

U.S. Department of Labor
Occupational Safety and Health Administration
1995 North Park Place
Suite 525
Atlanta, GA 30339
Phone: 678-903-7301 Fax: 770-984-8855



Citation and Notification of Penalty

To:
Georgia Power Company
and its successors
317 Covered Bridge Rd. SW
Plant Bowen
Cartersville, GA 30120

Inspection Number: 1102415
Inspection Date(s): 10/27/2015 - 04/18/2016
Issuance Date: 04/26/2016

Inspection Site:
317 Covered Bridge Rd. SW
Plant Bowen
Cartersville, GA 30120

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 **Assistant Area Director Steven Washington** 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 04/26/2016. The conference will be held by telephone or at the OSHA office located at 1995 North Park Place, Suite 525, Atlanta, GA 30339 on _____ at

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

CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Inspection Number: 1102415

Company Name: Georgia Power Company
Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120
Issuance Date: 04/26/2016

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, 1995 North Park Place, Suite 525, Atlanta, GA 30339**

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

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

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Citation and Notification of Penalty

Company Name: Georgia Power Company
Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

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 1910.269(a)(3)(iii): The contract employer and the host employer did not coordinate their work rules and procedures so that each employee of the contract employer and the host employer is protected as required by this section.

a. JBR 3/4 Building - The Georgia Power Company and ABB, Inc. Company did not coordinate their work rules and procedures so that both Georgia Power Company and ABB, Inc. personnel were protected from shock and arc blast/flash hazards while performing circuit buss modification in Frame Cabinets 1, 1A and 7.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:
Proposed Penalty:

06/13/2016
\$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

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Citation and Notification of Penalty

Company Name: Georgia Power Company

Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

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

29 CFR 1910.269(d)(8)(iv): Whenever outside servicing personnel are to be engaged in activities covered by paragraph (d) of this section, the on-site employer and the outside employer shall inform each other of their respective lockout or tagout procedures, and each employer shall ensure that his or her personnel understand and comply with restrictions and prohibitions of the energy control procedures being used.

a. Plant Bowen, JBR 3/4 Building - Prior to performing electrical circuit modification work using Georgia Power Company clearance procedures, Georgia Power Company and ABB, Inc. did not inform each others employee representatives of their respective lockout or tagout program, procedures and policies to ensure each employee understood and complied with the restrictions and prohibitions of the energy control procedures being used.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

06/13/2016

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Citation and Notification of Penalty

Company Name: Georgia Power Company

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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 2 a Type of Violation: **Serious**

29 CFR 1910.269(d)(2)(iii): Procedures shall be developed, documented, and used for the control of potentially hazardous energy covered by paragraph (d) of this section.

a. Plant Bowen, JBR 3/4 Building, Buss B - The Georgia Power clearance procedure used to isolate Frames 1 and 1A did not isolate all sources of power thereby exposing employees and subcontractors to the hazard of arc flash/blast and shock.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

06/13/2016

Proposed Penalty:

\$7000.00

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Citation and Notification of Penalty

Company Name: Georgia Power Company

Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

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

29 CFR 1910.269(d)(2)(iv)(D): Specific requirements for testing a machine or equipment to determine and verify the effectiveness of lockout devices, tagout devices, and other energy control measures.

a. Plant Bowen, JBR 3/4 Building, Buss B - The tagout procedure used to isolate Frames 1 and 1A and render the equipment safe, did not include specific techniques and methods necessary for checking and verifying the absence of voltage on the equipment and for the hanging of temporary protective grounding cables.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

06/13/2016

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
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Citation and Notification of Penalty

Company Name: Georgia Power Company

Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

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

29 CFR 1910.269(d)(2)(ii)(B)(2): In demonstrating that a level of safety is achieved in the tagout program equivalent to the level of safety obtained by the use of a lockout program, the employer shall demonstrate full compliance with all tagout-related provisions of this standard together with such additional elements as are necessary to provide the equivalent safety available from the use of a lockout device. Additional means to be considered as part of the demonstration of full employee protection shall include the implementation of additional safety measures such as the removal of an isolating circuit element, blocking of a controlling switch, opening of an extra disconnecting device, or the removal of a valve handle to reduce the likelihood of inadvertent energizing.

a. Plant Bowen, JBR 3/4 Building - The Georgia Power Company does not have a tagout program which demonstrated a level of safety equivalent to that of a lockout program in that the written clearance procedure did not contain additional steps necessary for demonstrating equivalency such as the additional safety measure of removing an additional isolating circuit element or the opening of an additional disconnecting device.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

06/13/2016

Proposed Penalty:

\$7000.00

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Citation and Notification of Penalty

Company Name: Georgia Power Company

Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

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 4 a Type of Violation: **Serious**

29 CFR 1910.269(d)(8)(ii): When servicing or maintenance is performed by a crew, craft, department, or other group, they shall use a procedure which affords the employees a level of protection equivalent to that provided by the implementation of a personal lockout or tagout device. Group lockout or tagout devices shall be used in accordance with the procedures required by paragraphs (d)(2)(iii) and (d)(2)(iv) of this section including, but not limited to, the following specific requirements:

- a. Plant Bowen, JBR 3/4 Building - The contractors crew members who worked on the buss bar and in the switchgear did not have a procedure which afforded each exposed employee with a level of protection from shock and arc flash/blast hazards equivalent to that of a personal lock.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

06/13/2016

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

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Citation and Notification of Penalty

Company Name: Georgia Power Company
Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

