



ILLINOIS DEPARTMENT OF LABOR

Bruce Rauner  
Governor

Joseph Beyer  
Director

June 8, 2018

To Whom It May Concern,

After a recent review of its 2016 final rule to Improve Tracking of Workplace Injuries and Illnesses, also known as the electronic recordkeeping rule, Illinois OSHA will require all State and Local Government employers in Illinois to electronically report OSHA 300A injury and illness logs.

The following employers are required to submit Form 300A data to Illinois OSHA electronically:

- Establishments with **250 or more employees** that are required to keep OSHA injury and illness records.
- Establishments with **20-249 employees in Illinois designated high hazard industries**. These categories are as follows:
  - Transportation
  - Departments of Public Works
  - Local Fire Protection
  - State Nursing and Residential Care Facilities
  - Water and Sewer Treatment Facilities

All affected State and Local Government employers are to submit injury and illness data into OSHA's [Injury Tracking Application \(ITA\) online portal](#).

Injury and illness data for **calendar year 2017** must be submitted between June 15 and September 30, 2018. Beginning in 2019 and every year thereafter, submitting the information for the preceding year will be required by March 2.

Additional details regarding the final rule can be found on OSHA's website. OSHA has also provided a specific "[resource page](#)" regarding the final rule. Please note that the compliance schedule timelines outlined in the OSHA resource page are superseded by the information and dates provided to you in this notification.

Please do not hesitate to contact us at [dol.safety@illinois.gov](mailto:dol.safety@illinois.gov) or at (217) 782-9386 should you have any further questions. Thank you for your cooperation in meeting this new reporting requirement.

Sincerely,

Ben Noven  
Illinois OSHA, Director  
State of Illinois