

ATTACHMENT 6-17b:
SAMPLE
SECTION 5.7 ENFORCEMENT REPORT

MEMORANDUM FOR:

HUD Labor Standards and Enforcement Regional/Field Staff
Region IV – Atlanta Regional Office (Jurisdiction over Kentucky)

FROM: _____

DATE: _____

SUBJECT: Section 5.7 Enforcement Report

I. Coverage

Project Name: _____

CDBG Project No.: _____

Location: _____
(City/County/State)

Project Scope: _____

Wage Decision/Mod #: _____

Date Decision Issued: _____

CDBG Program Area and HUD authorizing Statute: _____

Bid Opening Date: _____

Bid Award Date: _____

Construction Start Date: _____

☐ Prime Contractor*: _____
(Name)

(City, State, Zip)

**List all prime contractors with their respective subcontractors*

Contract Award Amount: \$ _____

☐ Subcontractor: _____
(Name)

(City, State, Zip)

Contract Award Amount: \$ _____

II. Violations:

List all Contractors in Violation: _____

(City, State, Zip)

Contract Award Amount: \$ _____

List all Subcontractors in Violation: _____

(City, State, Zip)

Attach a schedule of wages paid to each employee

Wage restitution in the total amount of \$ _____ has been paid
to _____ employees by the contractor(s) named above.

(See attached Schedule(s) of Wages Found Due.)

Were any of the violations willful? ☐ YES ☐ NO (Check or circle one)
(If yes, see attached detailed report.)

Were CWHSSA liquidated damages computed? ☐ YES ☐ NO (Check or
circle one)
(If yes, see attached detailed report.)

Are administrative sanctions recommended? ☐ YES ☐ NO (Check or
circle one)
(If yes, see attached detailed report.)

The wage underpayments were discovered through: *(Check or circle one)*

☐ Routine payroll review

☐ On-site job interviews

☐ Investigation of complaint

☐ Other: _____

Describe the types of violations committed (incorrect wage decision, incorrect rate, etc.): _____

III. Disposition

(Provide Detailed Narrative of Resolution)