagout procedures) shall cover the following elements and actions and shall be done in the following sequence:

Employees who performed servicing and maintenance on and around welding robots were not required to:

- (1) know the type and magnitude of the energy, the hazards of the energy to be controlled, and the method or means to control the energy,
- (2) turn off and shut down the machines,
- (3) physically locate and operate energy isolating devices in such a manner as to isolate the machine or equipment from the energy source,
- (4) affix lockout or tagout devices to each energy isolating device,
- (5) prior to starting work on machines that have been locked out or tagged out, verify that isolation and de-energization of the machine or equipment have been accomplished.

Employees required to rely upon electronic control components were exposed to struck-by hazards from unexpected start-up and energizing of welders including, but not limited to Welder F-01 and Welders in E-Line.

Abatement documentation is required for this item in accordance with the requirements of 29 CFR 1903.19(d).

Date By Which Violation Must be Abated:
Proposed Penalty:

08/18/2015
\$7000.00



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 1 Item 4 Type of Violation: **Serious**

29 CFR 1910.212(a)(1): One or more methods of machine guarding was not provided to protect the operator and other employees in the machine area from hazards such as those created by point of operation, ingoing nip points, rotating parts, flying chips and sparks:

Carol Stream:

- (a) Stamping- Employees working at the SMG Feintool 630 #1 were exposed to injury from being struck by rotating equipment components during regular coil loading operations.
- (b) Stamping- Employees working at the SMG Feintool 630 #1 were exposed to injury while clearing scrap from the cutoff shear. A movable guard on the scrap chute was provided a sensor that had been bypassed.
- (c) Welding- Operators and other employees were exposed to being struck by flying sparks and chips from welding operations on the G-03 welder.

Abatement documentation is required for this item in accordance with the requirements of 29 CFR 1903.19(d).

Date By Which Violation Must be Abated: 08/18/2015
Proposed Penalty: \$7000.00



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 1 Item 5 Type of Violation: **Serious**

29 CFR 1910.212(a)(3)(ii): The point of operation of machines whose operation exposes an employee to injury, shall be guarded. The guarding device shall be in conformity with any appropriate standards therefor, or, in the absence of applicable specific standards, shall be so designed and constructed as to prevent the operator from having any part of his body in the danger zone during the operating cycle.

(a) Employees feeding and removing parts from the point of operation in cell line machines including to LH-2 were exposed to pinch point hazards due to installation of ineffective electronic safeguarding devices.

(b) Employees feeding and removing parts from the point of operation at robotic welding stations including E-line process 3 were exposed to pinch point hazards due to installation of ineffective electronic safeguarding devices.

Abatement documentation is required for this item in accordance with 29 CFR 1903.19(d).

Date By Which Violation Must be Abated:
Proposed Penalty:

08/18/2015
\$7000.00

U.S. Department of Labor
Occupational Safety and Health Administration

Inspection Number: 1018284
Inspection Date(s): 01/14/2015 - 06/29/2015
Issuance Date: 07/01/2015



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 1 Item 6 Type of Violation: **Serious**

29 CFR 1910.217(b)(13): When required by paragraph (c)(5) of this section, the control system shall be constructed so that a failure within the system does not prevent the normal stopping action from being applied to the press when required, but does prevent initiation of a successive stroke until the failure is corrected. The failure shall be detectable by a simple test, or indicated by the control system. This requirement does not apply to those elements of the control system which have no effect on the protection against point of operation injuries.

Machinery such as, but not limited to Aida 150 T # 3 and # 4 had controls systems containing presence sensing devices that compromised control reliability. Employees feeding each part into the point of operation, by hand, were exposed to failures in the system that were likely to result successive strokes and result in amputation injury.

Abatement documentation is required for this item in accordance with the requirements of 29 CFR 1903.19(d).

Date By Which Violation Must be Abated: 08/18/2015
Proposed Penalty: \$7000.00

See pages 1 through 4 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

U.S. Department of Labor
Occupational Safety and Health Administration

Inspection Number: 1018284
Inspection Date(s): 01/14/2015 - 06/29/2015
Issuance Date: 07/01/2015



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 1 Item 7 Type of Violation: **Serious**

29 CFR 1910.217(c)(3)(iii)(f): Guards shall be used to protect all areas of entry to the point of operation not protected by the presence sensing device.

