

U.S. Department of Labor

Bureau of Labor Statistics  
2 Massachusetts Ave., N.E.  
Washington, D.C. 20212



## **FINAL NOTICE. Federal Law Mandates a Response**

Dear Employer:

In January and again in February of this year, a 2007 survey package requiring your company's participation in the Survey of Occupational Injuries and Illnesses was mailed to you by the Bureau of Labor Statistics (BLS). **Your participation in this survey is mandatory under Public Law 91-596 and your response is due now.**

As required by law, the entire report should have been completed and returned within 30 days of your first receipt. Despite our second request in February, your completed report has not been received and is delinquent. We are reminding you that this is a **mandatory** survey, which must be completed **whether or not** any of your employees sustained injuries or illnesses during the 2007 calendar year. If you believe you submitted your report, please call your State at the number listed on the back of the form.

Your response can be submitted via the BLS internet site: <https://idcf.bls.gov>. You can also receive an electronic copy via e-mail by sending an e-mail to [OSH2007@idcf.bls.gov](mailto:OSH2007@idcf.bls.gov). Attached to the e-mail you receive in response will be a WORD document and instructions with the e-mail address to return the completed form. Enter your data on the WORD template and then return your data to the e-mail address indicated.

Should you choose the Internet or e-mail options, please be aware that use of electronic transmittal methods involves certain risks to the confidentiality of your data. BLS is committed to the responsible treatment of your data and will take appropriate steps within our ability to protect data confidentiality.

We are also prepared to accept this same information by fax or telephone. On the back of the form are the numbers for your State. Be certain to include the complete name, address, and report location for your firm from the front of the form, as well as your name, address, title, and telephone number on all information you fax to us.

Your report is very important to us. It provides us the information we need to produce reliable statistics of the number and rate of injuries and illnesses in the various industry categories and in turn allows establishments to compare their own injury and illness record with the average for their particular industry. These statistics will impact government policy and allow safety and health professionals to make informed decisions about workplace safety throughout the United States.

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