

**U.S. Department of Labor**  
Occupational Safety and Health Administration  
3300 Vickery Road  
North Syracuse, NY 13212  
Phone: 315-451-0808 Fax: 315-451-1351



## Citation and Notification of Penalty

**To:**  
Crosman Corporation  
and its successors  
Gina Thomas, Health, Safety & Env. Mgr.  
7629 State Routes 5 and 20  
Bloomfield, NY 14469

**Inspection Number:** 1231173  
**Inspection Date(s):** 05/08/2017 - 07/07/2017  
**Issuance Date:** 10/13/2017

**Inspection Site:**  
7629 State Routes 5 and 20  
Bloomfield, NY 14469

*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](http://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](http://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 10/13/2017. The conference will be held by telephone or at the OSHA office located at 3300 Vickery Road, North Syracuse, NY 13212 on \_\_\_\_\_ at \_\_\_\_\_.

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

## CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Inspection Number: 1231173

Company Name: Crosman Corporation

Inspection Site: 7629 State Routes 5 and 20, Bloomfield, NY 14469

Issuance Date: 10/13/2017

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, 3300 Vickery Road, North Syracuse, NY 13212**

Citation Number 1 and Item Number 1a was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 1 and Item Number 1b was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 1 and Item Number 2 was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 1 and Item Number 4a was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 1 and Item Number 4b was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 1 and Item Number 5 was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 1 and Item Number 6a was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 1 and Item Number 6b was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 2 and Item Number 1 was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 2 and Item Number 2a was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 2 and Item Number 2b was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 2 and Item Number 3 was corrected on \_\_\_\_\_  
By (Method of Abatement): \_\_\_\_\_

Citation Number 2 and Item Number 4 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:** Crosman Corporation  
**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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(k)(1): The employer did not train each employee who is exposed to noise at or above an 8-hour time-weighted average of 85 decibels in accordance with the requirements of 29 CFR 1910.95(k). The employer did not institute a training program and ensure employee participation in the program:

**a) Ammo department, on or about 5/15/17: Pellet room employees were exposed to a dose of 83.5 % or a noise level of 88.7 dBA, based on an 8 hour time weighted average, for the 267 minutes sampled. A zero exposure increment was included for the 213 minutes not sampled. Training on hearing conservation was not provided by the employer.**

**b) Ammo department, on or about 5/15/17: A BB Line employee were exposed to a dose of 144.0 % or a noise level of 92.6 dBA, based on an 8 hour time weighted average, for the 315 minutes sampled. A zero exposure increment was included for the 165 minutes not sampled. Training on hearing conservation was not provided by the employer.**

Abatement certification must be submitted for this item.

**Date By Which Violation Must be Abated:** 11/17/2017  
**Proposed Penalty:** \$8963.00

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:** Crosman Corporation

**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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

29 CFR 1910.95(k)(2): The training program was not repeated annually for each employee included in the hearing conservation program. Information in the training program was not updated to be consistent with changes in protective equipment and work processes:

- a) Ammo department, on or about 5/15/17:** Pellet room employees were exposed to noise at a dose of 83.5 % or a noise level of 88.7 dBA, based on an 8 hour time weighted average, for the 267 minutes sampled. A zero exposure increment was included for the 213 minutes not sampled. Annual training on hearing conservation was not provided by the employer.
- b) Ammo department, on or about 5/15/17:** BB Line employees were exposed to noise at a dose of 144.0 % or a noise level of 92.6 dBA, based on an 8 hour time weighted average, for the 315 minutes sampled. A zero exposure increment was included for the 165 minutes not sampled. Annual training on hearing conservation was not provided by the employer.
- c) Ammo department, on or about 5/15/17:** Redraw Operator was exposed to noise at a dose of 144.8 % or a noise level of 92.67 dBA, based on an 8 hour time weighted average, for the 350 minutes sampled. A zero exposure increment was included for the 130 minutes not sampled. Annual training on hearing conservation was not provided by the employer.
- d) Ammo department, on or about 5/15/17:** A flasher operator was exposed to noise at a dose of 147.4 % or a noise level of 92.79 dBA, based on an 8 hour time weighted average, for the 288 minutes sampled. A zero exposure increment was included for the 192 minutes not sampled. Annual training on hearing conservation was not provided by the employer.

Abatement certification must be submitted for this item.

