

U.S. Department of Labor
Occupational Safety and Health Administration
2183 Northlake Parkway
Building 7, Suite 110
Tucker, GA 30084
Phone: (770)493-6644 FAX: (770)493-7725



Citation and Notification of Penalty

To:
Dixon Ticonderoga Co.
and its successors
723 Joe Tampling Industrial Blvd
Macon, GA 31217-7614

Inspection Number: 314209743
Inspection Date(s): 05/17/2011-05/20/2011
Issuance Date: 09/23/2011

Inspection Site:
723 Joe Tampling Industrial Blvd
Macon, GA 31217-7614

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. Please refer to the enclosed booklet (OSHA 3000) which outlines your rights and responsibilities and which should be read in conjunction with this form.

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. The penalty dollar amounts need not be posted and may be marked out or covered up prior to posting.

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.

OSHA does not agree to any restrictions or 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.

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 page 4 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.

Notification of Corrective Action - For each violation which you do not contest, you are required by 29 CFR 1903.19 to submit an Abatement Certification to the Area Director of the OSHA office issuing the citation and identified above. The certification must be sent by you within **10 calendar days** of the abatement date indicated on the citation. For **Willful and Repeat** violations, documents (examples: photos, copies of receipts, training records, etc.) demonstrating that abatement is complete must accompany the certification.

Where the citation is classified as **Serious** and the citations state that the abatement documentation is required, documents such as those described above are required to be submitted along with the abatement certificate. If the citation indicates that the violation was corrected during the inspection, no abatement certification is required for that item.

All Abatement verification documents must contain the following information: 1) Your name and address; 2) the inspection number (found on front page); 3) the citation and the citation item number(s) to which the submission relates; 4) a statement that the information is accurate; 5) the signature of the employer or employer's authorized representative; 6) the date the hazard was corrected; 7) a brief statement of how the hazard was corrected; and 8) a statement that affected employees and their representatives have been informed of the abatement.

The Law also requires a copy of all abatement verification documents, required by 29 CFR 1903.19 to be sent to OSHA, also be posted at the location where the violation appeared and the corrective action took place.

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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.

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NOTICE TO EMPLOYEES OF INFORMAL CONFERENCE

An informal conference has been scheduled with OSHA to discuss the citation(s) issued on 09/23/2011. The conference will be held at the OSHA office located at 2183 Northlake Parkway, Building 7, Suite 110, Tucker, GA, 30084 on _____ at _____. Employees and/or representatives of employees have a right to attend an informal conference.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29 CFR 1910.22(a)(1): Place(s) of employment were not kept clean and orderly, or in a sanitary condition:

On or about May 17, 2011:

The employer did not keep areas to include, but not limited to the maintenance shop clean of dust from the dust collection system or in an orderly and sanitary condition. The graphite and wood dust mixture coated pallets, conduit and floors. The dust from the collection system was classified as a Class II explosive dust.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated:	10/19/2011
Proposed Penalty:	\$ 6300.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29 CFR 1910.95(g)(1): An audiometric testing program was not established and maintained for all employees whose noise exposure equaled or exceeded an 8 hour time weighted average of 85 DBA:

On or about May 17, 2011:

Employees working in the saw room are exposed to noise hazards. The employer did not conduct annual audiometric tests for those employees working in the saw room of the Promo Department who were monitored for noise on May 19, 2011 and had a time weighted average (TWA) of 88 and 91 decibels.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/26/2011
Proposed Penalty:	\$ 3825.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

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

29 CFR 1910.95(g)(5)(i): Baseline audiograms were not established within 6 months of an employee's first exposure for each employee whose exposure to noise equaled or exceeded an 8 hour time weighted average of 85 DBA:

On or about May 17, 2011:

Employees working in the saw room are exposed to noise hazards. The employer did not establish a baseline audiogram for those employees in the saw room who were monitored for noise on May 19, 2011 and had a time weighted average (TWA) of 88 and 91 decibels.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/26/2011
Proposed Penalty:	\$ 3825.00

