



OSHA Recordkeeping: Requirement



OSHA regulation 29 CFR Part 1904, Recording and Reporting Occupational Injuries and Illnesses requires employers with 10 or more employees (unless in an exempt industry) to record work-related deaths, injuries, and illnesses using Forms 300, 300A, and 301, and report certain severe incidents to OSHA.

If this process appears a bit confusing, MIIA is here to help.

On March 3, Maureen Montanus, Elizabeth Carella and Lin Chabra will address the following issues as they guide you step by step through the process of complying with the OSHA Recordkeeping Requirement and answer any questions you may have about the process.

This webinar will address the following:

- Which municipal departments are required to follow the OSHA Recordkeeping requirement and which are exempt
- What forms are necessary to this process and where to find them
- How to determine what injuries are recordable
- How to fill out the required forms using data from the Origami platform
- When you **MUST** report an injury to the Department of Labor Standards.

DATE & TIME

Tuesday, March 3, 2026
10:00 a.m. - 11:00 a.m.

This webinar is MIIA Rewards eligible but you must remain on camera to receive credit.

[REGISTER HERE](#)

PRESENTERS

Maureen Montanus,
MIIA Member Services, Risk Manager

Maureen Montanus, MIIA Senior Risk Manager. Maureen has a Master of Science from Keene State College in Occupational Safety and Health Applied Science and holds designations in Risk Management-Public Entities and School Risk Management from the Insurance Institutes. She has worked for MIIA in her capacity of Senior Risk Manager for over 8 years; her work history includes time at TriNet and Alexander and Schmidt as a Safety and Risk Consultant. [FULL BIO](#)

Elizabeth Carella, Project and Technology Manager/Account Specialist: MIIA Member Services | Workers' Compensation Department

Elizabeth Carella has been with Aon for over eight years. In that time, Liz has served as the Account Specialist and Project and Technology Manager for MIIA. Liz works closely with MIIA senior management, and the MIIA Risk

- Who needs to report injuries electronically to OSHA

Reward Credits This training qualifies the MIIA member for .25% MIIA Rewards credit under the Workers Compensation category.

Management team. Liz is dedicated to the MIIA Workers' Compensation department. Among many roles, Liz assists the MIIA members with online workers' compensation claim reporting, OSHA reporting, systems issues, and she serves as the liaison to the Department of Industrial Accidents.

Disclaimer: The material contained herein is intended for general informational purposes only. It is not intended as legal advice and should not be construed as such. Any inquiries concerning Massachusetts law should be directed to a city solicitor, town counsel or other licensed attorney.



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