**Date By Which Violation Must be Abated:**

11/17/2017

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:** Crosman Corporation

**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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

29 CFR 1910.124(f): Employees were not knowledgeable of the proper first-aid procedures appropriate to the dipping or coating hazards to which they were exposed:

- a) Bluing line, on or about 5/25/17:** Bluing line employees were not provided with first aid training appropriate for the hazards to which they are exposed including, but not limited to caustics such as sodium hydroxide; acids such as hydrochloric acid; and bluing chemicals.
- b) Plating line, on or about 5/25/17:** Plating line employees were not provided with first aid training appropriate for the hazards to which they are exposed including, but not limited to caustics such as sodium hydroxide; acids such as hydrochloric acid and plating line chemicals such as those containing chromium in its various forms.

Abatement certification must be submitted for this item.

Date By Which Violation Must be Abated:

10/30/2017

Proposed Penalty:

\$10755.00

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:** Crosman Corporation

**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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

29 CFR 1910.133(a)(1): The employer did not ensure that each affected employee uses appropriate eye or face protection when exposed to eye or face hazards from flying particles, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or potentially injurious light radiation:

**a) Bluing tank area, on or about 5/15/17: Employees exposed to splash hazard from moving parts in and out of bluing tanks containing muriatic acid and sodium hydroxide did not wear splash goggles to protect against corrosive liquid contacting the eyes.**

Date By Which Violation Must be Abated:

Corrected During Inspection

Proposed Penalty:

\$7171.00

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:** Crosman Corporation

**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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

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

29 CFR 1910.146(c)(4): When the employer decided that its employees would enter permit spaces, the employer did not develop and implement a written permit space entry program that complied with 29 CFR 1910.146:

**a) Fire pit, on or about the week of 5/7/17: A permit required confined space program was not implemented for employees entering the fire pit, a permit required confined space, to inspect pumps. Employees entered the pit without taking precautions required for entering a permit space including, but not limited to, filling out permits, monitoring the space for atmospheric hazards and using lifelines, harnesses and retrieval devices.**

Abatement certification must be submitted for this item.

**Date By Which Violation Must be Abated:**

10/19/2017

**Proposed Penalty:**

\$8963.00

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:** Crosman Corporation

**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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

29 CFR 1910.146(e)(1): Before entry was authorized, the employer did not document the completion of measures required by 29 CFR 1910.146(d)(3) by preparing an entry permit:

**a) Fire pit, on or about the week of 5/7/17: Employees enter the fire pit, a permit required confined space, to inspect pumps and a diesel tank. The employer failed to ensure that an entry permit was prepared to document that the required precautions were completed prior to authorizing entry into the fire pit.**

Abatement certification must be submitted for this item.

Date By Which Violation Must be Abated:

10/30/2017

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:** Crosman Corporation

**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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

29 CFR 1910.146(g)(2)(iv): The employer did not provide training to each affected employee whenever the employer had reason to believe either that there were deviations from the permit space entry procedures required by 29 CFR 1910.146(d)(3) or that there inadequacies in the employee's knowledge or use of these procedures:

**a) Fire pit, on or about the week of 5/7/17: Retraining on permit required confined space procedures was not provided for employees entering the fire pit, a permit required confined space, to inspect pumps. Inadequacies in employee's knowledge on precautions required for permit required confined space entry included, but were not limited to, filling out permits, monitoring the space for atmospheric hazards and using lifelines, harnesses and retrieval devices.**

**Abatement certification must be submitted for this item.**

Date By Which Violation Must be Abated:

10/30/2017

Proposed Penalty:

\$8963.00

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:** Crosman Corporation  
**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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 6 a Type of Violation: Serious**

29 CFR 1910.146(k)(2)(iv): The employer did not ensure that affected employees practice making permit space rescues at least once every 12 months, by means of simulated rescue operations in which they remove dummies, manikins, or actual persons from the actual permit spaces or from representative permit spaces:

**a) Throughout the facility, on or about the week of 5/7/17: No drills to practice rescues from permit required confined spaces, such as the fire pit and waste water tanks, were performed by employees designated by the employer to provide permit space rescues and emergency services.**

Abatement certification must be submitted for this item.