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Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29 CFR 1910.95(k)(1): A training program was not instituted for all employees who were exposed to noise at or above an 8 hour timeweighted average of 85 dBA:

On or about May 17, 2011:

Employees working in the saw room are exposed to noise hazards. The employer did not implement a training program for employee working in the saw room who were monitored for noise at the time weighted average (TWA) of 88 and 91 decibels.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated: 10/03/2011

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

29 CFR 1910.95(i)(3): The employer did not give the employees an opportunity to select their hearing protectors from a variety of suitable hearing protectors:

On or about May 17, 2011:

Employees working in the saw room are exposed to noise hazards. The employer provided only the Moldex foam earplugs for employees working in the saw room of the Promo Department.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated: 10/19/2011

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29 CFR 1910.307(c): Equipment, wiring methods, and installations of equipment in hazardous (classified) locations was not intrinsically safe, or was not approved for the hazardous (classified) location.

On or about May 17, 2011:

The employees in or near the maintenance room were exposed to explosion hazards. The lighting, equipment or fixtures were not classified as intrinsically safe for the Class II explosive dust within the area.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated:	10/26/2011
Proposed Penalty:	\$ 3825.00

Citation 1 Item 5 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:

On or about May 17, 2011:

The employer did not implement a written hazard communication program. The employees working in the promo production and the maintenance shops were exposed to chemicals such as, but not limited to acetone, adhesives, solvents, graphite and wood dust.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated:	10/19/2011
Proposed Penalty:	\$ 2295.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29 CFR 1904.32(a)(2) An annual summary of injuries and illnesses recorded on the OSHA 300 Log was not created.

On or about May 17, 2011:
In 2008 where injuries were recorded, an annual Summary (Form 300A) for the year was not created.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated:	10/19/2011
Proposed Penalty:	\$ 1000.00

Citation 2 Item 2 Type of Violation: **Other**

29 CFR 1904.32(b)(4): The person signing the injury and illness log was not on of the following persons:

- (i) Owner of the company
- (ii) Officer of the corporation
- (iii) Highest ranking company official at establishment
- (iv) Immediate supervisor of the highest ranking company official working at the establishment

On or about May 17, 2011:
The employer did not ensure that an officer of the corporation signed and certified the summary of work-related injuries and illnesses Form 300A for the years 2006, 2007, 2009, and 2010. The 300A was signed by the HR Generalist.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated:	10/19/2011
Proposed Penalty:	\$ 4000.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

Citation 2 Item 3 Type of Violation: Other

29 CFR 1910.134(c)(1): A written respiratory protection program, that included the provisions in 1910.134(c)(1)(i) - (ix) with worksite specific procedures, was not established and implemented for required respirator use:

On or about May 17, 2011:

The employer required employees working in the saw room of the Promo Department to wear a filtering face-piece (dust mask) when working in the dust collection room or work related to the dust collection system. The employees are exposed to a wood and graphite dust mixture.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated:	10/19/2011
Proposed Penalty:	\$ 0.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

Citation 2 Item 4 Type of Violation: Other

29 CFR 1910.134(c)(2)(i): Respirator users were not provided with the information contained in Appendix D to this section when the employer determined that any voluntary respirator use was permissible:

On or about May 17, 2011 the employer did not provide employees working in the area below with a copy of information contained in appendix d of the respiratory protection standard:

- a. The employee working in the screen room is exposed to organic vapors associated with the use of chemicals such as, but not limited to acetone, solvent 7172, rubber cement and ghost image stain. This employee wears a survivalair respirator on a voluntary basis.
- b. Employees at Dixon Ticonderoga, Macon that work in shipping and receiving and other departments wear a filtering face-piece when knocking down dust and cobwebs.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated:	10/19/2011
Proposed Penalty:	\$ 0.00

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Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

Citation 2 Item 5 Type of Violation: Other

29 CFR 1910.134(c)(2)(ii): The employer did not establish and implement those elements of a written respiratory protection program necessary to ensure that any employee using a respirator voluntarily is medically able to use that respirator, and that the respirator is cleaned, stored and maintained so its use does not present a health hazard to the user:

