
Loss Control Updates

Provided by the Loss Control Department of IRMS/ICT

February 2019

OSHA 300A Summary Log posting and Electronic Submitting

To comply with the OSHA recordkeeping rules posting OSHA's Form 300A (Summary of Work - Related Injuries and Illnesses) is required. The 300A summarizes the total numbers of job-related injuries and illnesses that occurred during 2018 and were logged on OSHA's Form 300. **The summary must be signed by a company executive and posted between February 1 and April 30, 2019 in a common area at your facility where notices to employees are usually posted.**

March 2, 2019, is the deadline for electronically reporting your OSHA Form 300A data for calendar year 2018. Collection began on January 2, 2019.

Under the current recordkeeping rule, the initial deadline for electronic submission of information from OSHA Forms 300 and 301 by covered establishments with 250 or more employees was July 1, 2018. However, OSHA has published a [Notice of Proposed Rulemaking \(NPRM\)](#) to amend its recordkeeping regulation to remove the requirement to electronically submit to OSHA information from the OSHA Form 300 (Log of Work-Related Injuries and Illnesses) and OSHA Form 301 (Injury and Illness Incident Report) for establishments with 250 or more employees which are required to routinely keep injury and illness records. OSHA will not enforce this deadline for these two forms without further notice while this rulemaking is underway.

To start electronic submission go to: <https://www.osha.gov/injuryreporting/ita/>

Remember, not all establishments are covered by this requirement. To review which establishments need to provide their data, [click here.](#)

Also the OSHA electronic submission is not the same as the **U.S Bureau of Labor Statistic Survey** which an establishment may get selected to submit their data. If you are sent a letter please comply with the requirements. This is separate from OSHA's request.

If you have any questions regarding this information, please contact Mike Benedeck at 630.276.5646 or Deidre Harris at 630.276.5414.