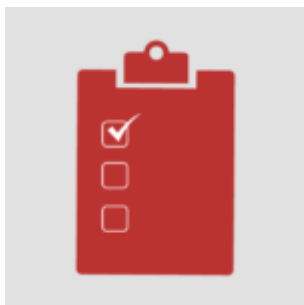


# Workplace Posting Requirements OHS and Workers Comp Checklist – Saskatchewan



The duty to post notices, information and other materials at your workplace for your employees comes from 4 different sets of laws, including OHS and workers' compensation.

Use this checklist to ensure your organization has the required postings.

OHS (+ WORKERS' COMP)			
	Yes	No	Comments
Names of JHSC members or safety rep			
Copy of JHSC meeting minutes			
Copy of compliance undertaking			
Copy of notice of contravention			
Written report of progress made towards correcting a contravention			
Injury + illness statistics for the place of employment			
Notices of OHS exemptions granted by director (at least 2 copies)			
Director decisions + reasons (at least 2 copies)			
Notice of decision by director or OHS tribunal to 'stay,' i.e., freeze, all or part of an OHS order being appealed (at least 2 copies)			

<u>Prime contractor, if any, must post:</u> <ul style="list-style-type: none"> <li>• How to contact prime contractor</li> <li>• Name + contact info of competent person designated to oversee health + safety at site on prime contractor's behalf</li> </ul>			
Copy of workplace harassment policy			
Copy of OHS Act			
Location of first aid station			
<u>Emergency info at first aid station:</u> <ul style="list-style-type: none"> <li>• Emergency phone number list or other instructions to contact nearest police, fire, ambulance, hospital, physician + other appropriate service</li> <li>• Written emergency first aid rescue procedure, if any</li> </ul>			
Copy of fire safety plan			