

State of California  
Division of Occupational Safety and Health  
320 West 4th St., Suite 670  
Los Angeles, CA 90013  
Phone: (213) 576-7451 Fax: (213) 576-7461



## Citation and Notification of Penalty

**To:**  
**Menzies Aviation**  
and its successors  
5619 W. Imperial Hwy.  
Los Angeles, CA 90045

**Inspection Number:** 317541076  
**Inspection Date(s):** 02/24/2014 08/19/2014  
**Issuance Date:** 08/20/2014  
**CSHO ID:** F3576  
**Optional Report #:** 028-14  
**Reporting ID:** 0950641

**Inspection Site:**  
LAX R 344  
Los Angeles, CA 90045

*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** (hereinafter Citation) is being issued in accordance with California Labor Code Section 6317 for violations that were found during the inspection/investigation. **This Citation or a copy must be prominently posted upon receipt by the employer at or near the location of each violation until the violative condition is corrected or for three working days, whichever is longer.** Violations of Title 8 of the California Code of Regulations or of the California Labor Code may result in some instances in prosecution for a misdemeanor.

**YOU HAVE A RIGHT** to contest this Citation and Notification of Penalty by filing an appeal with the Occupational Safety and Health Appeals Board. To initiate your appeal, you **must** contact the Appeals Board, in writing or by telephone, within 15 working days from the date of receipt of this Citation. If you miss the 15 working day deadline to appeal, the Citation and Notification of Penalty becomes a final order of the Appeals Board, not subject to review by any court or agency.

**Informal Conference** - You may request an informal conference with the Manager of the District Office which issued the Citation within 10 working days after receipt of the Citation. However, if the citation is appealed, you may request an informal conference at any time prior to the day of the hearing. Employers are encouraged to schedule a conference at the earliest possible time to assure an expeditious resolution of any issues. At the informal conference, you may discuss the existence of the alleged violation, classification of the violation, abatement date or proposed penalty.

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 agreement which resolves this matter without litigation or contest.

## APPEAL RIGHTS

The Occupational Safety and Health Appeals Board (Appeals Board) consists of three members appointed by the Governor. The Appeals Board is a separate entity from the Division of Occupational Safety and Health (Division) and employs experienced attorneys as administrative law judges to hear appeals fairly and impartially. To initiate an appeal from a Citation and Notification of Penalty, you must contact the Appeals Board, in writing or by telephone, within 15 working days from the date of receipt of a Citation. After you have initiated your appeal, you must then file a completed appeal form with the Appeals Board, at the address listed below, for each contested citation. Failure to file a completed appeal form with the Appeals Board may result in dismissal of the appeal. Appeal forms are available from district offices of the Division, or from the Appeals Board:

Occupational Safety and Health Appeals Board  
2520 Venture Oaks Way, Suite 300  
Sacramento, CA 95833  
Telephone: (916) 274-5751 or (877) 252-1987  
Fax: (916) 274-5785

If the Citation you are appealing alleges more than one item, you must specify on the appeal form which items you are appealing. You must also attach to the appeal form a legible copy of the Citation you are appealing.

Among the specific grounds for an appeal are the following: the safety order was not violated, the classification of the alleged violation (e.g., serious, repeat, willful) is incorrect, the abatement requirements are unreasonable or the proposed penalty is unreasonable.

**Important:** You must notify the Appeals Board, not the Division, of your intent to appeal within 15 working days from the date of receipt of the Citation. Otherwise, the Citation and Notification of Penalty becomes a final order of the Appeals Board not subject to review by any court or agency. An informal conference with the Division does not constitute an appeal and does not stay the 15 working day appeal period. If you have any questions concerning your appeal rights, call the Appeals Board, (916) 274-5751 or (877) 252-1987.

## PENALTY PAYMENT OPTIONS

Penalties are due within 15 working days of receipt of this Citation and Notification of Penalty unless contested. If you are appealing any item of the citation, remittance is still due on all items that are not appealed. Enclosed for your use is a Penalty Remittance Form for payment.

If you are paying electronically, please have the Penalty Remittance Form on-hand when you are ready to make your payment. The company name, index code, reporting ID, and Citation number(s) will be required in order to ensure that the payment is accurately posted to your account. Please go to [www.dir.ca.gov/dosh](http://www.dir.ca.gov/dosh) to access the secure payment processing site.

If you are paying by check, return one copy of the Citation, along with the Notice of Proposed Penalties Sheet and the Penalty Remittance Form and mail to:

Department of Industrial Relations  
Cashier, Accounting Office  
P. O. Box 420603  
San Francisco, CA 94142-0603

CAL/OSHA does not agree to any restrictions, conditions or endorsements put on any check or money order for less than the full amount due, and will cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

## NOTIFICATION OF CORRECTIVE ACTION

For violations which you do not contest, you should notify the Division of Occupational Safety and Health promptly by letter that you have taken appropriate corrective action within the time frame set forth on this Citation and Notification of Penalty. Please inform the District Office listed on the Citation by submitting the CAL/OSHA Form 160 and/or 161 with the abatement steps you have taken and the date the violation was abated, together with adequate supporting documentation, e.g., drawings or photographs of corrected conditions, purchase/work orders related to abatement actions, air sampling results, etc. The adjusted penalty for serious and general violations **has already been** reduced by 50% on the presumption that the employer will correct the violations by the abatement date." **If the CAL/OSHA Form 161 is not received in the District Office within 10 days following the abatement date, the abatement credit is revoked, causing the penalty to double.**

**Note:** Return the CAL/OSHA Form 160/161 to the District Office listed on the Citation and as shown below:

Division of Occupational Safety and Health  
320 West 4th Street, Suite 850  
Los Angeles, CA 90013  
Telephone: (213) 576-7451

## EMPLOYEE RIGHTS

**Employer Discrimination Unlawful** - The law prohibits discrimination by an employer against an employee for filing a complaint or for exercising any rights under Labor Code Section 6310 or 6311. An employee who believes that he/she has been discriminated against may file a complaint no later than six (6) months after the discrimination occurred with the Division of Labor Standards Enforcement.

**Employee Appeals** - An employee or authorized employee's representative may, within 15 working days of the issuance of a citation, special order, or order to take special action, appeal to the Occupational Safety and Health Appeals Board the reasonableness of the period of time fixed by the Division of Occupational Safety and Health (Division) for abatement. An employee appeal may be filed with the Appeals Board or with the Division. No particular format is necessary to initiate the appeal, but the notice of appeal must be in writing.

If an Employee Appeal is filed with the Division, the Division shall note on the face of the document the date of receipt, include any envelope or other proof of the date of mailing, and promptly transmit the document to the Appeals Board. The Division shall, no later than 10 working days from receipt of the Employee Appeal, file with the Appeals Board and serve on each party a clear and concise statement of the reasons why the abatement period prescribed by it is reasonable.

Employee Appeal Forms are available from the Appeals Board, or from a District Office of the Division.

**Employees Participation in Informal Conference.** Affected employees or their representatives may notify the District Manager that they wish to attend the informal conference. If the employer objects, a separate informal conference will be held.

## DISABILITY ACCOMMODATION

Disability accommodation is available upon request. Any person with a disability requiring an accommodation, auxiliary aid or service, or a modification of policies or procedures to ensure effective communication and access to the programs of the Division of Occupational Safety and Health, should contact the Disability Accommodation Coordinator at the local district office or the Statewide Disability Accommodation Coordinator at 1-866-326-1616 (toll free). The Statewide Coordinator can also be reached through the California Relay Service, by dialing 711 or 1-800-735-2929 (TTY) or 1-800-855-3000 (TTY-Spanish).

Accommodations can include modifications of policies or procedures or provision of auxiliary aids or services. Accommodations include, but are not limited to, an Assistive Listening System (ALS), a Computer-Aided Transcription System or Communication Access Realtime Translation (CART), a sign-language interpreter, documents in Braille, large print or on computer disk, and audio cassette recording. Accommodation requests should be made as soon as possible. Requests for an ALS or CART should be made no later than five (5) days before the hearing or conference.