Bloomingdale- Employees working at the Komatsu 250 Ton and the Komatsu 300 Ton mechanical power presses were not protected while working in areas not guarded by presence sensing devices. Employees were exposed to amputation injuries resulting from pinch point and struck-by hazards.

Abatement documentation is required for this item in accordance with the requirements of 29 CFR 1903.19(d).

Date By Which Violation Must be Abated:
Proposed Penalty:

08/18/2015
\$5500.00

See pages 1 through 4 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

U.S. Department of Labor
Occupational Safety and Health Administration

Inspection Number: 1018284
Inspection Date(s): 01/14/2015 - 06/29/2015
Issuance Date: 07/01/2015



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 1 Item 8 Type of Violation: **Serious**

29 CFR 1910.333(a): Safety-related work practices were not employed to prevent electric shock or other injuries resulting from either direct or indirect electrical contacts, when work was performed near or on equipment or circuits which were or could be energized.

An employee assigned to troubleshoot and/or perform voltage testing at equipment energized at up to 480 volts AC without employing adequate safety related work practices was exposed to electrical hazards likely to result in electrocution, shock and/or burns from contact with energized parts.

Abatement documentation is required for this item in accordance with the requirements of 29 CFR 1903.19(d).

Date By Which Violation Must be Abated:	08/18/2015
Proposed Penalty:	\$7000.00

See pages 1 through 4 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

U.S. Department of Labor
Occupational Safety and Health Administration

Inspection Number: 1018284
Inspection Date(s): 01/14/2015 - 06/29/2015
Issuance Date: 07/01/2015



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 1 Item 9 Type of Violation: **Serious**

29 CFR 1910.335(a)(1): Employees working in areas where there were potential electrical hazards were not provided with, and did not use, electrical protective equipment that is appropriate for the specific parts of the body to be protected and for the work to be performed:

An employee was assigned to troubleshoot and/or perform voltage testing at equipment energized at up to 480 volts AC. The employer did not provide the employee with the adequate personal protective equipment exposing the employee to electrocution, shock and or burns from contact with energized parts.

Abatement documentation is required for this item in accordance with the requirements of 29 CFR 1903.19(d).

Date By Which Violation Must be Abated:
Proposed Penalty:

08/18/2015
\$7000.00

See pages 1 through 4 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

U.S. Department of Labor
Occupational Safety and Health Administration

Inspection Number: 1018284
Inspection Date(s): 01/14/2015 - 06/29/2015
Issuance Date: 07/01/2015



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 2 Item 1 Type of Violation: **Repeat**

29 CFR 1910.184(c)(7): Sling(s) were not padded or protected from sharp edges of their loads:

On 2/27/15 at the Carol Stream facility in the stamping area the employer did not protect chain slings from sharp edges of metal strip coils being hoisted near employees on the SMG Feintool 630 #1. Employees were exposed to being crushed by falling/rolling metal coils.

FIC America Corp. was previously cited for a violation of this occupational safety and health standard or its equivalent standard 1910.184(c)(7), which was contained in OSHA inspection number 905809, citation number 1, item number 1 and was affirmed as a final order on November 5, 2013, with respect to a workplace located at 301 Long View Drive Bloomingdale IL, 60108.

Abatement documentation is required for this item in accordance with 29 CFR 1903.19(d).

Date By Which Violation Must be Abated:	07/28/2015
Proposed Penalty:	\$27500.00

See pages 1 through 4 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

U.S. Department of Labor
Occupational Safety and Health Administration

Inspection Number: 1018284
Inspection Date(s): 01/14/2015 - 06/29/2015
Issuance Date: 07/01/2015



Citation and Notification of Penalty

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108

Citation 3 Item 1 Type of Violation: **Other-than-Serious**

29 CFR 1910.305(j)(1)(i): Receptacles had live parts that were normally exposed to employee contact:

The employer provided a 120 Volt AC receptacle for use at the front of the SMG Feintool 630 mechanical power press that exposed employees to contact with live parts because the receptacle did not have a cover.

