

U.S. Department of Labor

Occupational Safety and Health Administration
Robinson Plaza
55 North Robinson, Suite 315
Oklahoma City, Oklahoma 73102-9237
Phone: (405) 278-9560
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June 2, 2009

Social Security Administration
2400 E. Jackson
Hugo, OK 74743

Re: Social Security Administration, Complaint #207249491

Dear Ms. Kathy Marshall:

On June 2, 2009, the Occupational Safety and Health Administration (OSHA) received a report of alleged hazardous working conditions and/or violations of 29 CFR Part 1960 citable program elements in your workplace at 2400 E. Jackson. The specific nature of the report involve:

Employees are exposed to health hazards and potential respiratory irritants that may be associated with mold in the building with no attempt made to clean or remove the mold.

If true, this may be in violation of Section 5(a)(1) of the Occupational Safety and Health Act and may be corrected by determining if the source of indoor air quality problems may be arising from microbial contamination and taking steps to remedy any problems. Methods of abatement include, but are not limited to the following:

a) Investigate and evaluate moisture and mold problems:

For example, assess the location and size of moldy area and consider the possibility of hidden mold. Investigate areas associated with occupant complaints. Identify source(s) or cause of water or moisture problem(s). Note type of water-damaged materials (wallboard, carpet, etc.). Check inside air ducts and air handling unit.

b) Remediate moisture and mold problems:

Remediation includes both the identification and correction of the conditions that permit mold growth, as well as the steps to safely and effectively remove mold damaged materials. The remediation plan should include steps to permanently correct the water or moisture problem. It also should include steps to carefully contain and remove moldy building materials in a manner that will prevent further contamination and protect the health and safety of the building occupants and remediators. During cleanup activities, steps should be taken to avoid exposing workers and occupants from being exposed to mold-laden dusts and caution should be used to prevent mold and mold spores from being dispersed throughout the air. In some cases, the remediation plan may include temporary relocation of some or all of the building occupants.

c) Take steps to prevent future mold problems:

Moisture control is the key to mold control. When water leaks or spills occur indoors - act promptly. Any initial water infiltration should be stopped and cleaned promptly. A prompt response (within 24-48 hours) and thorough clean-up, thorough drying, and/or

removal of water-damaged materials will prevent or limit mold growth. Other steps to prevent future mold problems:

- * Repair all leaks and remedy all condensation problems as soon as possible.
- * Perform regularly scheduled building/HVAC inspections and maintenance, including filter changes.
- * Maintain indoor relative humidity below 70% (25 - 60%, if possible).
- * Clean and dry wet or damp spots as soon as possible, but no more than 48 hours after discovery.
- * Pinpoint areas where leaks have occurred, identify the causes, and take preventive action to ensure that they do not reoccur.

d) Ensure building ventilation is adequate:

Inadequate ventilation can be a source of indoor air quality problems. Thus, even in cases where visible mold is present, assuring adequate ventilation is important. For more information, see the enclosed OSHA Safety and Health Information Bulletin entitled "A Brief Guide to Mold in the Workplace." Additional information on techniques to investigate mold and indoor air quality problems and methods of correction can be found on the OSHA Website www.OSHA.gov (<http://www.osha.gov/SLTC/molds/index.html>); <http://www.osha.gov/SLTC/indoorairquality/index.html>).

OSHA has decided not to conduct an inspection in response to this report. However, since allegations of the violation of standards have been made, you should investigate the alleged violation(s). Department of Labor regulation 29 CFR 1960.28 requires that your inspection be conducted within 3 working days for potentially serious conditions and within 5 working days for other-than-serious hazards. Any necessary correction(s) should be made within 15 working days after completion of the inspection. If correction(s) cannot be made within 15 working days, please provide me with a detailed abatement plan. Your plan should include:

- (1) All steps taken and the dates of such action to achieve compliance during the prescribed abatement period.
- (2) The specific additional abatement time estimated to achieve compliance.
- (3) The reasons such additional time is necessary, including the unavailability of professional or technical personnel or of materials and equipment, or because necessary construction or alteration of facilities cannot be completed by the original abatement date.
- (4) Interim steps being taken to safeguard the employees against the cited violation(s) during the abatement period.

Since the complainant has requested to remain anonymous, please advise me in writing, within 15 working days after completion of inspection, of your finding(s) and of any action you have taken. Your response should be detailed, stating specifically what corrective action(s), if any, were taken. If it is determined that, based on the report, no violation(s) exist

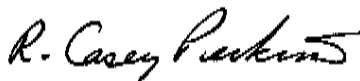
and an inspection will not be conducted, please notify me in writing within 5 working days of receipt of this letter. We have notified the complainant that the complaint has been forwarded to you for action, and, if the violation(s) are not corrected, to notify us. We will forward a copy of your report to the complainant.

You should enclose any supporting documentation on the action(s) taken, such as monitoring results, new equipment orders, or photograph(s) of corrected condition.

If we do not receive a response from you within 5 working days, indicating that appropriate action has been taken or that no violation(s) exist, an OSHA inspection may be scheduled.

If you have any questions or need assistance concerning this matter, please contact our office.

Sincerely,



for David A. Bates
Area Director

Enclosure

**CERTIFICATE OF POSTING
OSHA NOTIFICATION OF ALLEGED HAZARD(S)**

Complaint Nr: 207249491
Company's Name: Social Security Administration

Date of Posting: _____

Date Copy Given to an Employee Representative: _____

On behalf of the employer, I certify that a copy of the complaint letter received from the Occupational Safety and Health Administration (OSHA) has been posted in a conspicuous place, where all affected employees will have notice, or near such location where the violation occurred, and such notice has been given to each authorized representative of affected employees, if any. This notice was or will be posted for a minimum of ten (10) working days or until any hazardous conditions found are corrected.

Signature

Title