On or about May 17, 2011:

The employee working in the screen room is exposed to organic vapor hazards associated with the use of chemicals such as, but not limited to acetone, solvent 7172, rubber cement and ghost image stain.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated:	10/19/2011
Proposed Penalty:	\$ 0.00

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Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

Citation 2 Item 6 Type of Violation: **Other**

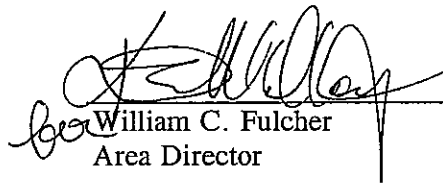
29 CFR 1910.134(d)(1)(ii): The employer did not select a NIOSH-certified respirator. The respirator was not used in compliance with the conditions of its certification.

On or about May 17, 2011:

Employees required to work with dust in the dust collection room were wearing a 1501 Nuisance Dust Mask which is not NIOSH approved.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated:	10/19/2011
Proposed Penalty:	\$ 0.00


William C. Fulcher
Area Director

See pages 1 through 5 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
2183 Northlake Parkway
Building 7, Suite 110
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Phone: (770)493-6644 FAX: 770-493-7725



INVOICE/ DEBT COLLECTION NOTICE

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-7614
Issuance Date: 09/23/2011

Summary of Penalties for Inspection Number 314209743

Citation 1, Serious	= \$	20070.00
Citation 2, Other	= \$	5000.00
TOTAL PROPOSED PENALTIES	= \$	25070.00

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.

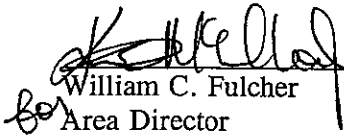
OSHA does not agree to any restrictions or conditions or endorsements put on any check or money order for less than full amount due, and will cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

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 4%. 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.



William C. Fulcher
Area Director

9/23/11

Date

U.S. Department of Labor

Occupational Safety and Health Administration
2183 Northlake Parkway
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Citation and Notification of Penalty

To:
Dixon Ticonderoga Co.
and its successors
723 Joe Tampling Industrial Blvd
Macon, GA 31217-7614

Inspection Number: 314209842
Inspection Date(s): 05/17/2011-05/20/2011
Issuance Date: 09/23/2011

Inspection Site:
723 Joe Tampling Industrial Blvd
Macon, GA 31217-7614

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.

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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.



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Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

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

1910.37(b)(1): Each exit route was not adequately lighted so that an employee with normal vision can see along the exit route.

On or about Tuesday May 17, 2011 at the office and warehouse areas at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The employer failed to ensure all emergency lights functioned properly to allow the employees adequate lighting in case of evacuation. Several emergency lights did not function when tested during the walk-around inspection of the site.

- a). Emergency lights in the office area.
- b). Emergency lights in the warehouse/production areas.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 2295.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29 CFR 1910.37(b)(6) Each exit sign was not illuminated to a surface value of five (5) foot candles and was not distinctive in color:

On or about Tuesday May 17, 2011 at the office and warehouse areas at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The employer failed to ensure the exit signs functioned properly to allow the employees safe direction to the exit door in case of an emergency evacuation. Emergency exit signs in several areas of the facility were not illuminated during the walk-around inspection of the site.

- a). Emergency exit signs in the office area.
- b). Emergency exit signs in the warehouse/production areas.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated: 10/12/2011

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29 CFR 1910.110(f)(2)(i): LP gas container(s) in storage were not located so as to minimize exposure to excessive temperature rise, physical damage, or tampering by unauthorized persons:

On or about Tuesday May 17, 2011 at the Promo and Promo warehouse areas at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The employees were exposed to a fire hazard from the propane containers stored throughout the production area and not protected from physical damage from the powered industrial trucks being operated and the employees working in the area.

