

**ODCI**

**What is it?**

# ODCI stands for OSHA Data Collection Initiative

- In order to meet the needs of the Occupational Safety and Health Administration (OSHA), the ODCI has been developed in an effort to collect work-related injury and illness data in private sector industries.

# Overview of ODCI

- The objective of the ODCI is to compile injury and illness data from businesses in selected high-hazard industries. The information allows OSHA to calculate injury/illness rates. The data is used by OSHA as a basis for targeting intervention programs such as inspections, outreach, technical assistance and leveraging.

# Importance of the ODCI

- The successful implementation of the data collection initiative is critical to OSHA's efforts to help reduce the number of workplace injuries and illnesses.

# How is a business chosen?

- Establishments in non-construction industries with 40 or more employees are chosen randomly
- Establishments that were nonrespondents in the previous collection year
- Establishments with an inspection or consultation visit for performance measurement
- Establishments with a DART rate (days away from work, restriction or transfer) of 7.0 or higher in previous data collections

# Where is the data found?

- The work-related injury/illness data is kept on OSHA Form 300, Log of Work-Related Injuries and Illnesses. The data is then transferred to OSHA Form 300A, the Summary of Work-Related Injuries and Illnesses. The data from the Form 300A is the information that is reported on the OSHA Data Collection Form.

# Where can I find the OSHA forms?

- The OSHA recordkeeping forms can be found by going to OSHA.gov and following the recordkeeping links. This link should take you directly to the instructions and forms necessary for keeping accurate OSHA records:

<http://www.osha.gov/recordkeeping/new-osha300form1-1-04.pdf>

# Is the ODCI mandatory?

- If an establishment is chosen to participate in the ODCI, it is required by Public Law 91-596 that the company provide the requested information. Establishments that fail to submit a completed data collection form may be subject to OSHA enforcement actions, including the issuance of a citation and assessment of penalties.

# Where can I find other information on OSHA recordkeeping?

- To find useful information on keeping OSHA records, please visit the OSHA website at <http://www.osha.gov/recordkeeping/index.html>. Information on how to record certain injuries can be found using the OSHA Recordkeeping Handbook at this site.