

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, the Bureau of Labor Statistics (BLS) mailed you a 2010 survey package requiring your company's participation in the Survey of Occupational Injuries and Illnesses. **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 of the survey package. 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 2010 calendar year. If you believe you submitted your report, please call your State at the number listed on the back of the form.

Reporting does not need to be time consuming. You can submit your survey form in many ways: online, using a fillable form obtained through e-mail, or requesting and completing the paper survey form and returning it using standard US mail. Information and state contact phone numbers regarding these data submission alternatives can be found at <http://www.bls.gov/respondents/iif/>. 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 provide 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.

Sincerely,

A handwritten signature in cursive script that reads "John W. Ruser".

John W. Ruser, Ph.D.  
Assistant Commissioner  
Office of Safety, Health and Working Conditions  
Bureau of Labor Statistics