Abatement certification is required for this item in accordance with 29 CFR 1903.19(c).

Date By Which Violation Must be Abated:

07/28/2015

Proposed Penalty:

\$0.00

A handwritten signature in blue ink, appearing to read "Jacob Scott", written over a horizontal line.

Jacob Scott
Area Director

See pages 1 through 4 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.

U.S. Department of Labor
Occupational Safety and Health Administration
365 Smoke Tree Plaza
North Aurora, IL 60542
Phone: 630-896-8700 Fax: 630-892-2160



INVOICE / DEBT COLLECTION NOTICE

Company Name: FIC AMERICA CORP.
Inspection Site: 301 LONGVIEW DR., Bloomingdale, IL 60108
Issuance Date: 07/01/2015

Summary of Penalties for Inspection Number	1018284
Citation 1, Serious	\$61500.00
Citation 2, Repeat	\$27500.00
Citation 3, Other-than-Serious	\$0.00
TOTAL PROPOSED PENALTIES	\$89000.00

To avoid additional charges, please remit payment promptly to this Area Office for the total amount of the uncontested penalties summarized above. Make your check or money order payable to: "DOL-OSHA". Please indicate OSHA's Inspection Number (indicated above) on the remittance. You can also make your payment electronically on www.pay.gov. On the left side of the pay.gov homepage, you will see an option to Search Public Forms. Type "OSHA" and click Go. From the results, click on **OSHA Penalty Payment Form**. The direct link is <https://www.pay.gov/paygov/forms/formInstance.html?agencyFormId=53090334>. You will be required to enter your inspection number when making the payment. Payments can be made by credit card or Automated Clearing House (ACH) using your banking information. Payments of \$25,000 or more require a Transaction ID, and also must be paid using ACH. If you require a Transaction ID, please contact the OSHA Debt Collection Team at (202) 693-2170.

OSHA does not agree to any restrictions or conditions or endorsements put on any check, money order, or electronic payment for less than the full amount due, and will cash the check or money order as if these restrictions or conditions do not exist.

If a personal check is issued, it will be converted into an electronic fund transfer (EFT). This means that our bank will copy your check and use the account information on it to electronically debit your account for the amount of the check. The debit from your account will then usually occur within 24 hours and will be shown on your regular account statement. You will not receive your original check back. The bank will destroy your

original check, but will keep a copy of it. If the EFT cannot be completed because of insufficient funds or closed account, the bank will attempt to make the transfer up to 2 times.

Pursuant to the Debt Collection Act of 1982 (Public Law 97-365) and regulations of the U.S. Department of Labor (29 CFR Part 20), the Occupational Safety and Health Administration is required to assess interest, delinquent charges, and administrative costs for the collection of delinquent penalty debts for violations of the Occupational Safety and Health Act.

Interest: Interest charges will be assessed at an annual rate determined by the Secretary of the Treasury on all penalty debt amounts not paid within one month (30 calendar days) of the date on which the debt amount becomes due and payable (penalty due date). The current interest rate is one percent (1%). Interest will accrue from the date on which the penalty amounts (as proposed or adjusted) become a final order of the Occupational Safety and Health Review Commission (that is, 15 working days from your receipt of the Citation and Notification of Penalty), unless you file a notice of contest. Interest charges will be waived if the full amount owed is paid within 30 calendar days of the final order.

Delinquent Charges: A debt is considered delinquent if it has not been paid within one month (30 calendar days) of the penalty due date or if a satisfactory payment arrangement has not been made. If the debt remains delinquent for more than 90 calendar days, a delinquent charge of six percent (6%) per annum will be assessed accruing from the date that the debt became delinquent.

Administrative Costs: Agencies of the Department of Labor are required to assess additional charges for the recovery of delinquent debts. These additional charges are administrative costs incurred by the Agency in its attempt to collect an unpaid debt. Administrative costs will be assessed for demand letters sent in an attempt to collect the unpaid debt.



Jacob Scott
Area Director



Date