DE-RISKATHON

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SESSION SUMMARY – OCTOBER 29, 2026

When OSHA Comes Knocking

PRESENTED BY



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WATCH THE SESSION REPLAY

SESSION AT A GLANCE

Occupational Safety and Health Administration (OSHA) inspections can happen with little or no notice — and companies may not always be prepared when a compliance officer arrives. This session walked through what can trigger an inspection, the reporting deadlines employers must meet, how to manage the inspection itself, what to do after a citation, and the documentation to have ready *before* OSHA walks in.

> This session summary is for general awareness only and reflects topics discussed during the session. It does not constitute legal advice. Consult qualified legal counsel regarding your specific OSHA compliance obligations before, during, and after any OSHA inspection. Deadlines and procedures described reflect federal OSHA; OSHA-approved state plans may have different timelines and rules.

WHAT CAN TRIGGER AN INSPECTION

Fatalities
OSHA inspects after nearly every workplace fatality

Serious injuries
Reported hospitalizations and amputations

Employee complaints
A frequent trigger — even a written response to an OSHA inquiry can lead to a visit

Referrals
From other agencies, companies, or OSHA offices

Emphasis programs
National, regional, and local focus areas such as falls and trenching

Your injury data
300A data and DART rates compared with industry peers

Follow-up inspections can also verify that corrective actions you agreed to were actually completed.

KEY TAKEAWAYS

1. **Know the reporting clocks.** Report a work-related fatality within 8 hours, and in-patient hospitalizations, amputations, and other serious incidents within 24 hours.
2. **Submit your injury data on time.** Electronic injury and illness data is due March 2 each year. Missing it can lead to a fine — and can draw OSHA's attention.
3. **During the inspection, observe — don't volunteer.** Verify credentials, stay with the inspector, take detailed notes and matching photos, and avoid pointing out or admitting violations.
4. **You have 15 working days to contest.** After a citation arrives, an informal conference or a petition to modify abatement dates may help reduce penalties or buy time.
5. **If it isn't documented, it didn't happen.** Current records of training, inspections, safety meetings, and corrective actions can help reduce citation risk.

KNOW YOUR DEADLINES

8 hours
WORK-RELATED FATALITY

Including deaths within 30 days of the incident. OSHA offers a hotline for reporting.

24 hours
SERIOUS INCIDENTS

In-patient hospitalizations, amputations, and other serious incidents

March 2
ANNUAL INJURY DATA

Electronic submission of injury and illness data, based on your size and industry

WHEN THE INSPECTOR ARRIVES

1 Opening conference

Verify the inspector's credentials and learn why they're there

2 Walkthrough

Stay with the inspector; in a controlled inspection, go straight to the area in question

3 Closing conference

Ask questions to understand the findings — without admitting fault

DURING THE INSPECTION

- **Keep a notebook:** who the inspector talks to and what they examine — down to the pages of an equipment manual
- **Match their photos** — stand where they stand and take the same shot
- **Expect document requests:** OSHA logs, Hazard Communication (HazCom), Personal Protective Equipment (PPE), and written safety programs
- **Employees may be interviewed privately.** You may ask what was discussed afterward, but employers must not harass or retaliate against employees for participating in an inspection.

AFTER A CITATION

- **Citations often arrive about a month later** — sometimes longer, depending on severity (per OSHA enforcement procedures)
- Under federal OSHA, you generally have **15 working days** from receipt of a citation to file a written notice of contest. Deadlines may differ under OSHA-approved state plans — consult legal counsel promptly.
- **Informal conference:** explain what you've corrected; citations may be reduced or dismissed
- **Petition for modification of abatement** if you need to extend the timeline for completing corrective actions

INSPECTION-READINESS CHECKLIST

- ☐ OSHA 300, 300A, and 301 records — current, not a year or two behind
- ☐ Written programs: HazCom, PPE, respiratory, lockout/tagout, confined space, fall protection, and an emergency action plan that covers job sites
- ☐ Training records for equipment operators (forklifts, scissor and boom lifts) — delivered in a language employees understand
- ☐ Train before exposure for fall protection, confined space, and excavation work
- ☐ A current, indexed Safety Data Sheet (SDS) library with proper Globally Harmonized System (GHS) labeling, including secondary containers
- ☐ PPE that fits, plus records of what was issued
- ☐ Permits and pre-task plans: Job Hazard Analyses (JHAs), hot work and fire watch, confined space, and excavation
- ☐ Daily equipment and ladder inspections, plus preventive maintenance records
- ☐ Incident investigations with root cause, prompt witness statements, photos, and follow-up
- ☐ Internal audits or mock inspections, and a designated response team

Want to be ready before OSHA arrives?

Contact us to learn how Acrisure's risk consultants may be able to help you review your programs and documentation and support your team.

ASK A RISK QUESTION

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