## State of California

Division of Occupational Safety and Health  
Los Angeles District Office (0950641; 4041)  
320 West 4th Street, Suite 670  
Los Angeles, CA 90013

**Inspection Number:** 317541076  
**Inspection Dates:** 02/24/2014-08/19/2014  
**Issuance Date:** 08/20/2014  
**CSHO ID:** F3576  
**Optional Inspection Nbr:** 028-14



## Citation and Notification of Penalty

**Company Name:** Menzies Aviation  
**Inspection Site:** LAX R 344, Los Angeles, CA 90045

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### Citation 1 Item 1 Type of Violation: **Regulatory**

Title 8 California Code of Regulations Section 342(a). Reporting Work-Connected Fatalities and Serious Injuries.

Every employer shall report immediately by telephone or telegraph to the nearest District Office of the Division of Occupational Safety and Health any serious injury or illness, or death, of an employee occurring in a place of employment or in connection with any employment.

Immediately means as soon as practically possible but not longer than 8 hours after the employer knows or with diligent inquiry would have known of the death or serious injury or illness. If the employer can demonstrate that exigent circumstances exist, the time frame for the report may be made no longer than 24 hours after the incident.

#### **Or in the alternative**

Title 8 California Code of Regulations Section 342(c)

When making such report, whether by telephone or telegraph, the reporting party shall include the following information, if available:

- (1) Time and date of accident.
- (2) Employer's name, address and telephone number.
- (3) Name and job title, or badge number of person reporting the accident.
- (4) Address of site of accident or event.
- (5) Name of person to contact at site of accident.
- (6) Name and address of injured employee(s).
- (7) Nature of injury.
- (8) Location where injured employee(s) was (were) moved to.
- (9) List and identity of other law enforcement agencies present at the site of accident.
- (10) Description of accident and whether the accident scene or instrumentality has been altered.

#### **Violation**

On or about February 21, 2014, an employee sustained fatal blunt trauma injuries after being ejected from and run over by a Tug Technologies tow tractor (ID RT-149, serial number 17978). On February 21, 2014, the employer reported to Cal/OSHA that the employee was driving a tow tractor and was found laying on the ground. The employer reported the event as a "heart attack". The employer did not accurately report the incident to Cal/OSHA.

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

**State of California**

Division of Occupational Safety and Health  
Los Angeles District Office (0950641; 4041)  
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**Citation and Notification of Penalty**

**Company Name:** Menzies Aviation  
**Inspection Site:** LAX R 344, Los Angeles, CA 90045

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|   |            |
|---|------------|
| Date By Which Violation Must be Abated: | 09/22/2014 |
| Proposed Penalty:                       | \$ 5000.00 |

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

## State of California

Division of Occupational Safety and Health  
Los Angeles District Office (0950641; 4041)  
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## Citation and Notification of Penalty

**Company Name:** Menzies Aviation  
**Inspection Site:** LAX R 344, Los Angeles, CA 90045

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

Title 8 California Code of Regulations Section 3203(a)(2). Injury and Illness Prevention Program

- (a) Effective July 1, 1991, every employer shall establish, implement and maintain an effective Injury and Illness Prevention Program (Program). The Program shall be in writing and, shall, at a minimum:
- (1) Identify the person or persons with authority and responsibility for implementing the Program.
  - (2) Include a system for ensuring that employees comply with safe and healthy work practices. Substantial compliance with this provision includes recognition of employees who follow safe and healthful work practices, training and retraining programs, disciplinary actions, or any other such means that ensures employee compliance with safe and healthful work practices.
  - (3) Include a system for communicating with employees in a form readily understandable by all affected employees on matters relating to occupational safety and health, including provisions designed to encourage employees to inform the employer of hazards at the worksite without fear of reprisal. Substantial compliance with this provision includes meetings, training programs, posting, written communications, a system of anonymous notification by employees about hazards, labor/management safety and health committees, or any other means that ensures communication with employees.
- EXCEPTION: Employers having fewer than 10 employees shall be permitted to communicate to and instruct employees orally in general safe work practices with specific instructions with respect to hazards unique to the employees' job assignments as compliance with subsection (a)(3).
- (4) Include procedures for identifying and evaluating work place hazards including scheduled periodic inspections to identify unsafe conditions and work practices. Inspections shall be made to identify and evaluate hazards.
    - (A) When the Program is first established;
- EXCEPTION: Those employers having in place on July 1, 1991, a written Injury and Illness Prevention Program complying with previously existing section 3203.
- (B) Whenever new substances, processes, procedures, or equipment are introduced to the workplace that represent a new occupational safety and health hazard; and
  - (C) Whenever the employer is made aware of a new or previously unrecognized hazard.
- (5) Include a procedure to investigate occupational injury or occupational illness.
  - (6) Include methods and/or procedures for correcting unsafe or unhealthy conditions, work practices and work procedures in a timely manner based on the severity of the hazard:
    - (A) When observed or discovered; and,

