

U.S. Department of Labor
Occupational Safety and Health Administration
444 Regency Parkway Drive
Suite 303
Omaha, NE 68114
Phone: 402-553-0171 Fax: 402-551-1288



Citation and Notification of Penalty

To:
Nutrition Services, Inc.
and its successors
PO Box 386
York, NE 68467

Inspection Number: 1167019
Inspection Date(s): 08/01/2016 - 08/03/2016
Issuance Date: 10/26/2016

Inspection Site:
501 N Division Ave
York, NE 68467

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 10/26/2016. The conference will be held by telephone or at the OSHA office located at 444 Regency Parkway Drive, Suite 303, Omaha, NE 68114 on _____ at

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

CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Inspection Number: 1167019

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467
Issuance Date: 10/26/2016

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, 444 Regency Parkway Drive, Suite 303, Omaha, NE 68114**

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: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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 1910.23(a)(2): Ladderway floor opening(s) or platform(s) were not guarded by a standard railing with standard toeboard(s) on all exposed sides (except at the entrance to opening) with passage through the railing either provided with a swinging gate or so offset that a person could walk directly into the opening:

The employer is failing to protect employees from fall hazards associated with leaving open access and egress points to fixed ladders. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees accessing the platform over the bagger/sewing line using a fixed industrial ladder that is missing the means to protect employees from stepping or falling through the access/egress point of the ladder.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$4988.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.23(c)(1): Open-sided floors and/or platforms four feet or more above adjacent floor or ground level were not guarded with standard railings (or equivalent) and toeboards:Note: Toeboards are only required when persons can pass, there is moving equipment or there is equipment with which falling materials could create a hazard.

The employer is failing to protect employees from fall hazards associated with working on inadequately guarded elevated working surfaces while exposed to fall hazards greater than 4 feet. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees accessing the platforms with inadequate or missing railing to perform maintenance on equipment. Instances include but are not limited to:

- i. Employees accessing the walking surface above the ingredient storage room to store boxes.
- ii. Employees using the grated catwalk between the walking surface over the ingredient storage room to the working surface over the bagger/sewing line as means of servicing the belt and pulley as well as the auger motor.
- iii. Employees accessing the walking surface above the bagging/sewing line to service the hopper, hopper gates, belt and pulley assembly and motors.
- iv. Employees accessing the walking surface above the break room to conduct maintenance on the augers, belt and pulley assemblies.
- v. Employees working in the basement near the edge of the unguarded boot pit.

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: 1167019
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Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:

11/10/2016

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: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.146(c)(2): The employer did not inform exposed employees, by posting danger signs or by any other equally effective means, of the existence and location of and the danger posed by the permit spaces:

The employer is failing to protect employees from atmospheric and engulfment hazards associated with not marking or training employees on the locations of the confined spaces located throughout the facility. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees working in a facility that has both permit and non-permit required confined spaces and has not marked them visibly or trained employees to recognize their location and restrictions. Instances include but are not limited to the boot pit in the basement is a permit required confined space.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$3563.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 3 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:

The employer is failing to protect employees from potential electrical, atmospheric and caught between hazards associated with employees entering a permit required confined space without having developed and implemented a written confined space entry program meant manage and mitigate the hazards. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees entering the boot pit every one to two weeks to clean out the excessive grain dust build up and perform maintenance on the bearings to the leg.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$4988.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.146(d)(3): Under the permit-required confined space program required by 29 CFR 1910.146(c)(4), the employer did not develop and implement the means, procedures, and practices necessary for safe permit space entry operations, including but not limited to, the requirements specified in 29 CFR 1910.146(d)(3)(i) through 29 CFR 1910.146(d)(3)(v):

The employer is failing to protect employees from potential electrical, atmospheric and caught between hazards associated with employees entering a permit required confined space without having developed and implemented a written permit and process meant to manage and mitigate the hazards. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees entering the boot pit every one to two weeks to clean out the excessive grain dust build up and perform maintenance on the bearings to the leg.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$4988.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.146(d)(4)(viii): Under the permit-required confined space program required by 29 CFR 1910.146(c)(4), the employer did not ensure that employees properly used rescue and emergency equipment needed to comply with 29 CFR 1910.146(d)(9):

The employer is failing to protect employees from emergency rescue hazards associated with confined space entry. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees entering the boot pit to perform maintenance on the leg and clean out the boot pit without wearing or using rescue equipment to include but not limited to:

- i. Full body harness.
- ii. Rope or lanyard used for extraction.
- iii. Mechanical retrieval mechanism used for extraction.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$4988.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.146(d)(5)(i): Under the permit-required confined space program required by 29 CFR 1910.146(c)(4), the employer did not evaluate permit space conditions when entry operations were conducted by testing conditions in the permit space to determine if acceptable entry conditions existed before entry was authorized to begin:

The employer is failing to protect employees from potential atmospheric, hazards associated with employees conducting entry into permit required confined spaces without having tested the environment first. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees entering the boot pit to perform maintenance on the leg and clean out the boot pit without having conducted a test of the atmospheric conditions with a testing device such as a 4 gas meter or equivalent.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$4988.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.146(g)(1): The employer did not provide training so that all employees whose work was regulated by 29 CFR 1910.146 (permit required confined spaces) acquired the understanding, knowledge, and skills necessary for the safe performance of the duties assigned under 29 CFR 1910.146:

The employer is failing to train employees on the recognition and safe work practices associated with conducting entry into permit required confined spaces. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has untrained employees entering the boot pit to perform maintenance on the leg and clean out the boot pit.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$3563.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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 8 a Type of Violation: **Serious**

29 CFR 1910.178(l)(1)(ii): The employer did not ensure that each operator had successfully completed the training required by paragraph (l), except as permitted by paragraph (l)(5), prior to permitting an employee to operate a power industrial truck:

The employer is failing to train employees on how to operate the truck and recognize hazards associated with operating powered industrial trucks in a grain handling facility. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has inadequately trained employees operating a Caterpillar model C25 propane forklift without inspecting the machine prior to use.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$3563.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.178(q)(7): Industrial trucks were not examined before being placed in service:

The employer is failing to protect employees from struck by hazards associated with operating powered industrial trucks. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees operating a Caterpillar model C25 propane forklift without inspecting the machine prior to use.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated:

11/10/2016



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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 9 a Type of Violation: **Serious**

29 CFR 1910.219(d)(1): Pulley(s) with part(s) seven feet or less from the floor or work platform were not guarded in accordance with the requirements specified in 29 CFR 1910.219(m) and (o):

The employer is failing to protect employees from caught between hazards associated with inadequately guarded belt and pulley assemblies. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees working in the basement near inadequately guarded belt and pulley assemblies on two separate augers to and from the boot pit. Instances include but are not limited to:

- i. The pulley in the belt and pulley assembly for the auger below the dump pit to the leg.
- ii. The pulley in the belt and pulley assembly for the auger below the roller mill to the mixer.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$2850.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.219(e)(3)(i): Vertical or inclined belt(s) were not enclosed by guard(s) conforming to the requirements specified at 29 CFR 1910.219(m) and (o):

The employer is failing to protect employees from caught between hazards associated with inadequately guarded belt and pulley assemblies. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees working in the basement near inadequately guarded belt and pulley assemblies on two separate augers to and from the boot pit. Instances include but are not limited to:

- i. The belt in the belt and pulley assembly for the auger below the dump pit to the leg.
- ii. The belt in the belt and pulley assembly for the auger below the roller mill to the mixer.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations

Date By Which Violation Must be Abated: 11/10/2016



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.219(f)(3): Sprocket wheels and chains which were seven -7 feet or less above floors or platforms were not enclosed:

The employer is failing to protect employees from caught between hazards associated with inadequately guarded chain and sprocket assemblies. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees operating the bagging/sewing line where the chain and sprocket assembly on the conveyor belt is left unguarded.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$2850.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.272(e)(1): The employer did not provide training to employees at least annually and when changes in job assignments would expose them to new hazards in the grain handling facilities:

The employer is failing to train employees on explosion, engulfment and respiratory hazards associated with entering grain bins, the boot pit as well as controlling excessive dust build-up. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has inadequately trained employees performing various duties associated with handling grain and grain dust. Instances include but are not limited to:

- i. Employees operating the sewing and bagging line exposed to combustible dusts during the cleanup of the line.
- ii. Employees entering the boot pit where they perform maintenance and cleaning procedures.
- iii. Employees operating the pellet mill and mixer which produces combustible grain dust.
- iv. Employees charged with cleaning the facility in effort to keep the buildup grain dust below 1/8 of an inch.
- v. Employees entering grain bin storing cotton seed hold pellets to perform grain handling procedures.
- vi. Employees entering confined spaces and grain bin where there is a potential for hazardous air quality associated with the handling of grain.
- vii. Employees entering confined spaces and grain bins where there are air quality and engulfment hazards associated with handling grain that would require specific rescue equipment and procedures.

