

Justification for a Non-Substantive Change for OSHA Form 7

(OMB Control Number 1218-0064)

It has come to the program's attention that certain language in the current OSHA electronic complaint form may be problematic for at least one of the State Plan states. Specifically, at Item #14, the complainant is asked whether OSHA may reveal the filer's name to their employer. Heading that question is the following language:

Current text: The OSH Act gives complainants the right to request that their names not be revealed to their employer. Providing your name and address, will only allow OSHA staff to communicate with you regarding your complaint.

Some State Plans do not allow for anonymity for individuals who are not current employees. Therefore, they ask that the language be changed to the following:

Proposed revised text: The OSH Act gives employees and employee representatives complainants the right to request that their names not be revealed to their employer. Providing your name and address, will only allow OSHA staff to communicate with you regarding your complaint.

The form is posted at:

<https://www.osha.gov/pls/osha7/eComplaintForm.html>

As a minor formatting issue, we ask that the comma be removed from the second sentence as well. The language should also be added to the downloadable paper version immediately preceding the sentence "Please Indicate Your Desire:" at the lower part of Page 2. The downloadable form is posted at:

<https://www.osha.gov/sites/default/files/publications/osha7.pdf>

Lastly, we revised the documents to include a new mailbox from DEP@dol.gov to DEP.PRA@dol.gov so we don't overload the general mailbox, DEP@dol.gov, that is used by the rest of the Directorate. The new mailbox, DEP.PRA@dol.gov was created to allow the public to share PRA-specific comments.

The revised complaint form language has been reviewed and approved by the Office of the Solicitor, as well as the Directorate of Cooperative and State Programs.

The URLs for the currently approved forms are located above. The documents with the proposed changes are located under the supplemental documents section.

This request does not affect the hour or cost burdens under this clearance.

Thank you for your full consideration of our request.