

4167-6-04 Annual summary.

(A) Each public employer shall post an annual summary of work-related injuries and illnesses for each establishment. The PERRP form no. 200AP or equivalent shall be used in presenting the summary.

(B) The annual summary shall be completed and thereafter posted by February first for the previous calendar year and shall remain in place until April thirtieth.

(1) A copy of the posted "Annual Summary of Work-Related Injuries and Illnesses" shall be submitted to the public employment risk reduction program by each February first for the previous calendar year beginning with the summary for the year 1998 and each year thereafter with the first 2002 annual summary submitted no later than October first 2003. Each annual summary shall include the employer's bureau of worker's compensation policy (risk) number.

(C) The summary shall consist of a copy of the year's totals from the PERRP form no. 200AP or equivalent and the following information from that form:

(1) The calendar year covered;

(2) Public employer's name;

(3) Establishment address;

(4) Certification, signature, title, and date, in accordance with paragraph (D) of this rule.

(D) Each employer, or representative of the employer who supervises the preparation of the log and summary of occupational injuries and illnesses, shall certify that the annual summary of occupational injuries and illnesses is true and complete. The certification shall be accomplished by affixing the signature of the employer, or the representative of the employer who supervises the preparation of the annual summary, at the bottom of the last page of the log and summary or by appending a separate statement to the log and summary certifying the summary is true and complete.

(E) Each public employer shall post a copy of the establishment's annual summary at each establishment in the same manner that notices are required to be posted in Chapter 4167-4 of the Administrative Code.

(F) The retention of these records shall be in accordance with rule 4167-6-07 of the Administrative Code.

Effective: 2/15/09

Prior Effective Dates: 7/1/94, 1/15/96, 4/25/03, 2/22/05