

# OSHA Recordkeeping Rule - Effective January 1, 2015

## Important Information for Your Business – Updates to OSHA’s Recordkeeping Rule

Under OSHA’s recordkeeping requirement, certain covered employers are required to prepare and maintain records of serious occupational injuries and illnesses using the OSHA 300 Log. 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 or eliminate hazards. In addition, all employers are required to report fatalities and hospitalization of 3 or more workers to OSHA within 8 hours.

Effective January 1, 2015, the revised rule includes the following important changes:

### Telephonic Reporting to OSHA (800.321.OSHA)

All employee fatalities must be reported to OSHA within 8 hours. Additionally, employers of all sizes now must report the following to OSHA within 24 hours:

- Any work related hospitalization
- Any amputation
- Any loss of an eye

### OSHA Log Maintenance

The partial exemption list has changes and 25 types of businesses that were previously exempt and are now required to keep OSHA logs, see OSHA Fact Sheet for a complete list. Employers who are not exempt with 10 or more employees at any time of the year must prepare OSHA logs. No one is exempt from the telephonic reporting requirements listed above.

### OSHA Recordkeeping Rule Resources

- [Updates to OSHA’s Recordkeeping Rule](#)
- [An Overview](#)
- [Reporting Fatalities and Severe Injuries](#)
- [Who is Required to Keep Records and Who is Exempt](#)