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

29 CFR 1910.269(d)(8)(ii)(B): Provision shall be made for the authorized employee to ascertain the exposure status of all individual group members with regard to the lockout or tagout of the machine or equipment;

a. Plant Bowen, JBR 3/4 Building - The controlling employers tagout (clearance) procedure did not provide a provision to ensure that the contract primary authorized employee was provided an opportunity to review and inspect all energy isolating point, in that the contract authorized employee was not allowed to view and verify low voltage energy source isolation points.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

06/13/2016

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

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Citation and Notification of Penalty

Company Name: Georgia Power Company
Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

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

29 CFR 1910.269(n)(6)(i): The employer shall ensure that, when an employee attaches a ground to a line or to equipment, the employee attaches the ground-end connection first and then attaches the other end by means of a live-line tool. For lines or equipment operating at 600 volts or less, the employer may permit the employee to use insulating equipment other than a live-line tool if the employer ensures that the line or equipment is not energized at the time the ground is connected or if the employer can demonstrate that each employee is protected from hazards that may develop if the line or equipment is energized.

a. Plant Bowen, JBR 3/4 Building - The employer did not ensure that when an employee attached a personal protective grounding cable to previously energized equipment, such as the buss bar and switchgear, a live-line tool or equivalent PPE was used in lieu of installation by hand.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	06/13/2016
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

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Citation and Notification of Penalty

Company Name: Georgia Power Company
Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

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

29 CFR 1910.269(d)(2)(iv)(B): Specific procedural steps for shutting down, isolating, blocking and securing machines or equipment to control hazardous energy;

a. Plant Bowen, JBR 3/4 Building, Bus B - The employer did not develop and issue a specific clearance (tagout procedure) which included specific procedural steps necessary for the hanging of temporary protective grounds in Frame #7

Georgia Power Company was previously cited for a violation of this Occupational Safety and Health Standard 29 CFR 1910.268(d)(2)(iv)(B), which was contained in OSHA Inspection Number 900009, Citation Number 1, Item Number 6b and was affirmed as a final order on December 5, 2014, with respect to a workplace located at Plant Bowen, 317 Covered Bridge Rd SW, Cartersville GA 30120.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	06/13/2016
Proposed Penalty:	\$38500.00

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: 1102415
Inspection Date(s): 10/27/2015 - 04/18/2016
Issuance Date: 04/26/2016



Citation and Notification of Penalty

Company Name: Georgia Power Company
Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

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

29 CFR 1910.269(d)(6)(vii): Before starting work on machines or equipment that have been locked out or tagged out, the authorized employee shall verify that isolation and deenergizing of the machine or equipment have been accomplished. If normally energized parts will be exposed to contact by an employee while the machine or equipment is deenergized, a test shall be performed to ensure that these parts are deenergized.

- a. Plant Bowen, JBR 3/4 Building, Buss B - Prior to starting work the Georgia Power authorized employee(s) did not verify the absence of voltage, using a test instrument, on the equipment or circuits located in the switchgear cabinet for Bus B.

Georgia Power Company was previously cited for a violation of this Occupational Safety and Health Standard 29 CFR 1910.268(d)(6)(vii), which was contained in OSHA Inspection Number 900009, Citation Number 1, Item Number 14b and was affirmed as a final order on December 5, 2014, with respect to a workplace located at Plant Bowen, 317 Covered Bridge Rd SW, Cartersville GA 30120.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	06/13/2016
Proposed Penalty:	\$38500.00

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

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Citation and Notification of Penalty

Company Name: Georgia Power Company

Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

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

29 CFR 1910.269(d)(2)(ii)(C): After November 1, 1994, whenever replacement or major repair, renovation, or modification of a machine or equipment is performed, and whenever new machines or equipment are installed, energy isolating devices for such machines or equipment shall be designed to accept a lockout device.

a. Plant Bowen, JBR 3/4 Building Bus B - The employer used tagout to identify energy source isolation at the point where a lockout device should have been used to control potentially hazardous energy points on electrical equipment manufactured and installed in 2005-2006 that was not capable of being locked out.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

06/13/2016

Proposed Penalty:

\$0.00

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: 1102415
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Issuance Date: 04/26/2016



Citation and Notification of Penalty

Company Name: Georgia Power Company
Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120

Citation 3 Item 2 Type of Violation: **Other-than-Serious**

29 CFR 1910.269(d)(8)(iii): Procedures shall be used during shift or personnel changes to ensure the continuity of lockout or tagout protection, including provision for the orderly transfer of lockout or tagout device protection between off-going and on-coming employees, to minimize their exposure to hazards from the unexpected energizing or start-up of the machine or equipment or from the release of stored energy.

- a. Plant Bowen, JBR 3/4 Building - The company did not utilize a personnel change procedure to remove Mike Moore from controlling the department tagout/clearance for the procedure numbered and titled 4-09-10-20-02, 4160V Limestone Bus D Alternate Feeder 648444 after he left the company in May 2014.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:
Proposed Penalty:

06/13/2016
\$0.00

Keith Hass
Don

Christi Griffin
Area Director

U.S. Department of Labor
Occupational Safety and Health Administration
1995 North Park Place
Suite 525
Atlanta, GA 30339
Phone: 678-903-7301 Fax: 770-984-8855



INVOICE / DEBT COLLECTION NOTICE

Company Name: Georgia Power Company
Inspection Site: 317 Covered Bridge Rd. SW, Plant Bowen, Cartersville, GA 30120
Issuance Date: 04/26/2016

Summary of Penalties for Inspection Number	1102415
Citation 1, Serious	\$35000.00
Citation 2, Repeat	\$77000.00
Citation 3, Other-than-Serious	\$0.00
TOTAL PROPOSED PENALTIES	\$112000.00

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.

Keith Wass
for

4/26/16

Christi Griffin

Date

Area Director

Please Contact AAD Steven Washington to Schedule an Informal Conference at 678-903-7325.