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: 1167019
Inspection Date(s): 08/01/2016 - 08/03/2016
Issuance Date: 10/26/2016



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated: 11/10/2016
Proposed Penalty: \$4988.00

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: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 12 Type of Violation: **Serious**

29 CFR 1910.272(g)(1)(i): The employer did not issue a permit for entering bins, silos or tanks in the grain handling facility before the employees entered the bins, silos, or tanks:

The employer is failing to protect employees from engulfment and air quality hazards associated with entering a grain bin without having followed the permit process outlined in this subpart. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer employees entering grain bins without an approved permit issued by the company.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$4988.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 13 Type of Violation: **Serious**

29 CFR 1910.272(g)(1)(ii): Prior to entry, all mechanical, electrical, hydraulic, and pneumatic equipment which presented a danger to employees inside grain storage structures in the grain handling facility were not disconnected, locked out and tagged, blocked off, or prevented from operating by other means or methods:

The employer is failing to protect employees from engulfment hazards associated with entering a grain bin without practicing lockout and tag out procedures. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer employees entering grain bins without applying a lock or tag to the control switch for the sweep auger.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

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Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 14 Type of Violation: **Serious**

29 CFR 1910.272(g)(1)(iii): The atmosphere within a bin, silo, or tank in the grain handling facility was not tested for the presence of combustible gases, vapors, and toxic agents prior to employee entry:

The employer is failing to protect employees from atmospheric hazards associated with entering a grain bin without testing the air quality. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer employees entering grain bins without testing the oxygen level, carbon monoxide level, the hydrogen sulfide levels and the lower explosive limits.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

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Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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 15 a Type of Violation: **Serious**

29 CFR 1910.272(j)(1): The employer did not develop and implement a written housekeeping program that established the frequency and the method(s) determined best to reduce accumulations of fugitive grain dust on ledges, floors, equipment, and other exposed surfaces in the grain handling facility:

The employer is failing to protect employees from explosion hazards associated with working in a facility where combustible dusts are present. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees handling grain which produces a combustible dust by product without having developed and implemented a written housekeeping program.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

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Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 15 b Type of Violation: **Serious**

29 CFR 1910.272(j)(2)(ii): The employer did not immediately remove any fugitive grain dust accumulations whenever the exceeded one eighth of an inch (.32cm) at priority housekeeping areas, pursuant to the housekeeping program for grain elevators:

The employer is failing to protect employees from explosion hazards associated with working in a facility where combustible dusts are present. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees working in the feed mill without having cleaned the dust build up off of the horizontal surfaces in priority housekeeping areas. Instances include but are not limited to:

- i. Dust build up exceeded one eighth of an inch.
- ii. Dust build up in the boot pit estimated to be approximately 3-9 inches deep.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated: 11/10/2016



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 16 Type of Violation: **Serious**

29 CFR 1910.272(j)(3): Compressed air was used to blow dust from ledges, walls, and other areas in grain handling facilities when machinery presenting an ignition source was not shut down, and/or when all other known potential ignition sources in the area had not been removed or controlled:

The employer is failing to protect employees from explosion hazards associated with employees using compressed air to blow potentially combustible dust accumulations off horizontal surfaces throughout the facility without de-energizing all potential ignition sources. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees using compressed air to blow down the residual dust build up off of the upper horizontal surfaces without securing all energy sources and the sewing and bagging line that has been improperly wired and does not meet Class II Division 2 dustproof requirements of NFPA 70. Instances of potential ignition sources include but are not limited to:

- i. The 110v electrical box mounted on the back side of the bagging line is not designed as dust proof and currently the broken door does not secure leaving exposed live wiring.
- ii. The 460v electrical box mounted on the back side of the Fischbein sewing machine is not designed as dust proof.
- iii. The overhead fluorescent lights along the bagging/sewing line are not designed as dust proof.
- iv. The plug connection between the flexible cord bringing power to the flexible cord for the 460v box located on the back side of the sewing machine is not designed as dust proof.
- v. The portable power tap located on the back side wall behind the bagging/sewing line is not designed as dust proof along with the pallet wrapper/scale printer and monitor that are plugged into the PPT.
- vi. The light switches located on the wall directly behind the bagging/sewing line are not designed as dust proof.

