

U.S. Department of Labor

Occupational Safety and Health Administration
1400 Old Country Road
Suite 208
Westbury, NY 11590
Phone: 516-334-3344 Fax: 516-334-3326



Citation and Notification of Penalty

To:

St. John Cemetery Corporation, d.b.a. St. Charles /
Resurrection Cemeteries
80-01 Metropolitan Avenue
Middle Village, NY 11379

Inspection Number: 1063531**Inspection Date(s):** 05/12/2015 - 05/12/2015**Issuance Date:** 11/05/2015**Inspection Site:**

2015 Wellwood Avenue
Farmingdale, NY 11735

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 11/05/2015. The conference will be held by telephone or at the OSHA office located at 1400 Old Country Road, Suite 208, Westbury, NY 11590 on _____ at _____.

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

CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Inspection Number: 1063531

Company Name: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries

Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

Issuance Date: 11/05/2015

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, 1400 Old Country Road, Suite 208, Westbury, NY 11590**

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

I certify that the information contained in this document is accurate and that the affected employees and their representatives have been informed of the abatement.

Signature

Date

Typed or Printed Name

Title

NOTE: 29 USC 666(g) whoever knowingly makes any false statements, representation or certification in any application, record, plan or other documents filed or required to be maintained pursuant to the Act shall, upon conviction, be punished by a fine of not more than \$10,000 or by imprisonment of not more than 6 months or both.

POSTING: A copy of completed Corrective Action Worksheet should be posted for employee review



Citation and Notification of Penalty

Company Name: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

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

29 CFR 1926.651(j)(2): Protection was not provided by placing and keeping excavated or other materials or equipment at least 2 feet (.61m) from the edge of excavations, or by the use of retaining devices that were sufficient to prevent materials or equipment from falling or rolling into excavations, or by a combination of both if necessary.

(a) 2015 Wellwood Avenue, Farmingdale, NY (Worksite) An employee working in an unprotected trench, identified as grave opening # 103-FF-320, was partially buried when the excavation face below the spoil pile collapsed. The spoil pile was placed within two (2) feet of the edge of the trench and there were no restraining devices to prevent the excavated materials in the spoil pile from falling back into the grave opening on, or about May 7, 2015.

(b) Worksite - Employees entered and worked in an unprotected trench, identified as grave opening # 103-D-22, to install components of the "Grave Bar" shoring system and level the bottom of the trench. The spoil pile, measuring approximately 8' H x 18' in diameter, was placed directly on the east edge of the trench and there were no restraining devices in place to prevent the excavated materials from falling back into the grave opening on, or about May 12, 2015.

(c) Worksite - Employees entered and worked in an unprotected trench, identified as grave opening # 25-Y-103, to install components of the "Grave Bar" shoring system and level the bottom of the trench. The spoil pile, measuring approximately 6' - 8' H x 18' in diameter, was placed directly on the east edge of the trench and there were no restraining devices in place to prevent the excavated materials from falling back into the grave opening on, or about May 12, 2015.

Note: In addition to abatement certification, the employer is required to submit abatement documentation for this violation, in accordance with 29 CFR 1903.19.

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

Inspection Number: 1063531
Inspection Date(s): 05/12/2015 - 05/12/2015
Issuance Date: 11/05/2015



Citation and Notification of Penalty

Company Name: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/12/2015
Proposed Penalty:	\$5390.00

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: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

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

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

29 CFR 1926.652(d)(1): Materials and equipment used for protective systems were not free from damage or defects that might impair their proper function:

(a) Worksite - Employees installed four (4) shoring boards, measuring 7'-6" L x 7" W x 1" T, in a trench, identified as grave opening # 103-D-22, as part of the "Grave Bar" shoring system. The top shoring board on the east side of the grave opening was damaged, in that there was a crack, approximately 2' long, along the north end on, or about May 12, 2015.

Note: In addition to abatement certification, the employer is required to submit abatement documentation for this violation, in accordance with 29 CFR 1903.19.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/12/2015
Proposed Penalty:	\$5390.00



Citation and Notification of Penalty

Company Name: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

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

29 CFR 1926.652(d)(3): When material or equipment that was used for protective systems was damaged, a competent person did not examine the material or equipment and evaluate its suitability for continued use:

(a) Worksite Employees installed four (4) shoring boards, measuring 7'-6" L x 7" W x 1" T, in a trench, identified as grave opening # 103-D-22, as part of the "Grave Bars" shoring system. The top shoring board on the east side of the grave opening was damaged, in that there was a crack, approximately 2' long, on the north end. The damaged shoring board was not inspected or evaluated, by a competent person, to determine its suitability for continued use on, or about May 12, 2015.

