

U.S. Department of Labor

Occupational Safety and Health Administration
299 Cherry Hill Road
Suite 103
Parsippany, NJ 07054
Phone: 973-263-1003 Fax: 973-299-7161



Citation and Notification of Penalty

To:
Henry RAC Holding Corp., dba Henry Repeating
Arms
and its successors
59 East 1st Street
Bayonne, NJ 07002

Inspection Site:
59 East 1st Street
Bayonne, NJ 07002

Inspection Number: 1127184
Inspection Date(s): 02/23/2016 - 07/20/2016
Issuance Date: 07/26/2016

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 07/26/2016. The conference will be held by telephone or at the OSHA office located at 299 Cherry Hill Road, Suite 103, Parsippany, NJ 07054 on _____ at _____.

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

CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Inspection Number: 1127184

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002
Issuance Date: 07/26/2016

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, 299 Cherry Hill Road, Suite 103, Parsippany, NJ 07054**

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: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

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 1910.95(g)(8)(ii)(B): Unless a physician determines that the standard threshold shift is not work-related or aggravated by occupational noise exposure, the employer did not ensure, when a standard threshold shift occurs, that for employees already using hearing protectors, employees be refitted and retrained in the use of hearing protectors and provided with hearing protectors offering greater attenuation if necessary:

a) Polishing

The employer did not refit and retrain an employee with a standard threshold shift.

Two employees in polishing were exposed to continuous noise at 140.8% and 175.7% of the permissible exposure limit (PEL) eight hour time-weighted average sound level of 90 dBA which are 1.41 and 1.76 times the allowable exposure limit. The equivalent sound levels of the measured doses are 92.5 dBA and 94.0 dBA, respectively. Sampling was performed for 484 minutes and 482 minutes on 6/9/16. The dosimeter threshold level was set at 90 dBA.

Violation occurred on or about 5/13/16.

b) Test firing

The employer did not refit and retrain an employee with a standard threshold shift.

Two employees in test firing were exposed to continuous noise at 289.0% and 309.7% of the permissible exposure limit (PEL) eight hour time-weighted average sound level of 90 dBA which are 2.89 and 3.10 times the allowable exposure limit. The equivalent sound levels of the measured doses are 97.6 dBA and 98.1 dBA, respectively. Sampling was performed for 443 minutes and 485 minutes on 6/9/16, with the un-sampled portion of time considered to represent zero exposure for the exposure calculation. The dosimeter threshold level was set at 90 dBA.

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: 1127184
Inspection Date(s): 02/23/2016 - 07/20/2016
Issuance Date: 07/26/2016



Citation and Notification of Penalty

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

Violation occurred on or about 5/13/16.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	09/12/2016
Proposed Penalty:	\$6300.00

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



Citation and Notification of Penalty

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

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

29 CFR 1910.95(g)(8)(ii)(C): Unless a physician determines that the standard threshold shift is not work-related or aggravated by occupational noise exposure, the employer did not ensure, when a standard threshold shift occurs, the employee was referred for a clinical audiological evaluation or an otological examination, as appropriate, if additional testing is necessary or if the employer suspects that a medical pathology of the ear is caused or aggravated by wearing of hearing protectors:

a) Polishing department

The employer did not refer an employee with a standard threshold shift for otological examination.

Two employees in polishing were exposed to continuous noise at 140.8% and 175.7% of the permissible exposure limit (PEL) eight hour time-weighted average sound level of 90 dBA which are 1.41 and 1.76 times the allowable exposure limit. The equivalent sound levels of the measured doses are 92.5 dBA and 94.0 dBA, respectively. Sampling was performed for 484 minutes and 482 minutes on 6/9/16. The dosimeter threshold level was set at 90 dBA.
Violation occurred on or about 6/3/16.

b) Test firing department

The employer did not refer an employee with a standard threshold shift for otological examination.

Two employees in test firing were exposed to continuous noise at 289.0% and 309.7% of the permissible exposure limit (PEL) eight hour time-weighted average sound level of 90 dBA which are 2.89 and 3.10 times the allowable exposure limit. The equivalent sound levels of the measured doses are 97.6 dBA and 98.1 dBA, respectively. Sampling was performed for 443 minutes and 485 minutes on 6/9/16, with the un-sampled portion of time considered to represent zero exposure for the exposure calculation. The dosimeter threshold level was set at 90 dBA.

Violation occurred on or about 6/3/16.

