

Subject: Invitation to help OSHA test modifications to OSHA's Injury Tracking Application (ITA)

Dear ITA user,

The purpose of this e-mail is to ask whether you would agree to volunteer to help test OSHA's Injury Tracking Application (ITA), which is being modified to accept data submitted under OSHA's new submission requirement.

As you may be aware, OSHA recently published a final rule (88 FR 47254, July 21, 2023) that requires establishments that meet certain size and industry criteria to electronically submit detailed information from their OSHA Form 300 Log and OSHA Form 301 Incident Report to OSHA. This new requirement will begin with the submission of calendar-year 2023 data through our Injury Tracking Application (ITA), starting on January 2, 2024.

Based on the 2022 Form 300A Annual Summary data that you submitted to OSHA this year (2023), we believe that one or more of your establishments may be affected by this new submission requirement for Form 300 Log/Form 301 Incident Report data.

We are now looking for volunteers to help us test the modified data collection system. We expect the testing to begin in August and to take 2-4 hours for each tester to complete. The tester will complete newly-designed web forms, submit data via csv file, and provide feedback via a feedback form.

If you are interested in volunteering and would like more information about this project, please reach out to Miriam Schoenbaum at [Schoenbaum.Miriam@dol.gov](mailto:Schoenbaum.Miriam@dol.gov).

Thank you very much for your consideration.

Public reporting burden for this collection of information is estimated to average 15 minutes per response (including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This collection of information is voluntary. You are not required to respond to this collection of information unless it displays a valid OMB control number. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Occupational Safety and Health Administration, U.S. Department of Labor, 200 Constitution Ave NW., Suite N3621, Washington, DC 20210-4537 and reference the OMB Control Number 1225-0088.