

WHAT YOU NEED TO KNOW ABOUT OSHA'S E-REPORTING RULE

WHAT IS THE FINAL RULE?



Under the rule, employers will be required to electronically submit injury and illness information they're already required to collect on their onsite OSHA Injury and Illness forms. OSHA will use the data to interact with these establishments, through both outreach and enforcement initiatives, with the goal of reducing injuries and illnesses.



WHEN?

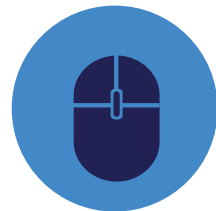
In 2019 and beyond, covered establishments must submit information from their completed Form 300A by March 2 of the year after the calendar year covered by the form.



WHO?

Establishments with 250 or more employees that are currently required to keep OSHA injury and illness records, and establishments with 20-249 employees that are classified in certain industries with historically high rates of occupational injuries and illnesses.

HOW DO I SUBMIT ILLNESS & INJURY DATA?



Visit the OSHA Injury Tracking Application at www.osha.gov/injury-reporting/ita/



Option 1: Manually enter your data in a webform



Option 2: Upload a CSV file containing your data



Option 3: Transmit data via an application program interface (API)

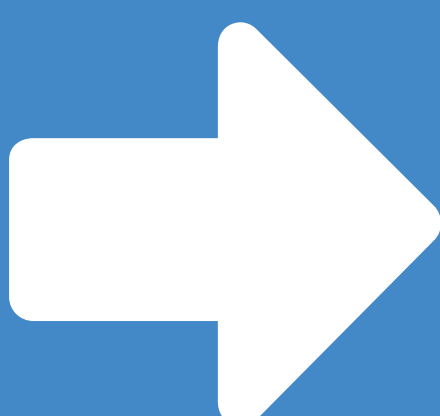
HOW LONG WILL IT TAKE TO SUBMIT MY DATA?

OSHA estimates that it will take 10 minutes to create an account, 10 minutes to enter the information from Form 300A, and another 12 minutes to enter the information for *each* injury or illness on forms 300 and 301. Many experts think it will take much longer than that. With Perillon, you can save time by quickly reviewing the data from all your sites, exporting it to a single CSV file, and uploading everything at once.

ANTI-RETALIATION PROTECTIONS

The rule prohibits employers from discouraging workers from reporting an injury or illness. Employers are required to inform employees of their right to report work-related injuries and illnesses free from retaliation, which can be satisfied by posting the already-required OSHA workplace poster. The final rule also clarifies the existing implicit requirement that an employer's procedure for reporting work-related injuries and illnesses must be reasonable and not deter or discourage employees from reporting; and incorporates the existing statutory prohibition on retaliating against employees for reporting work-related injuries or illnesses.

WHAT SHOULD I DO TO PREPARE?



Safety directors should make sure your records are up-to-date and prepare to submit the information electronically by the deadline. Now is also a good time to consider using an incident management software like Perillon, which makes it easy to record injuries and illnesses and speeds up information submission to OSHA.