

U.S. Department of Labor

Occupational Safety and Health Administration
11 Executive Drive
Suite 11
Fairview Heights, IL 62208
Phone: 618-632-8612 Fax: 618-632-5712



Citation and Notification of Penalty

To:
Altamont Ambulance Service, Inc.
and its successors
2 South Main Street
Altamont, IL 62411

Inspection Number: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016

Inspection Site:
2 South Main Street
Altamont, IL 62411

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 06/30/2016. The conference will be held by telephone or at the OSHA office located at 11

Executive Drive, Suite 11, Fairview Heights, IL 62208 on _____ at

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

CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Inspection Number: 1123557

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411
Issuance Date: 06/30/2016

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, 11 Executive Drive, Suite 11, Fairview Heights, IL 62208**

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
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Citation and Notification of Penalty

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Inspection Site: 2 South Main Street, Altamont, IL 62411

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 1910.120(q)(1): The employer did not develop and implement an emergency response plan to handle anticipated emergencies prior to commencement of emergency response operations:

At the Altamont Ambulance Service facilities in Altamont, Effingham, and Vandalia, Illinois, the employer did not develop and implement an emergency response plan to handle anticipated emergencies, including but not limited to employee responses involving methamphetamine laboratories, prior to commencement of emergency response operations, including but not limited to patient and truck decontamination.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	07/27/2016
Proposed Penalty:	\$4200.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.120(q)(6)(ii): First responders at the operational level did not receive at least eight hours of training or did not have sufficient experience to objectively demonstrate competency in the areas required by 29 CFR 1910.120(q)(6)(ii)(A) through (q)(6)(ii)(F):

At the Altamont Ambulance Service facilities in Altamont, Effingham, and Vandalia, Illinois, first responders were expected to perform operational level hazardous materials response and did not receive at least eight hours of training.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

07/27/2016

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

Inspection Number: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.132(d)(1)(ii): The employer did not communicate personal protective equipment selection decision(s) to each affected employee:

At the Altamont Ambulance Service facilities in Altamont, Effingham, and Vandalia, Illinois, the employer did not communicate personal protective equipment selection decisions to affected employees. Employees, including but not limited to Emergency Medical Technicians-Basic and Paramedics, were exposed to splash hazards to the eyes, face, body and hands from blood, other potentially infectious materials, and truck washing chemicals such as but not limited to Bugzoff.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:
Proposed Penalty:

07/27/2016
\$3500.00

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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Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.134(c)(1): A written respiratory protection program that included the provisions in 29 CFR 1910.134(c)(1)(i) - (ix) with worksite specific procedures was not established and implemented for required respirator use:(a)

At the Altamont Ambulance Service facilities in Altamont, Effingham, and Vandalia, Illinois, a written respiratory protection program that included the provisions in 29 CFR 1910.134(c)(1)(i) - (ix) with worksite specific procedures was not established and implemented when N95 respirators were required to protect against potentially infectious respiratory diseases such as but not limited to tuberculosis and bacterial meningitis.

Date By Which Violation Must be Abated:
Proposed Penalty:

07/27/2016
\$3500.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.1030(c)(2)(i): The employer having employees with occupational exposure did not prepare an exposure determination:

At the Altamont Ambulance Service facilities in Altamont, Effingham, and Vandalia, Illinois, the employer had employees such as but not limited to, Emergency Medical Technicians and Paramedics, with occupational exposure to bloodborne pathogens and other potentially infectious materials (OPIM) and the employer did not prepare an exposure determination.

Date By Which Violation Must be Abated:
Proposed Penalty:

07/27/2016
\$3500.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.1030(d)(3)(iv): The employer did not clean, launder, or dispose of personal protective equipment required by 29 CFR 1910.1030(d) and (e), at no cost to the employee:

At the Altamont Ambulance Service facilities in Altamont, Effingham, and Vandalia, Illinois, the employer did not clean, launder, or dispose of personal protective work clothing at no cost to the employee.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:
Proposed Penalty:

07/27/2016
\$4900.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.1200(e)(1): The employer did not develop, implement, and/or maintain at the workplace a written hazard communication program which describes how the criteria specified in 29 CFR 1910.1200(f), (g), and (h) will be met:

At the Altamont Ambulance Service facilities in Altamont, Effingham, and Vandalia, Illinois, the employer did not develop, implement, and/or maintain at the workplace a written hazard communication program which describes how the criteria specified in 29 CFR 1910.1200(f), (g), and (h) will be met for employees exposed to chemicals such as but not limited to compressed oxygen, Bugzoff detergent and Glisten! detergent.

