

Workplace Posting Requirements Checklist – Yukon



The duty to post notices, information and other materials at your workplace for your employees comes from 3 different sets of laws.

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

EMPLOYMENT STANDARDS

| | Yes | No | Comments |
|---------------------------------------------------------------------------------------|-----|----|----------|
| Copy of Director order requiring employer to limit hours of work | | | |
| Any notice about ESA that Director orders employer to post | | | |
| Copy of Fair Wage Schedule (if employer contracts to perform a public work for Yukon) | | | |

OHS (+ WORKERS' COMP)

| | Yes | No | Comments |
|--------------------------------------------------------------------------------------------------------|-----|-------------------------------------|----------|
| Any notice about OHS that Director orders employer to post | | | |
| Copy of govt. safety officer order or inspection report | | <input checked="" type="checkbox"/> | |
| Copy of order regarding hazardous substances | | | |
| Confined space entry permit | | | |
| Confined space atmospheric test results | | | |
| Written group lockout procedure | | | |
| Notice stating necessity of promptly reporting all injuries + getting first aid treatment | | | |
| Location of first aid supplies, equipment + services | | | |
| Name of person in charge of first aid kit or room | | | |
| Name + qualifications of each person trained to provide first aid at workplace | | | |
| Emergency communication procedure | | | |
| Emergency phone list or instructions for contacting nearest police, fire, ambulance + medical facility | | | |
| Any notice the Yukon WCHSB requires employer to post | | | |