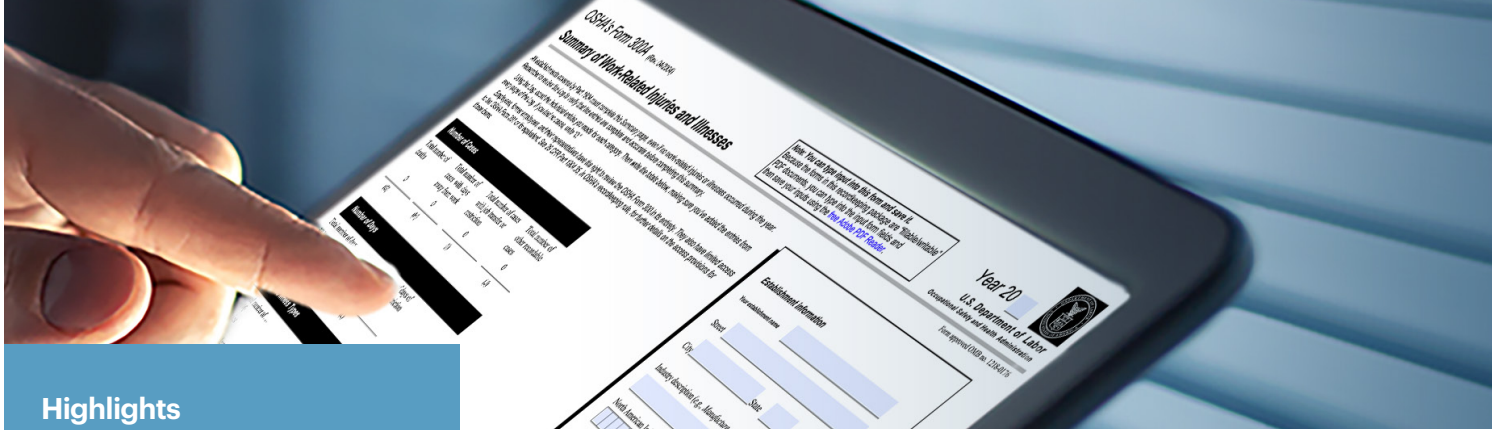


Legal Update | OSHA Form 300A Posting Requirements Begin February 1

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Highlights

- Employers must post their OSHA 300A for the 2022 calendar year by Feb. 1, 2023.
- The form must remain on display until April 30.
- Employers subject to OSHA's electronic reporting requirement will need to submit information from their OSHA 300A form by March 2.

Annual summaries must be posted in each establishment in a conspicuous place or places where notices are customarily posted.

The Occupational Safety and Health Administration (OSHA) requires employers subject to its recordkeeping requirements to post copies of their OSHA Form 300A between Feb. 1 and April 30 of each year.

The [OSHA Form 300A](#), also known as the "Summary of Work-related Injuries and Illnesses," must be completed by Feb. 1 using data from the previous calendar year.

As a reminder, OSHA's recordkeeping requirement does not apply to employers with 10 or fewer employees, or to employers that are in a [partially exempt industry](#).

Severe Injury Reporting

Employers must report any worker fatality within eight hours and any amputation, loss of an eye or hospitalization of a worker within 24 hours.

Employer Action Steps

On **Feb. 1**, employers subject to OSHA recordkeeping requirements must ensure that copies of their completed Forms 300A are posted in each of their establishments. The form must be displayed in a conspicuous place or places where notices to employees are customarily posted.

Until **April 30**, these employers must also ensure that their Form 300A postings remain in place and are not altered, defaced or covered by other material.

Questions? | losscontrol@copperpoint.com