

**P&P C-7 LETTER "o"**

**COMPLAINANT NOTIFICATION OF RESULTS OF INFORMAL  
OR PRE-HEARING CONFERENCE, OR APPEALS BOARD HEARING  
CONFIDENTIAL**

Date

Name

Address

City State Zip

Dear Complainant:

As I previously informed you by letter dated\_\_\_\_\_, citations were issued to employer name as a result of an inspection of your complaint (Complaint No.\_\_\_\_\_). Since then, the employer (requested an informal conference with the Division to discuss the evidentiary foundation for the citation(s)) or(participated with the Division in a pre-hearing conference presided over by an Administrative Law Judge of the Occupational Safety and Health Appeals Board) or(participated with the Division in an administrative hearing presided over by an Administrative Law Judge of the Appeals Board).

You were notified of the (informal or pre-hearing conference, or appeals hearing) on \_\_\_\_\_. (As a result of the informal or pre-hearing conference, an agreement was reached between the employer and the Division which modifies the citation(s).

(Attached for your information is a copy of the original citation(s) and notification of penalty and a copy of the amended citation(s). The employer is required to post a copy of the amended citation in the workplace for at least three days after receipt so that it may be reviewed by employees).

(As a result of the administrative hearing, the proposed citation(s) may have been modified. Attached is a copy of the Appeals Board Decision.) Thank you for your interest in occupational safety and health.

Sincerely,

Name

District Manager or Designee

enclosure(s): Copy of Original Citation(s) (as applicable)  
Copy of Amended Citation(s) (as applicable)  
Pre-Hearing Order (as applicable)  
Appeals Board Decision (as applicable)