

TRAINING AND EMPLOYMENT NOTICE	NO. 16-14
	DATE December 23, 2014

TO: STATE WORKFORCE AGENCIES
STATE WORKFORCE LIAISONS
UNEMPLOYMENT INSURANCE DIRECTORS

FROM: PORTIA WU /s/
Assistant Secretary

SUBJECT: Request for State Workforce Agencies to Help Disseminate New Reporting Requirements of the Occupational Safety and Health Administration (OSHA)

1. **Purpose.** To request that state workforce agencies assist in disseminating information to employers about changes in OSHA reporting requirements.
2. **Background.** Under OSHA's recordkeeping regulation (29 Code of Federal Regulations (CFR) 1904), covered employers are required to prepare and maintain records of serious occupational injuries and illnesses. This information is important for employers, workers and OSHA in evaluating the safety of a workplace, understanding industry hazards, and implementing worker protections to reduce and eliminate hazards. State workforce agencies including the unemployment insurance system, communicate with a significant number of employers on an ongoing basis, and it is important for employers to be made aware of recent changes to OSHA's reporting requirements. State workforce agencies are asked to help disseminate this new information to employers on the state agencies' employer-targeted webpages to assist employers in properly reporting injuries and illnesses to OSHA.
3. **OSHA Changes.** Beginning January 1, 2015, there will be a change to what covered employers are required to report to OSHA. Starting in 2015, employers will be required to report all work-related fatalities within eight hours and all in-patient hospitalizations, amputations, and losses of an eye within 24 hours of becoming aware of the incident. (Previously, employers were required to report all workplace fatalities and when three or more workers were hospitalized in the same incident.) The attachment to this *Training and Employment Notice* contains information prepared by OSHA about the changes and employer reporting options. State Workforce Agencies are strongly encouraged to use the attached information to help notify employers of the changes by posting it on their employer-targeted webpages and including it in other employer-related information.
4. **Action Requested.** State Administrators are requested to: 1) provide this information to appropriate staff and, 2) post the attached OSHA information on employer-targeted webpages as soon as possible, given that the new requirements are effective in January 2015.
5. **Inquiries.** Inquiries should be directed to the appropriate Regional Office.
6. **Attachment.** OSHA Update: New Reporting Requirements Start January 1.