



## UOSH UPDATE

### Electronic Submission of OSHA Recordkeeping Logs

The Utah Occupational Safety and Health Division (UOSH) of the Utah Labor Commission will adopt 29 CFR 1904 Recordkeeping Rule on October 12, 2018. This rule includes the requirement for certain employers to electronically submit their annual OSHA Injury and Illness Forms.

Companies with 250 or more employees that are currently required to keep OSHA injury and illness records must electronically submit information from OSHA Forms 300 – Log of Work-Related Injuries and Illness, 300A – Summary of Work-Related Injuries and Illnesses, and 301 – Injury and Illness Incident Report.

Companies with 20-249 employees that are classified in certain industries (see list on back of page) with historically high rates of occupational injuries and illnesses must electronically submit information from OSHA Form 300A.

Beginning in 2019, and every year thereafter, the due date for this submission is March 2<sup>nd</sup>.

The information collected through the electronic submissions will provide OSHA and UOSH with data to assist in improving allocation of compliance assistance and enforcement resources. Access to establishment-specific data will enable employers to compare their safety and health performance against industry leaders, encouraging them to improve their safety programs.

To ensure that the data submitted is accurate employees must feel free to report injuries or illnesses. An employer's procedure for reporting work-related injuries and illnesses must be reasonable and must not deter or discourage employees from reporting. 29 CFR 1904.35 provides the basic requirements that employers must follow to allow employees to report injuries and illnesses.

Additional information on OSHA's electronic submission rule can be found at [www.osha.gov/recordkeeping/index.html](http://www.osha.gov/recordkeeping/index.html).

UOSH can provide extensive help through a variety of programs, including technical assistance about effective safety and health programs, workplace consultations, and training and education. If you are in need of assistance with the recordkeeping standard, please contact the UOSH Consultation and Education Services at 801-530-6855. UOSH Consultation and Education Services offers free and confidential occupational safety and health services to Utah employers, with priority given to small business employers in high hazard industries.

Companies with 20 or more employees, but fewer than 250 employees who are required to submit the Annual Electronic of OSHA Form 300A. (NAICS Code and Industry Description)

11...	Agriculture, forestry, fishing and hunting.
22...	Utilities.
23...	Construction.
31-33..	Manufacturing.
42...	Wholesale trade.
4413	Automotive parts, accessories, and tire stores.
4421	Furniture stores.
4422	Home furnishings stores.
4441	Building material and supplies dealers.
4442	Lawn and garden equipment and supplies stores.
4451	Grocery stores.
4452	Specialty food stores
4521	Department stores.
4529	Other general merchandise stores.
4533	Used merchandise stores.
4542	Vending machine operators.
4543	Direct selling establishments.
4811	Scheduled air transportation.
4841	General freight trucking.
4842	Specialized freight trucking.
4851	Urban transit systems.
4852	Interurban and rural bus transportation.
4853	Taxi and limousine service.
4854	School and employee bus transportation.
4855	Charter bus industry.
4859	Other transit and ground passenger transportation.
4871	Scenic and sightseeing transportation, land.
4881	Support activities for air transportation.
4882	Support activities for rail transportation.
4883	Support activities for water transportation.
4884	Support activities for road transportation.
4889	Other support activities for transportation.
4911	Postal service.

4921	Couriers and express delivery services.
4922	Local messengers and local delivery.
4931	Warehousing and storage.
5152	Cable and other subscription programming.
5311	Lessors of real estate.
5321	Automotive equipment rental and leasing.
5322	Consumer goods rental.
5323	General rental centers.
5617	Services to buildings and dwellings.
5621	Waste collection.
5622	Waste treatment and disposal.
5629	Remediation and other waste management services.
6219	Other ambulatory health care services.
6221	General medical and surgical hospitals.
6222	Psychiatric and substance abuse hospitals.
6223	Specialty (except psychiatric and substance abuse) hospitals.
6231	Nursing care facilities.
6232	Residential mental retardation, mental health and substance abuse facilities.
6233	Community care facilities for the elderly.
6239	Other residential care facilities.
6242	Community food and housing, and emergency and other relief services.
6243	Vocational rehabilitation services.
7111	Performing arts companies.
7112	Spectator sports.
7121	Museums, historical sites, and similar institutions.
7131	Amusement parks and arcades.
7132	Gambling industries.
7211	Traveler accommodation.
7212	RV (recreational vehicle) parks and recreational camps.
7213	Rooming and boarding houses.
7223	Special food services.
8113	Commercial and industrial machinery and equipment (except automotive and electronic) repair and maintenance.
8123	Dry-cleaning and laundry services.