U.S. Department of Labor
Occupational Safety and Health Administration
100 N. Broadway
Suite 470
Wichita, KS 67202
Phone: 316-269-6644 Fax: 316-269-6185

Citation and Notification of Penalty

To:
Superior Holding, Inc.,
dba Superior Boiler Works, Inc.
and its successors
3524 E 4th St
PO Box 1527
Hutchinson, KS 67501

Inspection Site:
3524 E 4th St
PO Box 1527
Hutchinson, KS 67501

Inspection Number: 1040470
Inspection Date(s): 02/18/2015 - 07/10/2015
Issuance Date: 08/04/2015

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.

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

NOTICE TO EMPLOYEES OF INFORMAL CONFERENCE

An informal conference has been scheduled with OSHA to discuss the citation(s) issued on 08/04/2015. The conference will be held by telephone or at the OSHA office located at 100 N. Broadway, Suite 470, Wichita, KS 67202 on _____ at _____.

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

CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Inspection Number: 1040470

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501
Issuance Date: 08/04/2015

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, 100 N. Broadway, Suite 470, Wichita, KS 67202**

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: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

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

OSH ACT of 1970 Section (5)(a)(1): The employer did not furnish employment and a place of employment which were free from recognized hazards that were causing or likely to cause death or serious physical harm to employees in that employees were exposed to struck-by hazards:

Throughout the entire North Plant by the areas that service the Pressure Vessel Assembly (PVA) - Employees were exposed to struck-by hazards while operating suspended loads in that hooks on overhead cranes were not provided with safety latches.

Among other means, one feasible and acceptable methods to abate this hazard is to install safety latches on the hooks as required by Section 2-1.14.5, Hooks, of ASME 30.2-2001.

29 CFR 1903.19(d)(1) requires certification and documentation that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
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: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

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

29 CFR 1910.23(c)(1): Open sided floor(s) or platform(s) 4 feet or more above the adjacent floor or ground level were not guarded by standard railings (or the equivalent as specified in 29 CFR 1910.23(e)(3)(i) through (v)), on all open sides:

North Plant by the boiler welding areas - Employees were exposed to falls of 7 to 13 feet to the concrete floor below while standing on top of the boilers to perform welding tasks in that fall protection was not implemented and enforced.

29 CFR 1903.19(d)(1) requires certification and documentation that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$5390.00

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

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

29 CFR 1910.26(c)(3)(vii): Portable ladders were used for other uses than that for which they were intended:

a) North Plant by the boiler welding areas - Employee was exposed to falls of 3 feet to the concrete floor below while standing on the ladder to perform welding tasks in that the ladder was not set up properly.

b) North Plant by the boiler welding areas - Employee was exposed to falls of 5 feet to the concrete floor below while standing on the ladder to perform welding tasks in that the ladder was not set up properly.

29 CFR 1903.19(c)(1) requires certification that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$2310.00

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

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

29 CFR 1910.132(f)(1): The employer did not provide training to each employee required to use Personal Protective Equipment that covered when PPE is necessary, what PPE is necessary, how to properly don, doff, adjust and wear PPE, the limitations of PPE, and the proper care, maintenance, useful life and disposal of the PPE:

North Plant by the boiler welding areas - The employer did not provide training for employees required by this section to wear personal protective equipment including, but not limited to fall protection such as the use of harnesses. Employees were exposed to falls of 7 to 13 feet to the concrete floor below while standing on top of the boilers to perform welding tasks in that fall protection was not implemented and enforced.

29 CFR 1903.19(d)(1) requires certification and documentation that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$5390.00

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

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

29 CFR 1910.147(c)(4)(i): Procedures were not developed, documented and utilized for the control of potentially hazardous energy when employees were engaged in activities covered by this section:

Employees performing servicing and maintenance operations were exposed to hazards associated with the unexpected energizing or start-up of the Shear machine; and the Press Brake machine. Written machine specific energy control procedures for these machines were not developed and implemented.

29 CFR 1903.19(c)(1) requires certification that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$3850.00

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

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 1910.184(e)(3)(i): In addition to the inspection required by paragraph (d) of this section, a thorough periodic inspection of alloy steel chain slings in use were not made on a regular basis:

Throughout the entire North Plant by the areas that service the Pressure Vessel Assembly (PVA) - Employees were exposed to struck-by hazards while operating suspended loads in that a periodic inspection of the alloy steel chain sling in use was not conducted for use with the hoists such as, but not limited to the following:

(a) 10-ton capacity Stahl hoist
(b) 5-ton capacity Acco-Wright hoist
(c) 5-ton capacity Wright hoist
(d) 7.5-ton capacity Acco-Wright hoist
(e) 10-ton capacity Wright hoist
(f) 20-ton capacity Acco-Wright hoist

29 CFR 1903.19(c)(1) requires certification that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$3850.00

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

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

29 CFR 1910.184(e)(3)(ii): The employer did not make and maintain a record of the most recent month in which each alloy steel chain sling was thoroughly inspected, and did not make such record available for examination:

Throughout the entire North Plant by the areas that service the Pressure Vessel Assembly (PVA) - Employees were exposed to struck-by hazards while operating suspended loads in that a record of the most recent periodic inspection of the alloy steel chain sling was not maintained for use with the following:

(a) 10-ton capacity Stahl hoist
(b) 5-ton capacity Acco-Wright hoist
(c) 5-ton capacity Wright hoist
(d) 7.5-ton capacity Acco-Wright hoist
(e) 10-ton capacity Wright hoist
(f) 20-ton capacity Acco-Wright hoist

29 CFR 1903.19(c)(1) requires certification that the abatement of the above violation is complete.

Date By Which Violation Must be Abated: 08/26/2015

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

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

29 CFR 1910.184(i)(1): Synthetic web sling(s) were not marked or coded to show rated capacities for each type of hitch and type of synthetic web material:

Throughout the entire North Plant by the areas that service the Pressure Vessel Assembly (PVA) - Employees were exposed to struck-by hazards while operating suspended loads in that synthetic web slings were not equipped with identification showing the rated capacity of the slings. The ID was faded out, can not read the legends.

29 CFR 1903.19(c)(1) requires certification that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$2310.00

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

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

29 CFR 1910.215(a)(4): Work rest(s) on grinding machinery were not adjusted closely to the wheel with a maximum opening of one-eighth inch:

South Plant by the small part area - Employees operating the Dewalt DW758 Bench Grinder were exposed to tool jamming hazards in that the distance between the right side work rest and the abrasive wheel periphery measured 0.5 inch.

29 CFR 1903.19(c)(1) requires certification that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$2310.00

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

Citation 1 Item 9 Type of Violation: **Serious**

29 CFR 1910.215(b)(9): The distance between the abrasive wheel periphery(s) and the adjustable tongue or the end of the safety guard peripheral member at the top exceeded one fourth inch:

South Plant by the small part area - Employees operating the Dewalt DW758 Bench Grinder were exposed to injury in the event of wheel failure in that the distance between the right side adjustable tongue guard and the abrasive wheel periphery measured 1.5 inches.

29 CFR 1903.19(c)(1) requires certification that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$2310.00

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

Citation 1 Item 10 Type of Violation: **Serious**

29 CFR 1910.254(d)(9)(iii): Cables with damaged insulation or exposed bare conductors were not replace:

North Plant by the Pressure Vessel Assembly (PVA) 3 Station area - Employees were exposed to hazards in that the Lincoln Arc Welder cables were damaged, worn out, and covered by duct tape.

29 CFR 1903.19(c)(1) requires certification that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$2310.00

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: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

Citation 1 Item 11 Type of Violation: **Serious**

29 CFR 1910.305(b)(1)(ii): Unused openings in boxes, cabinets, or fittings were not effectively closed:

a) South Plant by the final assembly station area - The yellow outlet had a knock out missing. Employees were exposed to live electrical parts.

b) South Plant by the final assembly station area - The red outlet had a knock out missing. Employees were exposed to live electrical parts.

29 CFR 1903.19(c)(1) requires certification that the abatement of the above violation is complete.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$2310.00

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

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

29 CFR 1910.212(a)(1): One or more methods of machine guarding was not provided to protect the operator and other employees in the machine area from hazards such as those created by point of operation, and rotating parts:

a) South Plant by the final assembly area - Machine guarding was not provided for the Walker Turner Drill Press #354, exposing employees to laceration and possible amputation injuries.

b) South Plant by the Triad/Small part Assembly area - Machine guarding was not provided for the Hart Drill Press #338, exposing employees to laceration and possible amputation injuries.

c) South Plant by the Triad/Small part Assembly area - Machine guarding was not provided for the Clausing Drill Press, exposing employees to laceration and possible amputation injuries.

d) North Plant by the saw area - Point of operation guarding on the Kalamazoo machine #337 band-saw had 18 inches of unguarded blade for the unused portions on the left side, and 5 inches on the right side, exposing employees to an amputation hazard.

29 CFR 1903.19(d)(1) requires certification and documentation that the abatement of the above violation is complete.

The Superior Holding, Inc. was previously cited for a violation of this occupational safety and health standard or its equivalent standard 29 CFR 1910.212(a)(1), which was contained in OSHA inspection number 281336, citation number 1, item number 1 and was affirmed as a final order on 5/22/2012, with respect to a workplace located at 3524 E. 4th St. Hutchinson, KS 67501.

Date By Which Violation Must be Abated:	08/26/2015
Proposed Penalty:	$4620.00

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: 1040470
Inspection Date(s): 02/18/2015 - 07/10/2015
Issuance Date: 08/04/2015

Citation and Notification of Penalty

Company Name: Superior Holding, Inc., dba Superior Boiler Works, Inc.
Inspection Site: 3524 E 4th St, PO Box 1527, Hutchinson, KS 67501

Judy Freeman
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
100 N. Broadway
Suite 470
Wichita, KS 67202
Phone: 316-269-6644 Fax: 316-269-6185

INVOICE / DEBT COLLECTION NOTICE

Company Name: **Superior Holding, Inc., dba Superior Boiler Works, Inc.**
Inspection Site: **3524 E 4th St, PO Box 1527, Hutchinson, KS 67501**
Issuance Date: **08/04/2015**

Summary of Penalties for Inspection Number	**1040470**
Citation 1, Serious	**$37730.00**
Citation 2, Repeat	**$4620.00**
TOTAL PROPOSED PENALTIES	**$42350.00**

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.

Judy A. Freeman

Judy Freeman
Area Director

08.04.2015
Date