

U.S. Department of Labor Occupational Safety and Health Administration
1600 167th Street, Suite 9
Calumet City, IL 60409
Phone: 708-891-3800 Fax: 708-862-9659



02/26/2015

POLYCHEM SERVICES, INC.
374 EAST JOE ORR ROAD
Chicago Heights, IL 60411

Attention: Tom Wiggins

Inspection #998020

Dear Mr. Wiggins:

Enclosed you will find citations for violations of the Occupational Safety and Health Act of 1970 (the Act) which may have accompanying proposed penalties. Also enclosed is a booklet entitled, "Employer Rights and Responsibilities Following an OSHA Inspection", (OSHA 3000) revised 1990, which explains your rights and responsibilities under the Act. If you have any questions about the enclosed citations and penalties, I would welcome further discussions in person or by telephone.

You will note on page 6 of the booklet that, for violations which you do not contest, you must (1) notify this office promptly by letter that you have taken appropriate corrective action within the time set forth on the citation; and (2) pay any penalties assessed. Please inform me of the abatement steps you have taken and of their dates together with adequate supporting documentation; e.g., drawings or photographs of corrected conditions, purchase/work orders related to abatement actions, air sampling results. This information will allow us to close the case.

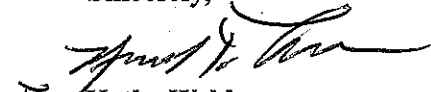
As indicated on page 8 of the booklet, you may request an informal conference with me during the 15-working-day notice of contest period. During such an informal conference you may present any evidence or views which you believe would support an adjustment to the citation or the penalty.

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 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 the citation. The running of this contest period is not interrupted by an informal conference. You must take care to schedule it early enough to allow time to contest after the informal conference, should you decide to do so.

If you decide to request an informal conference, please complete the attached notice at the bottom of this letter and post it next to the Citations as soon as the time, date and the place of the informal conference have been determined. Be sure to bring to the conference with you any and all supporting documentation of existing conditions as well as of 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.

You should be aware that OSHA publishes information on its inspection and citation activity on the Internet under the provisions of 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.

Sincerely,


Kathy Webb
Area Director

Enclosures

U.S. Department of Labor
Occupational Safety and Health Administration
1600 167th Street
Suite 9
Calumet City, IL 60409
Phone: 708-891-3800 Fax: 708-862-9659



Citation and Notification of Penalty

To:
POLYCHEM SERVICES, INC.
374 EAST JOE ORR ROAD
Chicago Heights, IL 60411

Inspection Number: 998020
Inspection Date(s): 10/02/2014 - 10/08/2014
Issuance Date: 02/26/2015

Inspection Site:
374 EAST JOE ORR ROAD
Chicago Heights, IL 60411

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 \$50,000 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 02/26/2015. The conference will be held by telephone or at the OSHA office located at 1600 167th Street, Suite 9, Calumet City, IL 60409 on _____ at _____.

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

CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Inspection Number: 998020

Company Name: POLYCHEM SERVICES, INC.

Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

Issuance Date: 02/26/2015

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, 1600 167th Street, Suite 9, Calumet City, IL 60409**

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

Inspection Number: 998020
Inspection Date(s): 10/02/2014 - 10/08/2014
Issuance Date: 02/26/2015



Citation and Notification of Penalty

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

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

29 CFR 1910.22(a)(2): The floor of every workroom shall be maintained in a clean and, so far as possible, a dry condition. Where wet processes are used, drainage shall be maintained, and false floors, platforms, mats, or other dry standing places should be provided where practicable.

a. On or about October 2, 2014, employees were required to work in the facility where standing water was present throughout work areas exposing employees to slip, trip and fall hazards.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	03/24/2015
Proposed Penalty:	\$2640.00

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: 998020
Inspection Date(s): 10/02/2014 - 10/08/2014
Issuance Date: 02/26/2015



Citation and Notification of Penalty

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

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

29 CFR 1910.132(a): Application. Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

a. On or about September 4, 2014, in the facility, employees were required to work with corrosive and hazardous chemicals including, but not limited to sodium hydroxide, sulfuric acid and N,N-Dimethylethylamine (DMEA). The employer failed to provide and require the use of appropriate body protection including personal protective equipment which was protective against chemical contact.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated: 04/14/2015
Proposed Penalty: \$3080.00