Date By Which Violation Must be Abated:
Proposed Penalty:

07/27/2016
\$2100.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.1200(f)(6)(ii): Except as provided in 29 CFR 1910.1200(f)(7) and 29 CFR 1910.1200(f)(8), the employer did not ensure that each container of hazardous chemicals in the workplace was labeled, tagged or marked with the product identifier and words, pictures, symbols, or combination thereof, which provide at least general information regarding the hazards of the chemicals and which, in conjunction with the other information immediately available to employees under the hazard communication program, would provide employees with the specific information regarding the physical and health hazards of the hazardous chemical:

At the Altamont Ambulance Services facility in Altamont, Illinois, the employer did not ensure that a five-gallon container of Bugzoff detergent was labeled, tagged or marked with information that would provide employees with the specific information regarding the physical and health hazards of the hazardous chemical.

Date By Which Violation Must be Abated:
Proposed Penalty:

07/27/2016
\$2100.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.1200(h)(1): Employees were not provided effective information and training on hazardous chemicals in their work area at the time of their initial assignment and whenever a new hazard that the employees had not been previously trained about was introduced into their work area:

At the Altamont Ambulance Service facilities in Altamont, Effingham, and Vandalia, Illinois, the employer did not provide effective information and training on hazardous chemicals to employees that were exposed to chemicals such as but not limited to Bugzoff detergent at the time of their initial assignment.

Date By Which Violation Must be Abated:
Proposed Penalty:

07/27/2016
\$2100.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.1030(c)(1)(i): The employer having employee(s) with occupational exposure did not establish a written Exposure Control Plan designed to eliminate or minimize employee exposure:

At the Altamont Ambulance Service facilities in Altamont, Effingham, and Vandalia, Illinois, employees such as but not limited to Emergency Medical Technicians and Paramedics were occupationally exposed to blood and other potentially infectious materials during the course of providing emergency medical services and the employer did not establish a written Exposure Control Plan designed to eliminate or minimize employee exposure for employees.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	07/27/2016
Proposed Penalty:	\$49000.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.1030(f)(2)(i): Hepatitis B vaccination was not made available within 10 working days of initial assignment to all employee(s) with occupational exposure:

At the Altamont Ambulance Service facilities located in Altamont, Effingham, and Vandalia, Illinois, the employer did not make the Hepatitis B vaccination available to employees with occupational exposure to blood and other potentially infectious materials within 10 working days of initial assignment.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	07/27/2016
Proposed Penalty:	\$49000.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

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

29 CFR 1910.1030(g)(2)(i): The employer did not ensure that each employee with occupational exposure participated in a training program:

At the Altamont Ambulance Service facilities located in Altamont, Effingham, and Vandalia, Illinois, the employer did not ensure that training was provided to each employee with occupational exposure to blood and other potentially infectious materials.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	07/27/2016
Proposed Penalty:	\$49000.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.1030(g)(2)(ii)(B): The employer did not ensure that the training was provided to employees with occupational exposure at least annually:

At the Altamont Ambulance Service facility in Altamont, Effingham, and Vandalia, Illinois, the employer did not ensure that training was provided to employees with occupational exposure to blood and other potentially infectious materials at least annually.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

07/27/2016

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

Inspection Number: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1904.40(a): The employer did not provide an authorized government representative the records within the four business hours.

On or about January 6, 2016, the employer failed to provide copies of the injury and illness records to an authorized government representative within the four business hours.

Date By Which Violation Must be Abated:
Proposed Penalty:

07/27/2016
\$1000.00

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: 1123557
Inspection Date(s): 01/06/2016 - 01/06/2016
Issuance Date: 06/30/2016



Citation and Notification of Penalty

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411

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

29 CFR 1910.132(d)(2): The employer did not verify, through a written certification, that the required workplace hazard assessment had been performed:

The employer did not verify, through a written certification, that the required workplace hazard assessment had been performed for the Altamont Ambulance Services facilities located in Altamont, Effingham and Vandalia, Illinois.

Date By Which Violation Must be Abated:
Proposed Penalty:

07/27/2016
\$0.00


Aaron Priddy
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
11 Executive Drive
Suite 11
Fairview Heights, IL 62208
Phone: 618-632-8612 Fax: 618-632-5712



INVOICE / DEBT COLLECTION NOTICE

Company Name: Altamont Ambulance Service, Inc.
Inspection Site: 2 South Main Street, Altamont, IL 62411
Issuance Date: 06/30/2016

Summary of Penalties for Inspection Number	1123557
Citation 1, Serious	\$25900.00
Citation 2, Willful	\$147000.00
Citation 3, Other-than-Serious	\$1000.00
TOTAL PROPOSED PENALTIES	\$173900.00

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

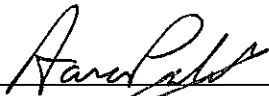
original check, but will keep a copy of it. If the EFT cannot be completed because of insufficient funds or closed account, the bank will attempt to make the transfer up to 2 times.

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.



Aaron Priddy

Area Director

6/30/2016

Date