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## Citation and Notification of Penalty

**Company Name:** Menzies Aviation  
**Inspection Site:** LAX R 344, Los Angeles, CA 90045

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(B) When an imminent hazard exists which cannot be immediately abated without endangering employee(s) and/or property, remove all exposed personnel from the area except those necessary to correct the existing condition. Employees necessary to correct the hazardous condition shall be provided the necessary safeguards.

(7) Provide training and instruction:

(A) When the program is first established;

EXCEPTION: Employers having in place on July 1, 1991, a written Injury and Illness Prevention Program complying with the previously existing Accident Prevention Program in Section 3203.

(B) To all new employees;

(C) To all employees given new job assignments for which training has not previously been received;

(D) Whenever new substances, processes, procedures or equipment are introduced to the workplace and represent a new hazard;

(E) Whenever the employer is made aware of a new or previously unrecognized hazard; and,

(F) For supervisors to familiarize themselves with the safety and health hazards to which employees under their immediate direction and control may be exposed.

### Violation

On and before July 18, 2014, the employer failed to ensure employee seatbelt use on tow tractors used in the workplace.

#### Instance 1:

On or about February 21, 2014, an employee sustained fatal injuries after being ejected and run over by a TUG Technologies Corporation model MA tow tractor (ID RT-149, serial number 17978). The employee was not wearing a seatbelt as a portion of the seatbelt was missing from the tow tractor.

#### Instance 2:

On or about July 18, 2014, numerous employees were observed operating tow tractors without using seatbelts throughout the work shift. Employees rarely wear seatbelts in the workplace. Employees are seldom disciplined for failure to wear seatbelts in the workplace. The employer's system for ensuring seatbelt use on tow tractors is ineffective.

#### Instance 3:

The employer's written safety program did not require seatbelt use on tow tractors when traveling to and from gates or aircraft parking areas. The employer's written safety program only required seatbelt use on marked

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Los Angeles District Office (0950641; 4041)  
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**Inspection Number:** 317541076  
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**CSHO ID:** F3576  
**Optional Inspection Nbr:** 028-14



**Citation and Notification of Penalty**

**Company Name:** Menzies Aviation  
**Inspection Site:** LAX R 344, Los Angeles, CA 90045

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roadway and service area roads. The employer's seatbelt use procedure was not compliant with Title 8 regulations.

Date By Which Violation Must be Abated: 08/30/2014  
Proposed Penalty: \$ 22500.00

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

## State of California

Division of Occupational Safety and Health  
Los Angeles District Office (0950641; 4041)  
320 West 4th Street, Suite 670  
Los Angeles, CA 90013

**Inspection Number:** 317541076  
**Inspection Dates:** 02/24/2014-08/19/2014  
**Issuance Date:** 08/20/2014  
**CSHO ID:** F3576  
**Optional Inspection Nbr:** 028-14



## Citation and Notification of Penalty

**Company Name:** Menzies Aviation  
**Inspection Site:** LAX R 344, Los Angeles, CA 90045

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

Title 8 California Code of Regulations Section 3203(a)(6). Injury and Illness Prevention Program