Date By Which Violation Must be Abated:

11/17/2017

Proposed Penalty:

\$8963.00

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:** Crosman Corporation

**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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

29 CFR 1910.146(k)(3): Whenever an authorized entrant entered a permit space, retrieval systems or methods were not used to facilitated non-entry rescues:

**a) Throughout the facility, on or about the week of 5/7/17: Retrieval systems such as life lines and harnesses were not worn by employees required to enter permit required confined spaces such as, but not limited to, the fire pit.**

Abatement certification must be submitted for this item.

Date By Which Violation Must be Abated:

10/19/2017

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:** Crosman Corporation

**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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

29 CFR 1910.95(l)(1): The employer did not post of copy of 29 CFR 1910.95 in the workplace:

**a) Ammo department, on or about 5/15/17: Pellet room and BB line employees were exposed to noise above 85 dBA, based on an 8- hour time weighted average. A copy of OSHA's noise standard was not posted in the workplace.**

Abatement certification must be submitted for this item.

Date By Which Violation Must be Abated:

10/23/2017

Proposed Penalty:

\$0.00

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



### **Citation and Notification of Penalty**

**Company Name:** Crosman Corporation

**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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 2 a Type of Violation: Other-than-Serious**

29 CFR 1910.134(c)(1): The respiratory protection program was not updated as necessary to reflect those changes in workplace conditions that affected respirator use:

**a) Throughout the facility, on or about 5/15/17: The respiratory protection program developed in 1993 was not updated to include information including, but not limited to:**

- 1) Method of fit-testing;**
- 2) Identity of medical evaluation provider;**
- 3) Current titles of company officials with responsibilities regarding the program;**
- 4) Selection of respirators based on newly revised or eliminated departmental functions;**
- 5) No method on soliciting employee feedback on program's effectiveness is stated in the program**

Abatement certification must be submitted for this item.

Date By Which Violation Must be Abated:

10/30/2017

Proposed Penalty:

\$0.00

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



### **Citation and Notification of Penalty**

**Company Name:** Crosman Corporation  
**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

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

29 CFR 1910.134(l)(1): Evaluations of the workplace were not conducted to ensure the written respiratory protection program was being effectively implemented:

**a) Throughout the facility, on or about 5/15/17: Regular evaluations of the respirator program through employee feedback was not performed for employees in the respiratory protection program.**

Abatement certification must be submitted for this item.

Date By Which Violation Must be Abated:

11/17/2017

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:** Crosman Corporation

**Inspection Site:** 7629 State Routes 5 and 20, Bloomfield, NY 14469

### Citation 2 Item 4 Type of Violation: **Other-than-Serious**

29 CFR 1910.1025(l)(1)(i): Employee(s) working in an area where there is potential exposure to airborne lead at any level were not informed of the content of Appendices A and B of 29 CFR 1910.1025:

a) Pellet room, On or about 5/15/17: A pellet header operator was exposed to lead at 0.0095 mg/m<sup>3</sup> of lead during the 463 minute sampling period. A zero exposure increment was included for the 17 minutes not sampled. The employee was not provided with information on Appendices A & B of the OSHA Lead standard, 29 CFR 1910.1025.

Abatement certification must be submitted for this item.

Date By Which Violation Must be Abated: 10/30/2017  
Proposed Penalty: \$0.00

A handwritten signature in black ink that reads "Christopher Adams".

Christopher Adams, CIH, CSP  
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  
3300 Vickery Road  
North Syracuse, NY 13212  
Phone: 315-451-0808 Fax: 315-451-1351



## INVOICE / DEBT COLLECTION NOTICE

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**Company Name:** **Crosman Corporation**  
**Inspection Site:** **7629 State Routes 5 and 20, Bloomfield, NY 14469**  
**Issuance Date:** **10/13/2017**

<b>Summary of Penalties for Inspection Number</b>	<b>1231173</b>
<b>Citation 1, Serious</b>	<b>\$53778.00</b>
<b>Citation 2, Other-than-Serious</b>	<b>\$0.00</b>
<b>TOTAL PROPOSED PENALTIES</b>	<b>\$53778.00</b>

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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](http://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.

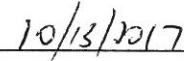
**Delinquent Charges:** A debt is considered delinquent if it has not been paid within one month (30 calendar days) of the penalty due date or if a satisfactory payment arrangement has not been made. If the debt remains delinquent for more than 90 calendar days, a delinquent charge of six percent (6%)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



Christopher Adams, CIH, CSP

Area Director



Date