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

Inspection Number: 1127184
Inspection Date(s): 02/23/2016 - 07/20/2016
Issuance Date: 07/26/2016



Citation and Notification of Penalty

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

09/12/2016

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



Citation and Notification of Penalty

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

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

29 CFR 1910.157(g)(1): An educational program was not provided for all employees to familiarize them with the general principles of fire extinguisher use and the hazards involved with incipient stage fire fighting:

a) Henry RAC Holding Corp., 59 East 1st Street, Bayonne, NJ 07002

Employees were not provided fire extinguisher training. The company evacuation program stated that if a fire was small in size an attempt should be made to extinguish it with the use of a portable extinguisher. Workers in the polishing department use class D extinguishers to put out smoldering metal dust fires.

Violation occurred on or about 6/9/16.

Abatement Note: The employer must either correct the alleged violation or implement a fire safety policy which requires the immediate and total evacuation of employees from the workplace upon the sounding of a fire alarm signal and which includes an emergency action plan and fire prevention plan meeting the requirements of 29 CFR 1910.38 and 29 CFR 1910.39, respectively.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	09/12/2016
Proposed Penalty:	\$6300.00



Citation and Notification of Penalty

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

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

29 CFR 1910.242(b): Compressed air used for cleaning purposes was not reduced to less than 30 p.s.i.:

a) Polishing department

Employees used compressed air at approximately 100 psig to clean themselves of dust when exiting the work area.

Violation occurred on or about 6/9/16.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	09/12/2016
Proposed Penalty:	\$6300.00



Citation and Notification of Penalty

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

Citation 2 Item 1 Type of Violation: **Other-than-Serious**

29 CFR 1904.10(a): Where an employee's hearing test (audiogram) revealed that the employee had experienced a work-related Standard Threshold Shift (STS) in hearing in one or both ears, and the employee's total hearing level was 25 decibels (dB) or more above audiometric zero (averaged at 2000, 3000, and 4000 Hz) in the same ear(s) as the STS, the employer did not record the case on the OSHA 300 Log:

a) Facility

The employer did not record an employee's standard threshold shift on the OSHA log. The employee averaged 28.7 dB at frequencies of 2000, 3000 and 4000 Hz in his right ear in his baseline audiogram in 2013 and 38.7 dB in the same ear in 2016. The 2016 audiometric report was dated 5/5/16.

Violation occurred on or about 6/3/16.

Date By Which Violation Must be Abated:	08/05/2016
Proposed Penalty:	\$900.00



Citation and Notification of Penalty

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

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

Citation 3 Item 1 a Type of Violation: **Repeat**

29 CFR 1910.95(g)(5)(ii): Where mobile test vans were used to meet the audiometric testing obligation, the employer did not obtain a valid baseline audiogram within 1 year of an employee's first exposure at or above the action level:

a) Polishing

The employer did not obtain a baseline audiogram for all employees in polishing within 12 months of their exposure to noise. Five workers hired before March 2015 did not receive a baseline audiogram until 4/18/16.

Two employees in polishing were exposed to continuous noise at 140.8% and 175.7% of the permissible exposure limit (PEL) eight hour time-weighted average sound level of 90 dBA which are 1.41 and 1.76 times the allowable exposure limit. The equivalent sound levels of the measured doses are 92.5 dBA and 94.0 dBA, respectively. Sampling was performed for 484 minutes and 482 minutes on 6/9/16. The dosimeter threshold level was set at 90 dBA. Violation occurred on or about 2/23/16.

Henry RAC Holding Corp. was previously cited for a violation of this occupational safety and health standard or its equivalent standard 29 CFR 1910.95(g)(1) which was contained in OSHA inspection number 652078 citation 1, item 1b and was affirmed as a final order on 4/8/13.

Date By Which Violation Must be Abated:	Corrected During Inspection
Proposed Penalty:	\$12600.00

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



Citation and Notification of Penalty

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

Citation 3 Item 1 b Type of Violation: **Repeat**

29 CFR 1910.95(g)(6): At least annually after obtaining the baseline audiogram, the employer did not obtain a new audiogram for each employee exposed at or above an 8-hour time-weighted average of 85 decibels :

a) Facility

The employer did not obtain a new audiogram in 2015 for employees in test firing and polishing whose noise exposure was established in 2013 to be above 85 dB as an 8 hour time weighted average.

