POSTING REQUIREMENTS CHECKLIST

**The following checklist outlines the items that must be posted in an accessible/conspicuous place within your workplace if you are located in Ontario:**

* **Poster: Employment Standards Poster** (Rights and Requirements)

NOTE: This poster can be distributed to each employee rather than posted

* **A copy of *The Occupational Health and Safety Act* and Regulations**
* **Health & Safety at Work: Prevention Starts Here Poster**
* **Post the following H&S policies (if you have 5 or more employees)**:
  + Occupational Health & Safety Statement (Signed and dated each year)
  + Violence and Harassment Prevention Policy (Signed and dated each year)
* **WSIB In Case of Injury Poster** (for organizations covered by WSIB)
* **If you have a Joint Health & Safety Committee** (required if 20+ employees in a single location):
  + Name and location of Health and Safety Reps
  + Monthly inspection report by Joint Health & Safety Committee
* **Any Ministry of Labour (MOL) field visit reports, orders or notices**