- a). Propane containers were stored in the promo production area not protected from physical damage.
- b). Propane containers were stored in the promo warehouse area not protected from physical damage.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 3060.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

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

On or about Tuesday May 17, 2011 at the promo and Saw Room production areas at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The employer failed to develop and document specific energy control procedures for equipment including, but not limited to, Wego Stamper, 3 Coats, Tipper, Sharpener and Cutter equipment. The authorized and affected employees were exposed to electrical, mechanical and pneumatic energy sources while servicing, repairing and operating the machines.

- a). Promo production area machines.
- b). Saw room production area machines.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 3060.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29 CFR 1910.176(a): Aisles and passageways were not kept clear and in good repair, with no obstruction across or in aisles that could create a hazard. Permanent aisles and passageways were not appropriately marked:

On or about Tuesday May 17, 2011 at the promo warehouse rack storage area in the facility at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The employees were exposed to a struck-by hazard in areas where powered industrial trucks were being operated in that the aisles and passageways were blocked and not appropriately marked.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 2295.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

1910.176(b): Storage of material created a hazard: Bags, containers, bundles, etc., stored in tiers were not stacked, blocked, interlocked and limited in height so that they are stable and secure against sliding or collapse:

On or about Tuesday May 17, 2011 at the promo warehouse rack storage area in the facility at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The employees working near the storage racks were exposed to a struck-by hazard from the damaged racks and the improperly and unstable pallets of material being stored on the racks.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 3825.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

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

On or about Tuesday May 17, 2011 at the maintenance area at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

An employee operated the grinder in the maintenance area with the left tongue guard adjusted to 1/2" and the right tongue guard missing, exposing the employee to a struck-by hazard.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 2295.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

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

On or about Tuesday May 17, 2011 at the promo and saw room production area at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The employees were exposed unprotected rotating sprockets and chains on the machines they operate daily in the promo and saw room production areas.

- a). Sprockets and chains not guarded on the clear coat machine outside the promo production area.
- b). Sprockets and chains not guarded on the pencil splitter machine in the saw room production area.
- c). Sprockets and chains not guarded on the plastic wrap machine in the promo warehouse area.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 3825.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29 CFR 1910.303(c)(3)(i): All splices and joints and the free ends of conductors were not covered with an insulation equivalent to that of the conductors or with an insulating device identified for the purpose:

On or about Tuesday May 17, 2011 at the promo, warehouse and saw room areas at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The employees were exposed to electrical shock of up to 208 volts while operating the machines with spliced electrical wires repaired with black tape not equivalent to the manufacturer's recommended insulation.

- a). Black tape being used as insulation for spliced/repared wiring on the packing area equipment.
- b). Black tape being used as insulation for spliced/repared wiring on the battery chargers.
- c). Black tape being used as insulation for spliced/repared wiring on the plastic wrap equipment.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 3825.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

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

29 CFR 1910.305(b)(1)(i): Conductors entering cutout boxes, cabinets, or fittings were not protected from abrasion, and openings through which conductors enter were not effectively closed:

On or about Tuesday May 17, 2011 at the promo production area at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The 208 volt supplied electrical cords entering the holes on the metal housing of the machines exposed the employees to electrical shock from the unprotected sharp edges while operating the machines.

- a). No protection from sharp edges on the wiring at the packing area in the promo production area.
- b). No protection from sharp edges on the wiring on the number #1 tipper machine.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 3825.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29CFR1910.305(b)(2)(i): All pull boxes, junction boxes, and fittings were not provided with covers identified for the purpose. In completed installations each outlet box shall have a cover.

On or about Tuesday May 17, 2011 at the promo, warehouse and saw room area at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The employees were exposed to approximately 120 volts while using the outlets and switches with the covers not installed properly and/or missing.

- a). Clear coat machine missing covers
- b). Bay door light outlet cover not mounted properly
- c). Cutter, Tripper and Stamper missing covers and covers not mounted properly

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated: 10/12/2011



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

29 CFR 1910.305(g)(1)(iv)(A): Flexible cords and/or cables were used as a substitute for the fixed wiring of a structure:

On or about Tuesday May 17, 2011 at the promo, outside promo area and saw room area at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

Flexible cords connected to several of the machines were being substituted as fixed wiring exposing the employees to electrical shock of up to 208 volts while operating the machines.