Note: In addition to abatement certification, the employer is required to submit abatement documentation for this violation, in accordance with 29 CFR 1903.19.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

11/12/2015



Citation and Notification of Penalty

Company Name: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

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

29 CFR 1926.1053(b)(1): Where (a) portable ladder(s) was/were used for access to an upper level landing surface and the ladder's length did not allow the ladder side rails to extend at least 3 feet (0.9 m) above the upper landing surface being accessed, the ladder was not secured at its top to a rigid support that will not deflect, and/or a grasping device was not provided to assist employees in mounting and dismounting the ladder:

(a) Worksite Employees used a Werner 12' aluminum portable ladder as a means of access and egress from a 10' deep trench, identified as grave opening # 25-Y-103. The ladders length and angle of placement, approximately 4:1, prevented it from extending the required 3' above the top of the trench. The ladder extended approximately 6" above the top of the trench on, or about May 12, 2015.

Note: The employer is required to submit abatement certification for this violation, in accordance with 29 CFR 1903.19.

Date By Which Violation Must be Abated:
Proposed Penalty:

11/12/2015
\$4620.00



Citation and Notification of Penalty

Company Name: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

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

29 CFR 1926.651(k)(1): An inspection of the excavations, the adjacent areas, and protective systems was not conducted by the competent person prior to the start of work and as needed throughout the shift:

- (a) Worksite - An employee working in an unprotected trench, identified as grave opening # 103-FF-320, was partially buried when the excavation face collapsed directly beneath where the spoil pile was placed. The grave opening did not have a support system installed to protect employees from struck-by, engulfment, and collapse hazards. The employer failed to ensure that a competent person inspected the trench prior to; and as needed throughout the shift on, or about May 7, 2015.
- (b) Worksite - Employees entered and worked in an unprotected trench, identified as grave opening # 103-D-22, which was measured to be 11'-4" L x 11' W x 10'-2" D. The excavation faces were near vertical and determined to be sloped at a ratio of 1:2.5. The employees were not provided with an adequate protection against cave-ins, meeting the design requirements set forth in 29 CFR 1926.652(b) or 1926.652(c); and the grave opening was not sloped to a ratio of 1.5:1. The employer failed to ensure that a competent person inspected the trench, adjacent areas, and Grave Bar shoring system prior to; and as needed throughout the shift on, or about May 12, 2015.
- (c) Worksite - Employees entered and worked in an unprotected trench, identified as grave opening # 25-Y-103, which was measured to be 9' L x 9' W 10' D. Three of the excavation faces were near vertical and determined to be sloped at a ratio of 1:3.3 and the fourth showed signs of undermining. The employees were not provided with an adequate protection against cave-ins, meeting the design requirements set forth in 29 CFR 1926.652(b) or 1926.652(c); and the grave opening was not sloped to a ratio of 1.5:1. The employer failed to ensure that a competent person inspected the trench, adjacent areas, and Grave Bar shoring system prior to; and as needed throughout the shift on, or about May 12, 2015.

Note: In addition to abatement certification, the employer is required to submit abatement documentation for this violation, in accordance with 29 CFR 1903.19.

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

Inspection Number: 1063531
Inspection Date(s): 05/12/2015 - 05/12/2015
Issuance Date: 11/05/2015



Citation and Notification of Penalty

Company Name: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/12/2015
Proposed Penalty:	\$53900.00

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: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

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: **Willful**

29 CFR 1926.652(a)(1): Each employee in an excavation was not protected from cave-ins by an adequate protective system designed in accordance with 29 CFR 1926.652(b) or 1926.652(c):

(a) Worksite - Employees entered and worked in an unprotected trench, identified as grave opening # 103-D-22, which was measured to be 11'-4" L x 11' W x 10'-2" D. The employees used shovels to level the soil along the bottom of the trench to ensure the casket or burial vault would be level when the interment was performed. The excavation faces were near vertical and determined to be sloped at a ratio of 1:2.5. The "Grave Bar" shoring system that was installed in the grave opening did not provide the employees with adequate protection against cave-ins; and did not meet the design requirements set forth in 29 CFR 1926.652(b) or 1926.652(c) on, or about May 12, 2015.