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: 1167019
Inspection Date(s): 08/01/2016 - 08/03/2016
Issuance Date: 10/26/2016



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$4988.00

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: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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 17 a Type of Violation: **Serious**

29 CFR 1910.272(m)(1)(i): Preventive maintenance procedures in the grain handling facility were not implemented to provide regularly scheduled inspections of the mechanical and safety control equipment associated with dryers, grain stream processing equipment, dust collection equipment including filter collectors, and bucket elevators:

The employer is failing to protect employees from electrical, caught between, struck-by and explosion hazards associated with working in a grain handling facility. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees operating equipment without having developed and implemented a written maintenance program. Instances of exposure include but are not limited to:

- i. Employees operating and maintaining the sewing and bagging line.
- ii. Employees operating and maintaining the leg.
- iii. Employees operating and maintaining the roller mill and mixer.
- iv. Employees operating and maintaining augers.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated: 11/10/2016
Proposed Penalty: \$3563.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 17 b Type of Violation: **Serious**

29 CFR 1910.272(m)(1)(ii): Preventive maintenance procedures in the grain handling facility were not implemented to provide lubrication and other appropriate maintenance in accordance with manufacturers' recommendations; or as determined necessary by prior operating records:

The employer is failing to protect employees from electrical, caught between, struck-by and explosion hazards associated with working in a grain handling facility. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees performing maintenance on equipment based off of wear instead of manufactures recommendations and previous operating hours. Instances of exposure include but are not limited to:

- i. Employees maintaining the leg by replacing bearings after excessive wear instead of based on hours used.
- ii. Employees maintaining the roller mill and mixer by replacing bearings after excessive wear instead of based on hours used.
- iii. Employees maintaining augers by replacing bearings after excessive wear instead of based on hours used.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated:

11/10/2016



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 18 Type of Violation: **Serious**

29 CFR 1910.272(m)(4): The employer did not implement procedures in the grain handling facility for the use of tags and locks which would prevent the inadvertent application of energy or motion to equipment being repaired, serviced, or adjusted, which could result in employee injury:

The employer is failing to protect employees from electrical and engulfment hazards associated with entering confined spaces in a grain handling facility. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer employees entering the boot pit to perform maintenance on the leg and clean out the residual grain dust from the boot pit.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$4988.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 19 Type of Violation: **Serious**

29 CFR 1910.303(g)(2)(i): Except as elsewhere required or permitted by Subpart S of Part 1910, live parts of electric equipment operating at 50 volts or more were not guarded against accidental contact by use of approved cabinets or other forms of approved enclosures or by any of the means identified in paragraphs (A), (B), (C), and (D) of 29 CFR 1910.303(g)(2)(i):

The employer is failing to protect employees from electrical hazards associated with having an unsecured electrical box containing live 110v wiring. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees working on the sewing and bagging line where the 110v electrical box mounted on the back side of the bagging line is not designed as dust proof and currently the broken door does not secure leaving exposed live wiring.

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations.

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$4988.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 20 Type of Violation: **Serious**

29 CFR 1910.305(g)(1)(iv)(A): As a substitute for the fixed wiring of a structure:

The employer is failing to protect employees from electrical hazards associated with unsafe electrical work practices in a grain handling facility. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees operating equipment plugged into a portable power tap that is plugged into a temporary flexible cord in lieu of permanent wiring. Instances include but are not limited to:

- i. The printer for the scale/pallet wrapper is plugged into the portable power tap.
- ii. The scale/pallet wrapper is plugged into the portable power tap.
- iii. The monitor for the scale/pallet wrapper is plugged into the portable power tap.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$2850.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 21 Type of Violation: **Serious**

29 CFR 1910.305(g)(2)(iii): Flexible cords were not connected to devices and fittings so that tension would not be transmitted to joints or terminal screws:

The employer is failing to protect employees from electrical hazards associated with unsafe electrical work practices in a grain handling facility. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees operating equipment plugged into a portable power tap without providing the strain relief for the flexible cords. Instances include but are not limited to:

- i. The power cord to the printer for the scale/pallet wrapper is bent over to the extent that it will cause long term damage to the cord creating the potential for a fire or malfunction.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$2850.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 22 Type of Violation: **Serious**

29 CFR 1910.307(c)(2)(i): Equipment in hazardous (classified) location(s) was not approved for the ignitable or combustible properties of the specific gas, vapor, dust, or fiber that was or could be present:

The employer is failing to protect employees from potential electrical and explosion hazards associated with installing inadequate electrical components to an electrical system that requires Class II Division 2 wiring. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees working on the sewing and bagging line that has been improperly wired and does not meet Class II Division 2 dustproof requirements of NFPA 70. Instances of exposure include but are not limited to:

- i. The 110v electrical box mounted on the back side of the bagging line is not designed as dust proof and currently the broken door does not secure leaving exposed live wiring.
- ii. The 460v electrical box mounted on the back side of the Fischbein sewing machine is not designed as dust proof.
- iii. The overhead fluorescent lights along the bagging/sewing line are not designed as dust proof.
- iv. The plug connection between the flexible cord bringing power to the flexible cord for the 460v box located on the back side of the sewing machine is not designed as dust proof.
- v. The portable power tap located on the back side wall behind the bagging/sewing line is not designed as dust proof along with the pallet wrapper/scale printer and monitor that are plugged into the PPT.
- vi. The light switches located on the wall directly behind the bagging/sewing line are not designed as dust proof.

