

Recordkeeping

Our company offers record keeping compliance assistance and interactive seminars. As required by § 1904.39, all employers covered by the OSH Act must report to OSHA any workplace incident that results in a fatality or the hospitalization of three or more employees. Record keeping can be confusing if there is not a good understanding of the criteria used for injuries and illnesses. Our training helps by using case studies. Our seminars include:



- Regulatory overview
- Who is covered and who is exempt
- Recording criteria
- Work relatedness and new cases
- General recording criteria
- Specific cases
- Privacy concerns
- Forms
- Annual summary & reporting requirements
- Workshops – case studies and violations

STEP...up to compliance!