

# 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			