(b) Worksite - Employees entered and worked in an unprotected trench, identified as grave opening # 25-Y-103, which was measured to be 9' L x 9' W 10' D. The employees used shovels to level the soil along the bottom of the trench to ensure the casket or burial vault would be level when the interment was performed. The excavation faces were near vertical and determined to be sloped at a ratio of 1:3.3. The "Grave Bar" shoring system that was installed in the grave opening did not provide the employees with adequate protection against cave-ins; and did not meet the design requirements set forth in 29 CFR 1926.652(b) or 1926.652(c) on, or about May 12, 2015.

Note: In addition to abatement certification, the employer is required to submit abatement documentation for this violation, in accordance with 29 CFR 1903.19.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/12/2015
Proposed Penalty:	\$53900.00

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: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

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

29 CFR 1926.652(e)(1)(ii): Support systems were not installed and removed in a manner that protected employees from cave-ins, structural collapses, or from being struck by members of the support system:

(a) Worksite An employee installing the "Grave Bar" shoring system worked in an unprotected trench, identified as grave opening # 103-FF-320, which was approximately 9' L x 15' W x 10' D. The employee was partially buried when the northwest excavation face failed due to the placement of the spoil pile. The spoil pile was placed along and directly on the northwest edge of the trench. The narrow ends of the grave opening were unprotected. There were no restraining devices in place to prevent the excavated materials from falling back into the grave opening; and the grave opening was not sloped to a ratio of 1.5:1 on, or about May 7, 2015.

(b) Worksite - Employees installing the "Grave Bar" shoring system worked in an unprotected trench, identified as grave opening # 103-D-22, which was measured to be 11'-4" L x 11' W x 10'-2" D. The excavation faces were near vertical and determined to be sloped at a ratio of 1:2.5. The narrow ends of the grave opening were unprotected. The employees were not provided with an adequate protection against cave-ins, meeting the design requirements set forth in 29 CFR 1926.652(b) or 1926.652(c); and the grave opening was not sloped to a ratio of 1.5:1 on, or about May 12, 2015.

(c) Worksite - Employees installing the "Grave Bar" shoring system worked in an unprotected trench, identified as grave opening # 25-Y-103, which was measured to be 9' L x 9' W 10' D. Three of the excavation faces were near vertical and determined to be sloped at a ratio of 1:3.3 and the fourth showed signs of undermining. The narrow ends of the grave opening were unprotected. The employees were not provided with an adequate protection against cave-ins, meeting the design requirements set forth in 29 CFR 1926.652(b) or 1926.652(c); and the grave opening was not sloped to a ratio of 1.5:1 on, or about May 12, 2015.

Note: In addition to abatement certification, the employer is required to submit abatement documentation for this violation, in accordance with 29 CFR 1903.19.

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

Inspection Number: 1063531
Inspection Date(s): 05/12/2015 - 05/12/2015
Issuance Date: 11/05/2015



Citation and Notification of Penalty

Company Name: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

11/12/2015

A handwritten signature in black ink, appearing to read "A. Ciuffo", written over a horizontal line.

Anthony Ciuffo, 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
1400 Old Country Road
Suite 208
Westbury, NY 11590
Phone: 516-334-3344 Fax: 516-334-3326



INVOICE / DEBT COLLECTION NOTICE

Company Name: St. John Cemetery Corporation, d.b.a. St. Charles / Resurrection Cemeteries
Inspection Site: 2015 Wellwood Avenue, Farmingdale, NY 11735
Issuance Date: 11/05/2015

Summary of Penalties for Inspection Number	1063531
Citation 1, Serious	\$15400.00
Citation 2, Willful	\$107800.00
TOTAL PROPOSED PENALTIES	\$123200.00

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.

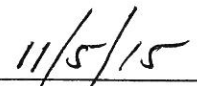
Interest: Interest charges will be assessed at an annual rate determined by the Secretary of the Treasury on all penalty debt amounts not paid within one month (30 calendar days) of the date on which the debt amount becomes due and payable (penalty due date). The current interest rate is one percent (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.



Anthony Ciuffo, CSP
Area Director



Date