



# SAFETY NEWS BULLETIN

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## **Reminder to Employers: Post 2019 Annual Summary of Work-Related Injuries and Illnesses on February 1**

First of all, Happy New Year! Safety Compliance Company would like to thank you for the opportunity to be of service for your company's safety needs and we look forward to a safe and prosperous 2020.

OSHA is reminding employers to post their 2019 annual summary of work-related injuries and illnesses in a visible and easily accessible area at each worksite. The Form 300A summary must be posted each year from February 1 through April 30.

- Review Log 300 for accuracy and correct any deficiencies;
- Summarize Work-Related Injuries for 2019 on the Form 300A;
- Certify the Form 300A; and
- Post the Form 300A in an area for all employee access



OSHA's **300 Forms**:

<https://www.osha.gov/recordkeeping/RKforms.html>

Many employers must also comply with electronic submission of workplace injury and illness records requirements by March 2<sup>nd</sup> each year.

- Cal/OSHA Electronic Submission Requirements:

<https://www.dir.ca.gov/dosh/calosha-updates/log300-reporting.html>

- Fed/OSHA Electronic Submission Requirements:

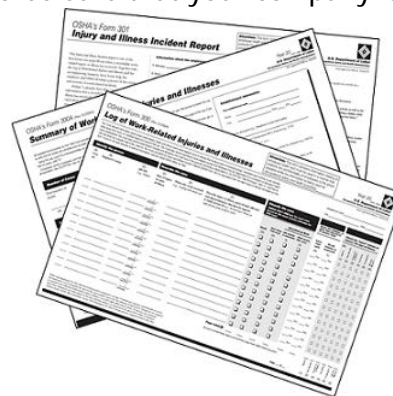
<https://www.osha.gov/injuryreporting/>

Contact your Safety Compliance Safety Representative to assist you in reviewing your current procedures for Reporting Work-Related Injuries and Illnesses to be sure that your company is in compliance with OSHA regulations.

Reference: [www.dir.ca.gov](http://www.dir.ca.gov) / [www.osha.gov](http://www.osha.gov)

Sincerely,

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Mission Statement: A worthy enterprise is based on educating and servicing.

Thomas Herold, President