

The Gowrie Safety Report

Safety & Loss Prevention Insights



OSHA Requirement and Reminder: Total 2013 Injuries and Illnesses Must be Posted on Form 300A

The Occupational Safety and Health Administration (OSHA) requires employers to post [OSHA Form 300A](#) each year from February 1st to April 30th.

This summary form must include the total number of job-related injuries and illnesses that occurred in 2013 and that were logged on OSHA Form 300, *Log of Work-Related Injuries and Illnesses*. To assist in calculating incidence rates, information about the annual average number of employees and total hours worked during the calendar year is also required. If a company recorded no injuries or illnesses in 2013, the employer must enter "zero" on the total line. The form must be signed and certified by a company executive. Form 300A should be displayed in a common area where notices to employees are usually posted.

Employers with 10 or fewer employees and employers in certain industries are normally exempt from federal OSHA injury and illness recordkeeping and posting requirements. A list of [exempt industries](#) in the retail, services, finance, insurance and real estate sectors can be found online.

For more information on recordkeeping requirements, visit the [OSHA Injury and Illness Recordkeeping and Reporting Requirements](#) website.



Gowrie's Safety & Loss Prevention insights are created by Kellie Crete. Kellie manages Gowrie Group's Safety & Loss Prevention practice area and has more than 25 years of experience in safety and loss control, and specializes in advising the marine industry and other niche segments of the commercial marketplace. Kellie is an OSHA authorized instructor. For more information, kelliec@gowrie.com, p: 860.399.2881, c: 508.509.3788, www.gowrie.com/safety

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