

# Lunch & Learn

## Occupational Safety and Health (OSHA) Injury and Illness Recordkeeping Requirements



**When:** Friday, March 15  
Registration & Lunch:  
11:30 a.m.  
Presentation:  
12:00 p.m. - 1:30 p.m.

**Where:** NICC Town Clock  
Business Center  
Room 106C  
680 Main Street  
Dubuque, IA 52001

Cost: \$29.00 per person

**Instructor: Chris Downs**

Safety Consultant with Iowa OSHA  
Chris has been a Safety Consultant with Iowa OSHA Consultation & Education since mid-2014. He is an OSHA Authorized Trainer for OSHA 10 & 30 Hour classes for both general industry and construction. He travels the state of Iowa providing compliance assistance and education to employers in all industries so that they can take charge of eliminating workplace hazards to minimize risk to their employees.

**To register for:**

**Class #70073**

visit [www.nicc.edu/solutions](http://www.nicc.edu/solutions) or  
call 563.557.8271 ext. 380  
Pre-registration is required.

Refund Policy: If a class is cancelled by NICC, a full refund will be issued. No refund will be given if the participant cancels five business days or less prior to class start date. Note that some fees are not refundable.

Incomplete or inaccurate reporting of work-related injuries and illnesses ranks as one of the most frequently-cited OSHA violations each year. Join this class, led by a state Division of Labor professional, to sharpen your knowledge regarding OSHA recordkeeping standard 29 CFR 1904. Participants will discuss how and when to record an injury or illness, criteria for treatment and first aid, application of the standard to multiple business establishments and workplace scenarios, and the requirements for record retention and updating.



Iowa Employers' Councils are groups of employers who work in partnership with Iowa Workforce Development to meet the needs of businesses and provide expert information on issues that effect the business community. If you would like to know more about what ECI has to offer, visit [www.iowaworkforce.org/eci](http://www.iowaworkforce.org/eci).

An Equal Opportunity Employer/Program

Iowa Workforce Development is recognized by SHRM to offer SHRM-CP or SHRM-SCP professional development credits (PDCs). This program is valid for 1.5 PDCs. For more information about certification or recertification, please visit [shrmcertification.org](http://shrmcertification.org).

Iowa Workforce Development is a recognized provider of recertification credits. HR Certification Institute® (HRCI®), pre-approved this program for X HR(General) credit hour towards a PHR™, PHR®, PHRca®, SPHR®, GPHR®, PHRi™, and SPHRi™ recertification.

