



Annual Cal/OSHA Form 300A Posting and Electronic Filing Reminder

SPLASH ALERT

Cal/OSHA requires the Form 300A: Annual Summary of Work Related Injuries and Illnesses be posted at each staffed employer facility location from **February 1 through April 30**. Note that an employer must only post the Annual Form 300A Summary. The requirements of the California standard applies to most employers that have over ten employees. ***While some employers may be exempt from Log 300A posting and filing requirements, all employers in California are still required to immediately report serious occupational injuries, illnesses, or the death of an employee within eight hours.***

Employers in California that have establishments meeting one of the requirements below must electronically submit Form 300A data annually:

- All establishments with 250 or more employees, unless specifically exempted by [section 14300.2](#) of title 8 of the California Code of Regulations.
- Establishments **with 20 to 249 employees in the specific industries listed in Appendix H of Cal/OSHA's [emergency regulations](#).**

(See federal OSHA's [Injury Tracking Application website](#) for information and instructions on electronic submission.)

Appendix H includes NAICS Sector 22: Utilities includes establishments engaged in the provision of the following utility services: electric power, natural gas, steam supply, ***water supply, and sewage removal***. Within this sector, the specific activities associated with the utility services provided vary by utility: electric power includes generation, transmission, and distribution; natural gas includes distribution; steam supply includes provision and/or distribution; ***water supply includes treatment and distribution; and sewage removal includes collection, treatment, and disposal of waste through sewer systems and sewage treatment facilities***.

Link to the Cal/OSHA website on an employer's Log 300 reporting requirements:
https://www.dir.ca.gov/dosh/dosh_publications/RecKeepOverview.pdf

Cal/OSHA also offers an eTool for employers:
<https://www.dir.ca.gov/dosh/etools/recordkeeping/index.html>

For further information on Cal/OSHA Electronic filing requirements:
<https://www.dir.ca.gov/dosh/calosha-updates/log300-reporting.html>

Contact Melody Tucker, Workers' Compensation Claims Manager, to run an OSHA 300 Log as a comparison to your agency's log.