- (a) Effective July 1, 1991, every employer shall establish, implement and maintain an effective Injury and Illness Prevention Program (Program). The Program shall be in writing and, shall, at a minimum:
- (1) Identify the person or persons with authority and responsibility for implementing the Program.
  - (2) Include a system for ensuring that employees comply with safe and healthy work practices. Substantial compliance with this provision includes recognition of employees who follow safe and healthful work practices, training and retraining programs, disciplinary actions, or any other such means that ensures employee compliance with safe and healthful work practices.
  - (3) Include a system for communicating with employees in a form readily understandable by all affected employees on matters relating to occupational safety and health, including provisions designed to encourage employees to inform the employer of hazards at the worksite without fear of reprisal. Substantial compliance with this provision includes meetings, training programs, posting, written communications, a system of anonymous notification by employees about hazards, labor/management safety and health committees, or any other means that ensures communication with employees.  
EXCEPTION: Employers having fewer than 10 employees shall be permitted to communicate to and instruct employees orally in general safe work practices with specific instructions with respect to hazards unique to the employees' job assignments as compliance with subsection (a)(3).
  - (4) Include procedures for identifying and evaluating work place hazards including scheduled periodic inspections to identify unsafe conditions and work practices. Inspections shall be made to identify and evaluate hazards.
    - (A) When the Program is first established;  
EXCEPTION: Those employers having in place on July 1, 1991, a written Injury and Illness Prevention Program complying with previously existing section 3203.
    - (B) Whenever new substances, processes, procedures, or equipment are introduced to the workplace that represent a new occupational safety and health hazard; and
    - (C) Whenever the employer is made aware of a new or previously unrecognized hazard.
  - (5) Include a procedure to investigate occupational injury or occupational illness.
  - (6) Include methods and/or procedures for correcting unsafe or unhealthy conditions, work practices and work procedures in a timely manner based on the severity of the hazard:
    - (A) When observed or discovered; and,

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

**State of California**

Division of Occupational Safety and Health  
Los Angeles District Office (0950641; 4041)  
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Los Angeles, CA 90013

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**Issuance Date:** 08/20/2014  
**CSHO ID:** F3576  
**Optional Inspection Nbr:** 028-14



**Citation and Notification of Penalty**

**Company Name:** Menzies Aviation  
**Inspection Site:** LAX R 344, Los Angeles, CA 90045

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- (B) When an imminent hazard exists which cannot be immediately abated without endangering employee(s) and/or property, remove all exposed personnel from the area except those necessary to correct the existing condition. Employees necessary to correct the hazardous condition shall be provided the necessary safeguards.
  - (7) Provide training and instruction:
    - (A) When the program is first established;  
EXCEPTION: Employers having in place on July 1, 1991, a written Injury and Illness Prevention Program complying with the previously existing Accident Prevention Program in Section 3203.
    - (B) To all new employees;
    - (C) To all employees given new job assignments for which training has not previously been received;
    - (D) Whenever new substances, processes, procedures or equipment are introduced to the workplace and represent a new hazard;
    - (E) Whenever the employer is made aware of a new or previously unrecognized hazard; and,
    - (F) For supervisors to familiarize themselves with the safety and health hazards to which employees under their immediate direction and control may be exposed.

**Violation**

On and before February 21, 2014, the employer failed to remove unsafe equipment from service.

Instance 1:

On or about February 21, 2014, an employee sustained fatal injuries after being ejected and run over by a TUG Technologies Corporation model MA tow tractor (ID RT-149, serial number 17978). The employee was not wearing a seatbelt as a portion of the seatbelt was missing from the tow tractor. The employer's tow tractor inspection procedures were not effective in removing unsafe equipment from service in a timely manner based upon the severity of the hazard.