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: 1167019
Inspection Date(s): 08/01/2016 - 08/03/2016
Issuance Date: 10/26/2016



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Abatement certification and abatement documentation is required for this violation. The documentation should include written verification of abatement, applicable measurements or monitoring results, and photographs or videos which you believe will be helpful. The abatement certification sheet is enclosed with the citations

ABATEMENT DOCUMENTATION REQUIRED FOR THIS ITEM

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$4988.00

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: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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 23 a 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:

The employer is failing to protect employees from chemical exposure hazards associated with using hazardous chemicals in the work place. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees using various chemicals in the maintenance and upkeep of the equipment within the facility without having developed a written HAZCOM program as means of administrating the chemical use.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$2138.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 23 b Type of Violation: **Serious**

29 CFR 1910.1200(e)(1)(i): The written hazard communication program did not include a list of the hazardous chemicals known to be present, using an identity that was referenced on the appropriate material safety data sheet:

The employer is failing to protect employees from chemical exposure hazards associated with using hazardous chemicals in the work place. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees using various chemicals in the maintenance and upkeep of the equipment within the facility without maintaining a chemical inventory list of all the types of chemicals used throughout the facility.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated: 11/10/2016



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 24 Type of Violation: **Serious**

29 CFR 1910.1200(g)(8): The employer did not maintain copies of the required material safety data sheets for each hazardous chemical in the workplace:

The employer is failing to protect employees from chemical exposure hazards associated with using hazardous chemicals in the work place. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees using various chemicals in the maintenance and upkeep of the equipment within the facility without maintaining a safety data sheet for each of the chemicals used throughout the facility.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$2138.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

Citation 1 Item 25 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:

The employer is failing to train employees on the hazards associated with using and working with chemicals in the work place. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees using various chemicals in the maintenance and upkeep of the equipment within the facility without maintaining a safety data sheet for each of the chemicals used throughout the facility.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated:	11/10/2016
Proposed Penalty:	\$2138.00



Citation and Notification of Penalty

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467

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

29 CFR 1910.134(k)(6): The employer did not provide the basic advisory information on respirators, as presented in Appendix D of 29 CFR 1910.134, in written or oral format to employees who wear respirators when such use was not required by the employer:(a) (LOCATION) (IDENTIFY SPECIFIC OPERATION/CONDITION) (DESCRIBE HAZARD)

The employer is failing to protect employees from respiratory hazards associated with using tight fitting respirators. The most recent occurrence of this was found at the facility located at 501 Division Ave, York, NE 68467 where the employer has employees wearing N95 dust masks as means of protection against dust in the facility without having briefed those users of the hazards that may be associated with wearing tight fitting respirators. Instances include but are not limited to:

- i. The employees operating the bagger/sewing line wearing N95 as means of protection against the dust generated in the bagging process.
- ii. The employees in the mill wearing N95 as means of protection against the dust generated during clean up.

Abatement certification is required for this violation. The abatement certification sheet is enclosed with the citations.

Date By Which Violation Must be Abated: 11/10/2016
Proposed Penalty: \$0.00

A handwritten signature in blue ink that reads "Jeff Funke" with a horizontal line underneath.

Jeff Funke
Area Director

U.S. Department of Labor
Occupational Safety and Health Administration
444 Regency Parkway Drive
Suite 303
Omaha, NE 68114
Phone: 402-553-0171 Fax: 402-551-1288



INVOICE / DEBT COLLECTION NOTICE

Company Name: Nutrition Services, Inc.
Inspection Site: 501 N Division Ave, York, NE 68467
Issuance Date: 10/26/2016

Summary of Penalties for Inspection Number	1167019
Citation 1, Serious	\$101898.00
Citation 2, Other-than-Serious	\$0.00
TOTAL PROPOSED PENALTIES	\$101898.00

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

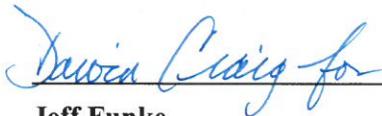
account, the bank will attempt to make the transfer up to 2 times.

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.



Jeff Funke

Area Director



Date