

Re: Potential Safety Concerns

Our representative observed potential safety violations during a visit to the company's facility at \_\_\_\_\_ on \_\_\_\_\_.

We did not conduct a comprehensive safety audit of the company's facility or its machinery, and summarize only conspicuous potential safety concerns that our representative observed. The machine(s) and potential safety issues are described in the enclosure to this letter.

These observations involved potential hazards that will not permit our representative to safely service the machine. We cannot service the machine until those deficiencies are remedied, except to help remedy them.

We recommend that the company:

- (1) immediately remove the machine from service,
- (2) schedule an independent safety audit to assess whether the machine complies with safety standards, such as those developed by ANSI ([www.ANSI.org](http://www.ANSI.org)), and
- (3) before the machine is placed back into service, remedy any deficiencies identified in the independent safety audit to ensure that the machine complies with the legal requirements and applicable consensus standards.

Please contact me if you have questions, and know that we are here to support you in this process.

Sincerely,

<b>EXAMPLE Machine</b>	<b>EXAMPLE Potential Safety Violation</b>
<p>Type: Blow Molding Machine</p> <p>Serial Number:</p> <p>Location:</p>	<p>Standard: American National Standard ANSI / SPI B151.31-2014 (Safety Requirements for the Manufacture and Use of Blow Molding Machines)</p> <p>Issues: [Insert an example.]</p>

	<b>Machine</b>	<b>Potential Safety Violation</b>
1.	<p>Type:</p> <p>Serial Number:</p> <p>Location:</p>	<p>Standard:</p> <p>Issues:</p>
2.	<p>Type:</p> <p>Serial Number:</p> <p>Location:</p>	<p>Standard:</p> <p>Issues:</p>