

Cal/OSHA Form 300

Log of Work Related Injuries and Illnesses

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health programs. See CCR Title 8 14300.29(b)(6)-(10)



Year: 2002

You must record information about every work-related death and about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work- related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in CCR Title 8 Section 14300.8 through 14300.12. Feel free to use two lines for a single case if you need to. You must complete an Injury and Illness Incident Report (Cal/ OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local Cal/ OSHA office for help.

Establishment name City/State

Identify the person		Describe the case				Classify the case										
(A)	(B)	(C)	(D)	(E)	(F)	Using these four categories, check ONLY the most serious result for each case:				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness (M)				
Case #	Employee's Name	Job Title (e.g. welder)	Date of injury or onset of illness (month/day)	Where the event occurred (e.g. Loading dock north end)	Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill. (e.g. Second degree burns on right forearm from acetylene torch)	Death (G)	Days away from work (H)	Job transfer or restriction (I)	Other recordable cases (J)	On the job transfer or restriction (K)	Away from work (L)	Injury (1)	Skin Disorder (2)	Respiratory condition (3)	Poisoning (4)	All other illnesses (5)
1										days	days					
2										days	days					
3										days	days					
4										days	days					
5										days	days					
6										days	days					
7										days	days					
8										days	days					
9										days	days					
10										days	days					
11										days	days					
12										days	days					
13										days	days					
14										days	days					
15										days	days					
16										days	days					
17										days	days					
Totals						0	0	0	0	0	0	0	0	0	0	0

Be sure to transfer these totals to the Annual Summary page (Form 300A) before you post it.

Injury

Skin Disorder

Respiratory condition

Poisoning

All other illnesses

(1)

(2)

(3)

(4)

(5)

Note: If additional entries are required, just copy rows from the bottom of the case area and paste them back.