

PENALTY CALCULATION WORKSHEET FOR REGULATORY VIOLATIONS

Permit/License No.: _____ Permit/License Holder: _____

Notice No.: _____

Violation Code	Description of Offense	Applicable Statute(s) and Rule(s)

Step 1. Base Penalty: \$250 \$500 \$1,000

Step 2. Number of Violation Events: _____

Explanation of violation event count: _____

Step 2 Subtotal (Base Penalty x # of Violation Events): _____

Step 3. Mitigating and Aggravating Circumstances

Description: _____

	Ordinary	Extraordinary	Falsification/Flagrant
Mitigation	x 0.50	x 0.25	
Aggravation	x 2	x 4	x 6

Step 3 Subtotal: _____

Step 4. Economic Benefit

Prior violation (Complaint No. and citation): _____

Costs Avoided	
Costs Delayed	
Additional Profits	
TOTAL EB:	

Basis for EB Calculation (add sheets, if necessary): _____

Total EB exceeds Step 3 Subtotal? (if box is checked, add Step 3 Subtotal to Total EB for Total Penalty, up to statutory maximum)

TOTAL PENALTY:

÷ Base Penalty =
of days in lieu of penalty

(Note: Statutory maximum penalty of \$25,000/violation/day)