

Additional OSHA Reporting Requirement Information

Employers which are required to keep OSHA logs; are required to annually electronically report to OSHA if;

- -the employer's establishment had 250 or more employees over the past year, or
- -the employer's establishment employed 20-249 employees during the past year,
- and the employer's NAICS code is listed Table 3 in WAC 296-27.

The full requirement is laid out in WAC 296-27-03103.

If the employer's establishment is required to electronically submit 300A summary information annually (by March 2nd each year) to Federal OSHA. They can do so here <https://www.osha.gov/injuryreporting/ita/>

Further, OSHA has job aids to assist ITA users in creating an account and what steps to take to submit information which can be found here- <https://www.osha.gov/injuryreporting/>

Also, Federal OSHA has been trying to cope with the large surge in employers trying to electronically submit over the last few days, and their injury tracking analysis (ITA) system has been overwhelmed with employers receiving errors while creating new accounts and trying to log in. So long as employers are making good faith efforts to submit their records, DOSH is not planning to cite employers for electronically filing late over the coming weeks, as a result of OSHA's IT issues.