

SAFETY DIRECTIVE

State of Alaska

Department of Transportation & Public Facilities

Office of the Commissioner

TO: All DOT&PF Staff

DATE: July 17, 2025

FROM: Katherine Keith, PMP, PMI-ACP,
Deputy Commissioner *KK*

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SUBJECT: Safety Directive 2025-001: Immediate Reporting of Serious Injuries – AKOSH 8-Hour Rule Compliance

1 Purpose

This Safety Directive reminds all DOT&PF employees, supervisors, and project staff that Alaska Occupational Safety and Health (AKOSH) regulations require certain serious work-related injuries to be reported within eight (8) hours of first knowledge. Timely reporting ensures legal compliance, rapid response, and accurate internal record-keeping.

2 Required Action

- Notify a DOT&PF Safety Officer immediately upon learning of any injury that may be serious.
- Do not wait to “be sure” — call Safety first. They will determine whether an AKOSH report is required.
- Injuries listed under Key Clarification must be reported to AKOSH within eight hours of first awareness.
- These rules also apply to contractors and subcontractors on DOT&PF worksites.
- If you witness or become aware of a serious injury involving a non-DOT&PF worker, notify a DOT&PF Safety Officer at once.

3 Practical Compliance Tips

1. **Err on the side of calling.** If EMS or a coworker says a worker will be admitted, start the report rather than waiting for paperwork.
2. **Document the moment of notice.** Note who told you and when—that time stamp starts the eight-hour clock.
3. **Include temps and subcontractors.** Serious injuries to anyone under DOT&PF direction must be reported, even if they’re not on the payroll.
4. **Remember the look-back rules.**
 - Fatalities are reportable if they occur within 30 days of the incident.
 - Hospitalizations, amputations, or eye losses must occur within 24 hours of the incident

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to be AKOSH-reportable.

5. Know the numbers.

- AKOSH 24-hour line: 1-800-770-4940 (in-state)
- Federal OSHA hotline: 1-800-321-OSHA (6742)

Following these steps will keep DOT&PF compliant, limit penalties, and, most importantly, ensure that serious incidents receive prompt attention so that they are never repeated.

4 Key Clarification — What Counts as a “Serious” Injury?

Qualifying Outcome	AKOSH Definition	Notes
Fatality	Death of an employee within 30 days of the incident.	Must report even if death occurs days after the incident.
In-patient hospitalization	Formal admission to a hospital for treatment (not observation only).	Admission must occur within 24 hours of the incident.
Amputation	Traumatic loss of a limb or body part, including partial or fingertip amputations with or without bone loss.	Still applies even if the body part is reattached.
Loss of an eye	Physical removal or destruction of the eye.	Loss of sight is only reportable if it leads to hospitalization.

Compliance Monitoring

This Safety Directive is mandatory. Supervisors must ensure that all direct reports read, understand, and sign the attached Acknowledgment Form.

Point of Contact

Email questions to DOTsafe@alaska.gov or call your regional Safety Officer.