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: 998020
Inspection Date(s): 10/02/2014 - 10/08/2014
Issuance Date: 02/26/2015



Citation and Notification of Penalty

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

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 3 a Type of Violation: **Serious**

29 CFR 1910.141(a)(3)(i): All places of employment shall be kept clean to the extent that the nature of the work allows.

a. On or about October 2, 2014, in the facility, employees were required to perform assigned tasks. Employees were exposed to unsanitary conditions when the toilets provided did not flush or provide water as necessary to discard waste.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	04/14/2015
Proposed Penalty:	\$2640.00

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: 998020
Inspection Date(s): 10/02/2014 - 10/08/2014
Issuance Date: 02/26/2015



Citation and Notification of Penalty

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

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

29 CFR 1910.141(d)(2)(ii): Lavatories were not provided with hot and cold, or tepid running water.

a. On or about October 2, 2014, in the facility, employees were required to perform assigned tasks including, but not limited to handling hazardous chemicals. The employer failed to provide the washroom with hot and cold or tepid running water to be used to cleanse hands, face and respiratory protection as necessary.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

04/14/2015

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: 998020
Inspection Date(s): 10/02/2014 - 10/08/2014
Issuance Date: 02/26/2015



Citation and Notification of Penalty

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

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

29 CFR 1910.178(l)(1)(i): The employer shall ensure that each powered industrial truck operator is competent to operate a powered industrial truck safely, as demonstrated by the successful completion of the training and evaluation specified in this paragraph (l).

a. On or about September 4, 2014, in the facility, employees were required to operate powered industrial vehicles. The employees were not provided with training on the safe operation of the powered industrial vehicles thereby exposing employees to struck by and crushing hazards.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:
Proposed Penalty:

04/14/2015
\$3080.00

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: 998020
Inspection Date(s): 10/02/2014 - 10/08/2014
Issuance Date: 02/26/2015



Citation and Notification of Penalty

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

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

29 CFR 1910.134(e)(1): General. The employer shall provide a medical evaluation to determine the employee's ability to use a respirator, before the employee is fit tested or required to use the respirator in the workplace. The employer may discontinue an employee's medical evaluations when the employee is no longer required to use a respirator.

a. On or about September 4, 2014 in the facility, employees were required to wear a full face tight fitting respirator during transferring operations involving amines including, but not limited to N,N-Dimethylethylamine (DMEA), dimethylisopropylamine (DMIPA) and triethylamine (TEA). The employees were not provided with medical evaluations to determine their ability to safely wear a respirator.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	03/24/2015
Proposed Penalty:	\$15400.00

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: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

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

29 CFR 1910.134(f)(2): The employer shall ensure that an employee using a tight-fitting facepiece respirator is fit tested prior to initial use of the respirator, whenever a different respirator facepiece (size, style, model or make) is used, and at least annually thereafter.

a. On or about September 4, 2014, in the facility, employees were required to wear full face tight fitting respirators during transferring operations involving amines, including but not limited to N,N-Dimethylethylamine (DMEA), dimethylisopropylamine (DMIPA) and triethylamine (TEA). The employees were not provided with initial and annually thereafter fit testing to ensure proper fit of the required respiratory protection.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	03/24/2015
Proposed Penalty:	\$15400.00



Citation and Notification of Penalty

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

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

29 CFR 1910.134(k)(3): The employer shall provide effective training prior to requiring the employee to use a respirator in the workplace.

a. On or about September 4, 2014, in the facility, employees were required to wear full face tight fitting respirators during transferring operations involving amines, including but not limited to N,N-Dimethylethylamine (DMEA), dimethylisopropylamine (DMIPA) and triethylamine (TEA). The employer failed to ensure that employees were provided adequate training which included, but was not limited to proper use, limitations, emergency use, inspections, cleaning and maintenance.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	04/14/2015
Proposed Penalty:	\$15400.00

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

Inspection Number: 998020
Inspection Date(s): 10/02/2014 - 10/08/2014
Issuance Date: 02/26/2015



Citation and Notification of Penalty

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

Citation 2 Item 4 Type of Violation: **Willful**

29 CFR 1910.151(c): Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities for quick drenching or flushing of the eyes and body shall be provided within the work area for immediate emergency use.