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|---|-------------|
| Date By Which Violation Must be Abated: | 08/30/2014  |
| Proposed Penalty:                       | \$ 18000.00 |

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

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Los Angeles District Office (0950641; 4041)  
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Los Angeles, CA 90013

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**Issuance Date:** 08/20/2014  
**CSHO ID:** F3576  
**Optional Inspection Nbr:** 028-14



**Citation and Notification of Penalty**

**Company Name:** Menzies Aviation  
**Inspection Site:** LAX R 344, Los Angeles, CA 90045

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

Title 8 California Code of Regulations Section 3577(e) Protection Devices

Work rests. On offhand grinding machines, work rests shall be used to support the work. They shall be of rigid construction and designed to be adjustable to compensate for wheel wear. Work rests shall be kept adjusted closely to the wheel with a maximum opening of one-eighth inch. The work rest shall be secured after each adjustment. The adjustment shall not be made with the wheel in motion.

**Violation**

On and before February 24, 2014, a Dewalt bench grinder (model number DW 758, serial number 2012 10-YL66204) was used in the workplace. The work rest was set 5/8" from the grinding wheel.

Date By Which Violation Must be Abated: 08/30/2014  
Proposed Penalty: \$ 6750.00

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

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**Citation and Notification of Penalty**

**Company Name:** Menzies Aviation  
**Inspection Site:** LAX R 344, Los Angeles, CA 90045

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

Title 8 California Code of Regulations Section 3650(t)(33) Industrial Trucks. General.

Industrial trucks and tow tractors shall be operated in a safe manner in accordance with the following operating rules:

When provided by the industrial truck manufacturer, an operator restraint system such as a seat belt shall be used.

**Violation**

On and before July 18, 2014, the employer did not ensure seatbelt use on Tug Technologies Corporation model MA tow tractors originally provided with seatbelts by the tow tractor manufacturer.

**Instance 1:**

On or about February 21, 2014, an employee sustained fatal injuries after being ejected and run over by a tow tractor (ID RT-149, serial number 17978). The employee was not wearing a seatbelt as a portion of the seatbelt was missing from the tow tractor.

**Instance 2:**

On or about July 18, 2014, numerous employees were observed operating tow tractors without using seatbelts throughout the work shift. These tow tractors were originally provided with seatbelts by the manufacturer. Employees rarely wear seatbelts in the workplace.

**Instance 3:**

The employer's written safety program did not require seatbelt use when traveling to and from gates or aircraft parking areas. The employer's written safety program only required seatbelt use on marked roadway and service area roads. The employer's seatbelt use procedure did not ensure seatbelt use as required under Title 8 regulations.

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

**08/30/2014**

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

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**Citation and Notification of Penalty**

**Company Name:** Menzies Aviation  
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Proposed Penalty: \$ 25000.00

A handwritten signature in black ink, appearing to read "Vic G. [unclear] / Hassan Adar". The signature is written over a horizontal line.

Compliance Officer/District Manager

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State of California  
Division of Occupational Safety and Health  
320 West 4th St., Suite 670  
Los Angeles, CA 90013  
Phone: (213) 576-7451 Fax: (213) 576-7461

## NOTICE OF PROPOSED PENALTIES

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**Company Name:** Menzies Aviation  
**Inspection Site:** LAX R 344, Los Angeles, CA 90045  
**Mailing Address:** 5619 W. Imperial Hwy., Los Angeles, CA 90045  
**Issuance Date:** 08/20/2014  
**Reporting ID:** 0950641  
**Index Code:** 4041

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### Summary of Penalties for Inspection Number 317541076

|                                 |             |                 |
|---------------------------------|-------------|-----------------|
| Citation 1, Regulatory          | = \$        | 5000.00         |
| Citation 2, Serious             | = \$        | 22500.00        |
| Citation 3, Serious             | = \$        | 18000.00        |
| Citation 4, Serious             | = \$        | 6750.00         |
| Citation 5, Serious             | = \$        | 25000.00        |
| <b>TOTAL PROPOSED PENALTIES</b> | <b>= \$</b> | <b>77250.00</b> |

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Penalties are due within 15 working days of receipt of this notification unless contested. If you are appealing any item of this citation, remittance is still due on all items that are not appealed. Enclosed for your use is a Penalty Remittance Form.

If you are paying electronically: Please have this form on-hand when you are ready to make your payment. The company name, index code, reporting ID, and Citation number(s) will be required to ensure that the payment is accurately posted to your account. Please go to [www.dir.ca.gov/dosh](http://www.dir.ca.gov/dosh) to access the secure payment processing site.

