

## OSHA ELECTRONIC REPORTING/RECORDKEEPING SYSTEM WHAT IS IT AND WHAT DOES IT MEAN FOR ME?

In January of 2019, OSHA release its final ruling on electronic reporting requirements for staffing agencies.

This requirement has gone through many changes since it was first introduced in 2017 and with the ever changing regulations and nuances that can be involved in accurate reporting and record-keeping, we at Integrity Staffing Solutions want to ensure our clients are informed and aware of the rules and regulations that may impact you.

### DO I NEED TO REPORT?

- You must report if you are an establishment with 250 or more employees OR in these industries.
- Who doesn't need to report?
  - Establishments that have a peak employment of 19 or fewer during the reported calendar year.
  - Any establishments on this list, regardless of number of employees.



Businesses that are required to report must submit the info from their **OSHA 300a log ONLY**. No further info is required to be submitted.

(You will have to supply your EIN for record-keeping purposes)

### WHEN DO I NEED TO SUBMIT MY INFO?

Info must be electronically submitted to OSHA by March 2.

If you do not get the data submitted by the deadline, you are still required to report and can submit the data by December 31st of the year.

### HOW DO I REPORT?

OSHA has a website set up to make reporting easy! Just go here to get your account set up in the Injury Tracking Application!

### SO WHAT IS A RECORDABLE INCIDENT ANYWAY?

OSHA has specific criteria that can make an incident recordable. If you have any questions on what may or may not be recordable you can reach out to our National Occupational Safety Compliance Manager for a complimentary consultation: