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## OSHA's new electronic reporting requirement

On May 12, 2016, OSHA published its final rule on a new requirement for employers to submit OSHA records electronically. For U.S. employers who are subject to recordkeeping obligations the rule requires that records be submitted electronically starting with 300A reports for calendar year 2016. The submission deadline for the first transmittal is July 1, 2017.

The rule breaks out electronic submission deadlines. There is a set of rules for employers with establishments that have at least 250 employees and another set of rules for employers with establishments with 20–249 employees. Note that the rule is specific that the submissions will be required based on headcount at each establishment, not by the firm as a whole.

For employers who have establishments with headcount of at least 250 employees, the reports that must be filed and their submission deadlines are:

- For the 2016 reporting year, employers must submit their 300A reports by July 1, 2017.
- For the 2017 reporting year, employers must submit their OSHA 300A along with certain elements of their OSHA 300 and 301 by July 1, 2018.
- For the 2018 reporting year, employers must submit their OSHA 300A along with certain elements of their OSHA 300 and 301 by March 2, 2019.

For employers who have establishments with headcount of 20–249 employees, the reports that must be filed and their submission deadlines are:

- For the 2016 reporting year, employers must submit their 300A reports by July 1, 2017.
- For the 2017 reporting year, employers must submit their 300A by July 1, 2018.
- For the 2018 reporting year, employers must submit their OSHA 300A by March 2, 2019.

Sedgwick has confirmed with the Department of Labor that we will be able to submit reports on behalf of clients who utilize our [OSHA services](#) to meet this electronic reporting requirement. However, employers will ultimately be responsible for the completeness and accuracy of the data. The specific format of the files to be prepared for submission has not yet been developed by OSHA. As information on the format is made available to us, we will share it.

If you have questions about this matter or would like additional information about our [OSHA services](#), please contact your Sedgwick client services representative or Malcolm Dodge, our VP of risk services, at [malcolm.dodge@sedgwick.com](mailto:malcolm.dodge@sedgwick.com).

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