



NEWS RELEASE

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Cal/OSHA Reminder to Employers: Post 2019 Annual Summary of Work-Related Injuries and Illnesses on February 1

Oakland—Cal/OSHA is reminding employers in California to post their 2019 annual summary of work-related injuries and illnesses in a visible and easily accessible area at each worksite. The Form 300A summary must be posted each year from through April 30.

Instructions and form templates are available for download from Cal/OSHA's [Record Keeping Overview](#). The overview gives instructions on completing both the log (Form 300) and annual summary (Form 300A) of work-related injuries and illnesses. The annual summary must be placed in a visible and easily accessible area at each worksite. Posting helps ensure workers are aware of work-related injuries and illnesses that occurred the previous year. Current and former employees and their representatives are entitled to a copy of the summary or the log upon request.

The 2019 definitions and requirements for recordable work-related fatalities, injuries and illnesses are outlined in the [California Code of Regulations, Title 8, sections 14300 through 14300.48](#). Employers are required to complete and post the Form 300A even if no workplace injuries occurred.

Many employers in California must also comply with [electronic submission of workplace injury and illness records](#) requirements by March 2nd each year. Cal/OSHA has posted details on which employers are required to submit the electronic reports as well as other information online.

The California Division of Occupational Safety and Health, or Cal/OSHA, is the division within the Department of Industrial Relations (DIR) that helps protect California's workers from health and safety hazards on the job in almost every workplace. [Cal/OSHA's Consultation Services Branch](#) provides free and voluntary assistance to employers to improve their safety and health programs. Employers should call (800) 963-9424 for assistance from Cal/OSHA Consultation Services.

Employees with work-related questions or complaints may contact DIR's Call Center in English or Spanish at 844-LABOR-DIR (844-522-6734).

Contact: Erika Monterroza / Frank Polizzi, Communications@dir.ca.gov, (510) 286-1161

The [California Department of Industrial Relations](#), established in 1927, protects and improves the health, safety, and economic well-being of over 18 million wage earners, and helps their employers comply with state labor laws. DIR is housed within the [Labor & Workforce Development Agency](#). For general inquiries, contact DIR's Communications Call Center at 844-LABOR-DIR (844-522-6734) for help in locating the appropriate [division or program](#) in our department.