- a). Clear coat machine at entrance of the promo area provided up to 208 volts with flexible wiring.
- b). Wego machine in the promo area provided up to 208 volts or power with flexible wiring.
- c). Screen heat locker in the screen area provided up to 208 volts of power with flexible wiring.
- d). Packing area in the promo area provided up to 208 volts of power with flexible wiring.
- e). Electrical panel in the promo area providing up to 208 volts of power with flexible wiring to various machines and equipment.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 4590.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

Citation 1 Item 11 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:

On or about Tuesday May 17, 2011 at the promo area at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

The employees were exposed to electrical shock of up to 208 volts while operating the machines without strain relief on the electrical wires on the outlet and motor housing on the equipment.

- a). No strain relief on the wiring at the packing area in the promo production area.
- b). No strain relief on the wiring on the number #1 tipper machine.

In accordance with 29 CFR 1903.19(d), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET), and in addition, documentation demonstrating that abatement is complete must be included with your certification. This documentation may include, but is not limited to, evidence of the purchase or repair of the equipment, photographic or video evidence of abatement, or other written records.

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 2295.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

Citation 2 Item 1a Type of Violation: Other

29 CFR 1910.178(l)(2)(ii): Training did not consist of a combination of formal instruction (e.g., lecture, discussion, interactive computer learning, video tape, written material), practical training (demonstrations performed by the trainer and practical exercises performed by the trainee), and evaluation of the operator's performance in the workplace:

On or about Tuesday May 17, 2011 at the warehouse area at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

Employer failed to ensure the employees were evaluated and demonstrated safe operation of the powered industrial trucks as required preventing employees from being exposed to a potential struck-by hazard.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated:	10/12/2011
Proposed Penalty:	\$ 0.00

See pages 1 through 5 of this Citation and Notification of Penalty for information on employer and employee rights and responsibilities.



Citation and Notification of Penalty

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-6614

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

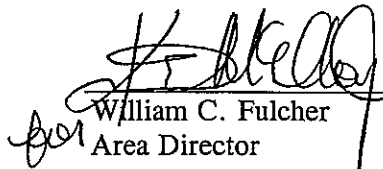
29 CFR 1910.178(l)(2)(iii): All operator training and evaluation was not conducted by persons who have the knowledge, training, and experience to train powered industrial truck operators and evaluate their competence:

On or about Tuesday May 17, 2011 at the warehouse area at 723 Joe Tampling Industrial Blvd Macon, GA 31217:

Employer failed to ensure the trainer/examiner had the knowledge, training and experience to train the employees required to operate the powered industrial trucks safely in the facility without exposing the employees to a struck-by hazard.

In accordance with 29 CFR 1903.19(c), abatement certification is required for this violation (using the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET).

Date By Which Violation Must be Abated: 10/12/2011


William C. Fulcher
Area Director

See pages 1 through 5 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
2183 Northlake Parkway
Building 7, Suite 110
Tucker, GA 30084
Phone: (770)493-6644 FAX: 770-493-7725



**INVOICE/
DEBT COLLECTION NOTICE**

Company Name: Dixon Ticonderoga Co.
Inspection Site: 723 Joe Tampling Industrial Blvd, Macon, GA 31217-7614
Issuance Date: 09/23/2011

Summary of Penalties for Inspection Number 314209842

Citation 1, Serious	= \$	35190.00
Citation 2, Other	= \$	0.00
TOTAL PROPOSED PENALTIES	= \$	35190.00

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.

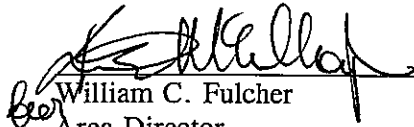
OSHA does not agree to any restrictions or conditions or endorsements put on any check or money order for less than full amount due, and will cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

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 4%. 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.



William C. Fulcher
Area Director

9/23/11

Date