a. On or about October 2, 2014, in the facility, employees were required to work with corrosive chemicals including, but not limited to sodium hydroxide, sulfuric acid and N,N-Dimethylethylamine (DMEA). Employees were not provided with an eyewash and safety shower in the work area(s) for immediate emergency use.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	03/24/2015
Proposed Penalty:	\$15400.00

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: 998020
Inspection Date(s): 10/02/2014 - 10/08/2014
Issuance Date: 02/26/2015



Citation and Notification of Penalty

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

Citation 2 Item 5 Type of Violation: **Willful**

29 CFR 1910.178(b)(12): The atmosphere or location shall have been classified as to whether it is hazardous or nonhazardous prior to the consideration of industrial trucks being used therein and the type of industrial truck required shall be as provided in paragraph (d) of this section for such location.

a. On or about September 4, 2014, in the facility, employees were required to operate powered industrial vehicles with LP designations in hazardous work area(s) where highly flammable amines were processed and transferred. The employer failed to provide a suitable industrial truck designated for use in a hazardous work environment.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	04/14/2015
Proposed Penalty:	\$15400.00

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: 998020
Inspection Date(s): 10/02/2014 - 10/08/2014
Issuance Date: 02/26/2015



Citation and Notification of Penalty

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

Citation 2 Item 6 Type of Violation: **Willful**

29 CFR 1910.1200(h)(1): Employers shall provide employees with effective information and training on hazardous chemicals in their work area at the time of their initial assignment, and whenever a new physical or health hazard the employees have not previously been trained about is introduced into their work area. Information and training may be designed to cover categories of hazards (e.g., flammability, carcinogenicity) or specific chemicals. Chemical-specific information must always be available through labels and material safety data sheets.

a. On or about September 4, 2014, in the facility, employees were required to work with hazardous chemicals including, but not limited to sodium hydroxide, sulfuric acid and N,N-Dimethylethylamine (DMEA). The employer failed to train employees on the hazards associated with handling hazardous chemicals.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated: 03/24/2015
Proposed Penalty: \$15400.00

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: POLYCHEM SERVICES, INC.

Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411

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

29 CFR 1910.132(f)(1): The employer shall provide training to each employee who is required by this section to use PPE:

a. On or about September 4, 2014, in the facility, employees were required to work with corrosive and hazardous chemicals including, but not limited to sodium hydroxide, sulfuric acid and N,N-Dimethylethylamine (DMEA). The employer failed to provide training to employees which included the appropriate PPE required to be worn when exposed to the hazards.

The Polychem Services, Inc. was previously cited for a violation of this occupational safety and health standard or its equivalent standard 1910.132(f)(1), which was contained in OSHA inspection number 313941080, citation number 1, item number 1b and was affirmed as a final order on June 3, 2011, with respect to a workplace located at 374 E. Joe Orr Road, Chicago Heights, IL 60411.

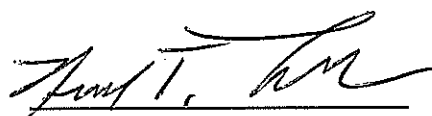
ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

03/10/2015

Proposed Penalty:

\$6160.00


Kathy Webb
Area Director

U.S. Department of Labor
Occupational Safety and Health Administration
1600 167th Street
Suite 9
Calumet City, IL 60409
Phone: 708-891-3800 Fax: 708-862-9659



INVOICE / DEBT COLLECTION NOTICE

Company Name: POLYCHEM SERVICES, INC.
Inspection Site: 374 EAST JOE ORR ROAD, Chicago Heights, IL 60411
Issuance Date: 02/26/2015

Summary of Penalties for Inspection Number	998020
Citation 1, Serious	\$11440.00
Citation 2, Willful	\$92400.00
Citation 3, Repeat	\$6160.00
TOTAL PROPOSED PENALTIES	\$110000.00

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 \$50,000 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

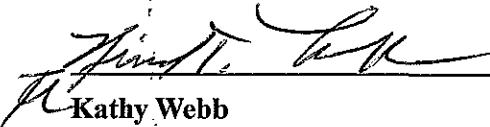
original check, but will keep a copy of it. If the EFT cannot be completed because of insufficient funds or closed account, the bank will attempt to make the transfer up to 2 times.

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.



Kathy Webb
Area Director



Date