

August 31, 2012

MEMORANDUM FOR : Reviewer of 1220-0045

FROM : Beth Rogers, Chief  
Division of Safety and Health Statistics  
Office of Compensation and Working Conditions  
Bureau of Labor Statistics

SUBJECT : Changes to Collection Forms for the Survey of  
Occupational Injuries and Illnesses

In January 2013, the Bureau of Labor Statistics (BLS) will begin using revised collection forms for the Survey of Occupational Injuries and Illnesses (SOII). Minor changes were made to collection forms to clarify instructions for reporting.

The changes made to the SOII IDCF mailing are described below:

- Reworded the reference on the use of Workers' Compensation forms to clarify instructions;
- Changed the "example" image to accurately reflect the front of the form (with an updated logo, password format, and displayed establishment information). Also changed the telephone and fax numbers in the example (to 555-555-5555) from an actual telephone number

We also corrected several typos on the SOII IDCF mailing form and one typo on the Spanish Data Collection Booklet.

Copies of relevant forms have been included with this note to the reviewer. These changes are not expected to have an impact on respondent burden. If you have any questions about this request, please contact Beth Rogers by telephone at 202-691-5098 or by e-mail at [rogers.elizabeth@bls.gov](mailto:rogers.elizabeth@bls.gov).