

Dear Employer,

In January and again in March of this year, the Bureau of Labor Statistics (BLS) sent you a 2022 survey package requiring your company's participation in the Survey of Occupational Injuries and Illnesses (SOII). The entire report should have been completed and returned within 30 days. Despite our second request in March, your completed report has not been received and is delinquent. Note that OSHA's Injury Tracking Application (ITA) is independent of the SOII. Some employers who are required to report to both OSHA and the SOII may be able to transfer their OSHA ITA submission into the SOII. Follow on-screen instructions to do so when reporting for the SOII.

Public Law 91-596 mandates your participation in this survey. Under Public Law 91-596, all establishments that receive this survey must complete and return it, even if they had no work-related injuries and illnesses during 2022.

What am I expected to do?

Within 30 days, complete the survey for each establishment identified in the attached PDF. To do so:

1. Open the attachment using the password sent to you in a separate email. (Please check your spam/junk folders if you cannot locate this second email containing the attachment password.)
2. Select a single User ID from the attached PDF
3. Go to <https://idcf.bls.gov> and use the User ID that you selected and temporary password next to it to register your account
4. Select "Survey of Occupational Injuries and Illnesses" and follow the onscreen instructions
5. If you have more than one establishment in the 2022 survey, add the other establishment(s) to your account on the "Add Establishments" page using your Establishment ID(s) located in the attached PDF. If you have trouble adding an establishment, please email osh.helpdesk@bls.gov.

Note: You, or others in your company, may receive additional notifications instructing you to report for other establishments. Please register only one email address and use the "Add Establishments" page to under your initial User ID link the other establishments to that account.

If you believe you submitted your report, please contact your state at the number(s) listed in the email attachment. More information about this survey, including state-specific contact telephone numbers, can be found at: www.bls.gov/respondents/iif.

Thank you,
U.S. Department of Labor
Bureau of Labor Statistics

*This survey, which is conducted by the Bureau of Labor Statistics in cooperation with state agencies, is **mandatory** under Public Law 91-596, and is approved under OMB No. 1220-0045.*

The Bureau of Labor Statistics, its employees, agents, and partner statistical agencies, will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act (44 U.S.C. 3572) and other applicable federal laws, your responses will not be disclosed in identifiable form without your informed consent. Per the Federal Cybersecurity Enhancement Act of 2015, Federal information systems are protected from malicious activities through cybersecurity screening of transmitted data.

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