

Reporting Work-Related Incidents to HIOSH

[See Chapter 12-52.1-1(e), H.A.R.]

HIOSH Incident Hotline: (808) 586-9102

Work-Related Incidents To Be Reported

You must report work-related incidents resulting in:

1. Death
2. Inpatient hospitalization of one or more employees
3. Any amputation or loss of an eye
4. Any property damage in excess of \$25,000

Time Frame To Report The Incident

1. Deaths must be reported within eight (8) hours after the incident
2. All other reportable incidents listed above must be reported within twenty four (24) hours after the work-related incident

How To Report The Incident

Incidents must be reported by calling (808) 586-9102, or in person at the HIOSH Office in Honolulu

All of the following information must be provided:

1. The company name
2. The location of the work-related incident
3. The time of the work-related incident
4. The type of reportable event
5. The number of employees who suffered a fatality, inpatient hospitalization, amputation or loss of an eye
6. Estimate of property damage in excess of \$25,000
7. The company contact person and his/her phone number
8. A brief description of the work-related incident

Please speak slowly and clearly when leaving a message on the answering machine