NEWFOUNDLAND AND LABRADOR POSTING REQUIREMENTS

Newfoundland and Labrador's employment laws require employers to post essential information related to workers' rights, employment standards, health and safety. By having these postings and information readily available, employers fulfil their responsibility to ensure that workers are aware of their rights.

[OCCUPATIONAL HEALTH AND SAFETY ACT](https://www.canlii.org/en/nl/laws/stat/rsnl-1990-c-o-3/latest/rsnl-1990-c-o-3.html)

All workplaces covered by the Newfoundland and Labrador *Occupational Health and Safety Act* (the “OHS Act”)must post the following in a prominent place at the workplace:

* A Health and Safety Policy
  + The health and safety policy must be established in consultation with the worker health and safety representative (organizations with 10 or less employees) or the Occupational Health and Safety Committee (OHSC) for organizations with 10 or more employees
* Workplace Violence Prevention Plan
  + The plan must be made available to all workers as a **paper and/or electronic copy**. OHS regulations Sec.22-24
* Names of the Occupational Health and Safety Committee (OHSC) members, if applicable, OR

the name of the worker health and safety representative or workplace health and safety designate, if applicable.

* The minutes of all regular and special OHSC meetings, if applicable
* Any code of practice established by the Minister (the minister appointed under the *Executive Council Act* to administer the OHS Act).
* All stop work orders.

[OCCUPATIONAL HEALTH AND SAFETY FIRST AID REGULATIONS](https://www.canlii.org/en/nl/laws/regu/cnlr-1148-96/latest/cnlr-1148-96.html)

All workplaces covered by the Occupational Health and Safety First Aid Regulations must post the following in a prominent place at the workplace:

* A written notice outlining the policy and procedure for reporting injuries in the workplace.
* A notice containing the name and information of the individual in charge of the first aid kit or first aid room.
* Name and qualifications of each person trained to administer first aid in the workplace.
* An emergency procedure and telephone list or other instructions for reaching the nearest police, ambulance, fire station, hospital, or physician.
* Signs showing the location of the first aid supplies and services.

ADDITIONAL OCCUPATIONAL HEALTH AND SAFETY REGULATIONS

All workplaces covered by the Occupational Health and Safety Regulations must post the following applicable items in a prominent place at the workplace:

* Information about escape routes. The employer must also conduct emergency drills the employer considers appropriate.
* Signs at entrances to areas where people are exposed to high noise levels in excess of the threshold limit.
* Where an employer is required to have group lock out procedures, the written group lockout procedure shall be conspicuously posted at the place where the system is in use.
* Signs around the outermost entrances to the work area to warn of the asbestos hazard within, and to indicate that only authorized personnel may enter
* The rated capacity of a crane/hoist must be permanently posted on the equipment
* Where required, conspicuous signs shall be posted near a chute outlet to warn of danger
* Where a worker may have to work in a confined space, the employer must inform them of hazards by posting signs or other equally effective means of advising of the existence of and dangers posed by confined spaces
* A completed confined space entry permit must be posted at the point of entry of the confined space
* An employer shall post warning signs at each access point of a conveyor that starts automatically, indicating that the conveyor is subject to an automatic start
* A work area or enclosure where hazardous materials are handled or used shall be posted with suitable signs or placards warning workers of the hazards within the identified restricted access area and stating the precautions for entry into the area