

mn DEPARTMENT OF
LABOR AND INDUSTRY

October 14, 2020

[REDACTED]

RE: OSHA Complaint: [REDACTED]

[REDACTED]

On October 14, 2020, the Minnesota Occupational Safety and Health Division (MNOSHA) received a complaint of safety and/or health hazards regarding coronavirus at:

[REDACTED]

The alleged hazards are as follows:

Employees are not wearing masks in the City Hall Building.

Location: City Hall Building (various offices, especially on the 2nd floor Engineering and Building Inspector Departments)

At this time, we request that you:

1. Immediately investigate the alleged hazards listed above;
2. Make any necessary changes to correct the hazards; and
3. Send a letter to MNOSHA explaining what you did or did not find as a result of your investigation and, if you found hazards, what you did to correct the hazards.

Send your written response by October 16, 2020 to Robert Balsavich by:

1. Email at osha.compliance@state.mn.us; or
2. Facsimile at 651-284-5741.

Information about coronavirus disease 2019 (COVID-19), which is the illness caused by coronavirus and preparing your workplace can be found at the following locations:

- <https://www.osha.gov>
- <https://www.cdc.gov>
- <https://www.health.state.mn.us>
- <https://www.dli.mn.gov/business/workplace-safety-and-health/mnosha-compliance-novel-coronavirus-covid-19>

Reference Complaint Number [REDACTED] and include information that will help us understand your response, such as, applicable measurements, monitoring results, work orders for planned corrections and photographs.

In addition, you are required to post a copy of this letter and your response where it will be readily accessible for review by all of your employees for 15 days. You must also provide a copy of this letter and your response to a representative of any recognized employee union or safety committee, if these are at your facility.

If we do not receive your response by October 16, 2020 or the information you provide does not adequately address the alleged hazards, MNOSHA will conduct an inspection of your worksite. Please also be aware that MNOSHA conducts random inspections to verify that corrective actions asserted by the employer have actually been taken. If MNOSHA conducts an inspection and determines that any conditions or practices at the worksite present a substantial probability of serious physical harm, MNOSHA may issue an order that prohibits employment and operations at the worksite until the conditions or practices that present a substantial probability of serious physical harm are corrected.

It is our goal to assure that workplace hazards are promptly identified and eliminated. We encourage employee participation in your investigation and response to the alleged hazards. We wish to remind you that the Minnesota Occupational Safety and Health Act prohibits you from discriminating against your employees because you think they have made a complaint to MNOSHA.

If you have any questions regarding this letter or your response to the alleged hazards, please contact Robert Balsavich at 651-284-5100.

For additional safety or health information, you may also contact MNOSHA Workplace Safety Consultation by calling 651-284-5060.
Sincerely,



James Krueger
Director, MNOSHA Compliance
Occupational Safety and Health Division