

INFORMATION MEMORANDUM 81-X-1 (REVISED)

TO: All OSH Directors, Supervisors and Field Personnel

FROM: William M. Lybrand, Director of OSH

SUBJECT: Progress Reports

DATE: May 1, 1981

There has been confusion on the requirement for progress reports for abatement periods exceeding 30 days; therefore, the following will apply:

1. You cannot put a requirement on the citation for periodic progress reports. It is not a citable item.
2. You may ask for voluntary progress reports. Such reports will be evidence of "good faith".
3. Progress reports can be required (usually quarterly) as a part of a stipulation agreement or settlement agreement for contested cases, memorandums of understanding, and other agreement type situations.
4. Periodic progress reports can be required by a court order, or by the Commissioner of Labor or his designated representative to whom this authority is given.

This memorandum is effective upon receipt and will remain in effect until cancelled or superseded.