If you are paying by check: Mail this Notice of Proposed Penalties, the Penalty Remittance Form, along with a copy of the Citation and Notification of Penalty to:

**DEPARTMENT OF INDUSTRIAL RELATIONS  
CASHIER, ACCOUNTING OFFICE  
P. O. BOX 420603  
SAN FRANCISCO, CA 94142-0603**

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CAL/OSHA does not agree to any restrictions, conditions or endorsements put on any check or money order for less than the full amount due, and will cash the check or money order as if these restrictions, conditions or endorsements do not exist.

**DEPARTMENT OF INDUSTRIAL RELATIONS**  
DIVISION OF OCCUPATIONAL SAFETY AND HEALTH - CAL/OSHA  
Cashier, Accounting Office  
P.O. Box 420603  
San Francisco, CA 94142-0603  
Phone (415) 703-4291 FAX (415) 703-3037  
**PENALTY REMITTANCE FORM**

|                                  |  |                  |                     |                |                   |             |
|----------------------------------|--|------------------|---------------------|----------------|-------------------|-------------|
| <b>CIVIL PENALTY INFORMATION</b> | <b>INSPECTION NUMBER</b>                             | <u>317541076</u> | <b>REPORTING ID</b> | <u>0950641</u> | <b>INDEX CODE</b> | <u>4041</u> |
| <b>ESTABLISHMENT NAME</b>        | <u>Menzies Aviation</u>                              |                  |                     |                |                   |             |
| <b>CONTACT PERSON</b>            | _____  |                  |                     |                |                   |             |
| <b>PHONE NO.</b>                 | _____  | <b>FAX NO.</b>   | _____               |                |                   |             |
| <b>SITE ADDRESS</b>              | <u>LAX R 344. Los Angeles</u>                        |                  |                     |                |                   |             |
| <b>MAILING ADDRESS</b>           | <u>5619 W. Imperial Hwy., Los Angeles, CA. 90045</u> |                  |                     |                |                   |             |

**CITATION INFORMATION** (Penalties are due within 15 working days of receipt of this notification unless contested. If you are appealing any item of this citation, remittance is still due on all items that are not appealed.)

Payment is for the following Citation Items: (e.g. Citation 1, Items 1-5; Citation 3)

\_\_\_\_\_

**TYPE OF PAYMENT ENCLOSED**

|   |          |
|---|----------|
| <b>CHECK OR MONEY ORDER INFORMATION</b> |          |
| CHECK ENCLOSED IN THE AMOUNT OF         | \$ _____ |
| MONEY ORDER ENCLOSED IN THE AMOUNT OF   | \$ _____ |

(Please make check or money order payable to **CAL/OSHA** and mail to the Cashier, Accounting Office, at the above address. Reference the Inspection Number on the "memo" portion of your check or money order.)

Go to [www.dir.ca.gov/dosh](http://www.dir.ca.gov/dosh) to access the on-line third party secure payment processing site or Complete this section and fax to (415) 703-3037

**CREDIT CARD INFORMATION: CONVENIENCE FEE APPLIES**

CREDIT CARD NO. \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

CREDIT TYPE Discover, MC and Amex) \_\_\_\_\_ SECURITY CODE (last 3 digits on back of Discover and MC cards)  
\_\_\_\_\_ (4 digits on front of Amex card)

NAME OF CARDHOLDER \_\_\_\_\_ SIGNATURE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

CARDHOLDER PHONE NO. \_\_\_\_\_ FAX NO. \_\_\_\_\_

AMOUNT OF PAYMENT \$ \_\_\_\_\_

----- FOR OFFICE USE ONLY -----

AUTHORIZATION NO. \_\_\_\_\_ DATE PROCESSED \_\_\_\_\_

PROCESSED BY \_\_\_\_\_

Please call 415-703-4291 or complete the information above and fax to 415-703-3037  
Electronic Funds Transfer EFT Option - No convenience fee applies: Go to [www.dir.ca.gov/dosh](http://www.dir.ca.gov/dosh)