To: PRR OSH Forum

From: Helen Cleary, Director PRR

Date: January 9, 2023

Re: Electronic Submission of OSHA Form 300A Data Due by March 2, 2023

This is a reminder to **PRR members required annually to electronically submit their OSHA Form 300A** (Summary of Work-Related Injuries and Illnesses data) that 2022 **submission to** the U.S. Department of Labor’s Occupational Safety and Health Administration **(FedOSHA) is due by March 2, 2023.**

Employers meeting the following requirements must submit:

* Establishments with 250 or more employees that are required to keep OSHA injury and illness records.
* Establishments with 20 to 249 employees in [designated industries](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDEsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMzAxMDkuNjk0NTQ4MTEiLCJ1cmwiOiJodHRwczovL3d3dy5vc2hhLmdvdi9sYXdzLXJlZ3MvcmVndWxhdGlvbnMvc3RhbmRhcmRudW1iZXIvMTkwNC8xOTA0LjQxQXBwQSJ9.5oHFh384BiEkY_nxXv3XKw4adFI3r5Wf8-9fbqhxTAU/s/991063822/br/151985010280-l).

Establishments under Federal OSHA jurisdiction can use the [ITA Coverage Application](https://www.osha.gov/itareportapp) to determine if they are required to electronically report their injury and illness information.

As a reminder, in October 2022**,** [**FedOSHA’s Injury Tracking Application (ITA)**](https://www.osha.gov/injuryreporting) **transitioned its login procedure to Login.gov. Current and new account holders need to create a Login.gov account to submit their 2022 injury and illness data.** Detailed guidance on how to carry out this change is available on this [video](https://www.youtube.com/watch?v=-e6i7xHuv7Y).

For further information and instructions on electronic submission, please go to Federal OSHA’s [Injury Tracking Application website](https://www.osha.gov/injuryreporting) and visit FedOSHA’s [FAQs](https://www.osha.gov/injuryreporting/faqs) webpage. If the FAQs do not address your questions, FedOSHA has a [Help Request Form](https://www.osha.gov/injuryreporting/ita/help-request-form) located on the [page](https://www.osha.gov/injuryreporting/faqs#v-nav-help).

California’s Occupational Safety and Health Administration (Cal/OSHA) State Plan also requires submission. Its [webpage](https://www.dir.ca.gov/dosh/calosha-updates/log300-reporting.html) provides more information as well.

If you have any questions, please do not hesitate to contact [hcleary@phylmar.com](mailto:hcleary@phylmar.com). In addition, **Stefanie Corbitt is presenting to the Forum on this topic Tuesday January 10, 2022. She is an expert in recordkeeping and excellent resource to our group. Members responsible for their organization’s recordkeeping should not miss this event.**