Two employees in polishing were exposed to continuous noise at 140.8% and 175.7% of the permissible exposure limit (PEL) eight hour time-weighted average sound level of 90 dBA which are 1.41 and 1.76 times the allowable exposure limit. The equivalent sound levels of the measured doses are 92.5 dBA and 94.0 dBA, respectively. Sampling was performed for 484 minutes and 482 minutes on 6/9/16. The dosimeter threshold level was set at 90 dBA.

Two employees in test firing were exposed to continuous noise at 289.0% and 309.7% of the permissible exposure limit (PEL) eight hour time-weighted average sound level of 90 dBA which are 2.89 and 3.10 times the allowable exposure limit. The equivalent sound levels of the measured doses are 97.6 dBA and 98.1 dBA, respectively. Sampling was performed for 443 minutes and 485 minutes on 6/9/16, with the un-sampled portion of time considered to represent zero exposure for the exposure calculation. The dosimeter threshold level was set at 90 dBA.

Violation occurred on or about 5/13/16.

Henry RAC Holding Corp. was previously cited for a violation of this occupational safety and health standard or its equivalent standard 29 CFR 1910.95(g)(1) which was contained in OSHA inspection number 652078 citation 1, item 1b and was affirmed as a final order on 4/8/13.

Date By Which Violation Must be Abated:

Corrected During Inspection

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



Citation and Notification of Penalty

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

Citation 3 Item 2 Type of Violation: **Repeat**

29 CFR 1910.95(k)(2): The training program was not repeated annually for each employee included in the hearing conservation program:

a) Facility

The employer did not conduct noise training in 2015 for all employees in test firing and polishing whose noise exposure was established in 2013 to be above 85 dB as an 8 hour time weighted average.

Two employees in polishing were exposed to continuous noise at 140.8% and 175.7% of the permissible exposure limit (PEL) eight hour time-weighted average sound level of 90 dBA which are 1.41 and 1.76 times the allowable exposure limit. The equivalent sound levels of the measured doses are 92.5 dBA and 94.0 dBA, respectively. Sampling was performed for 484 minutes and 482 minutes on 6/9/16. The dosimeter threshold level was set at 90 dBA.

Two employees in test firing were exposed to continuous noise at 289.0% and 309.7% of the permissible exposure limit (PEL) eight hour time-weighted average sound level of 90 dBA which are 2.89 and 3.10 times the allowable exposure limit. The equivalent sound levels of the measured doses are 97.6 dBA and 98.1 dBA, respectively. Sampling was performed for 443 minutes and 485 minutes on 6/9/16, with the un-sampled portion of time considered to represent zero exposure for the exposure calculation. The dosimeter threshold level was set at 90 dBA.

Violation occurred on or about 2/23/16.

Henry RAC Holding Corp. was previously cited for a violation of this occupational safety and health standard or its equivalent standard 29 CFR 1910.95(k)(1) which was contained in OSHA inspection number 652078 citation 1, item 1c and was affirmed as a final order on 4/8/13.

Date By Which Violation Must be Abated:
Proposed Penalty:

Corrected During Inspection
\$12600.00

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: 1127184
Inspection Date(s): 02/23/2016 - 07/20/2016
Issuance Date: 07/26/2016



Citation and Notification of Penalty

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002

for Joseph J. Hoffman
Kris Hoffman
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
299 Cherry Hill Road
Suite 103
Parsippany, NJ 07054
Phone: 973-263-1003 Fax: 973-299-7161



INVOICE / DEBT COLLECTION NOTICE

Company Name: Henry RAC Holding Corp., dba Henry Repeating Arms
Inspection Site: 59 East 1st Street, Bayonne, NJ 07002
Issuance Date: 07/26/2016

Summary of Penalties for Inspection Number	1127184
Citation 1, Serious	\$18900.00
Citation 2, Other-than-Serious	\$900.00
Citation 3, Repeat	\$25200.00
TOTAL PROPOSED PENALTIES	\$45000.00

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

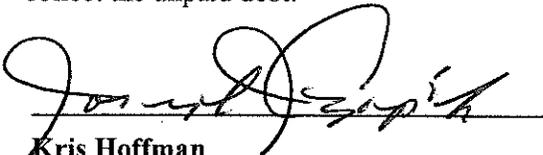
original check, but will keep a copy of it. If the EFT cannot be completed because of insufficient funds or closed account, the bank will attempt to make the transfer up to 2 times.

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.

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Kris Hoffman
Area Director

26 July 2016
Date