

Health and Safety Legislation in Canada

Health and Safety Legislation in Canada - Posting Requirements

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Employers of each jurisdiction are required, by law, to post certain documentation and signage to protect the health and safety of workers. The law requires employers to post this information in conspicuous areas where workers have easy access to it, and where it is likely to come to the attention of workers.

The table summarizes general posting requirements by each jurisdiction. Specific requirements in all situations (e.g., posting warnings about high noise areas, or warning of a temporary opening, high voltage areas, hazardous products, asbestos-related signs, annual reports, etc.) are not included.

While we try to keep this table current and since legislation is amended from time to time, the [jurisdictions](#) should be contacted for the most current information.

Consult the legislation in your jurisdiction if the item must be posted (in print) or if it can be available electronically (as long as workers are able to access it readily).

Table 1: General Health and Safety Posting Requirements in Canadian Jurisdictions

Jurisdiction	Posting Requirement	Legislation
Federal	A copy of Part II of the Canada Labour Code and a copy of the regulations made under Part II that apply to the work place	Canada Labour Code (CLC), Part II, Sec. 125(1)(d)(i)
	A statement of the employer's general health and safety policy	CLC, Part II, Sec. 125(1)(d)(ii)
	Any other information related to health and safety that may be specified or that is prescribed	CLC, Part II, Sec. 125(1)(d)(iii)
	Names, workplace phone numbers and work locations of all of the members of the workplace committee or of the health and safety representative	CLC, Part II, Sec. 125(1)(z.17)
	A request for an exemption	CLC, Part II, Sec. 135(6.1)
	Notice of danger affixed to or near the place, machine, thing, or area that has been deemed dangerous by the Head of Compliance and Enforcement	CLC, Part II, Sec. 145(3)
	A copy of a direction or report from a health and safety officer	CLC, Part II, Sec. 145(5)(a)
	The telephone number of a contact person to whom health or safety concerns regarding the indoor air quality in the workplace can be directed	Canada Occupational Health and Safety (OHS) Regulations, Sec. 2.26
	Information regarding first aid to be rendered for any injury, occupational disease, or illness	Canada OHS Regulations, Sec. 16.6(1)(a)
	The location of first aid stations and first aid rooms	Canada OHS Regulations, Sec. 16.6(1)(b)
	A list of first aid attendants and information on how they may be located	Canada OHS Regulations, Sec. 16.6(1)(c)
	A list of telephone numbers kept up-to-date for use in emergencies	Canada OHS Regulations, Sec. 16.6(1)(d)

	Information regarding transport procedures for injured employees	Canada OHS Regulations, Sec. 16.6(1)(e)
	The details of its evacuation plans and procedures	Canada OHS Regulations, Sec. 17.6(2)
Alberta	The name of the prime contractor at the work site	OHS Act, Sec. 10(6)
	Any order made under the Act to the employer, self-employed person, owner, or prime contractor that is relevant to the work site	OHS Act, Sec. 55(1)
	Signs indicating the location of first aid services, equipment, and supplies	OHS Code, Sec. 179(c)
	Names and contact information of the joint work site health and safety committee members or health and safety representative at every work site or by another means as agreed to by the joint committee or representative	OHS Code, Sec. 199.1
	Any notices the Board requires to be posted, which may include posters such as "When an Injury Happens" Poster	Workers' Compensation Act, Sec. 145
British Columbia	A notice telling workers where a copy of the Act and the regulations are available for review	Worker's Compensation Act, Division 4, Sec. 21(2)(f)
	Names and work locations of the joint committee members, the reports of the three most recent committee meetings and copies of any applicable orders for the preceding 12 months	Worker's Compensation Act, Part 2 Division 5, Sec. 44
	Any information the OHS provisions, the regulations, or orders requires to be posted	Worker's Compensation Act, Part 2, Division 7, Sec. 51
	An occupational health and safety information summary from the Workers' Compensation Board (WCB)	Worker's Compensation Act, Part 2 Division 7, Sec. 52(4)(a)

	An application for a variance under the Act	Worker's Compensation Act, Part 2 Division 9, Sec. 63(1)(a)
	The Workers' Compensation Board's decision on the variance	Worker's Compensation Act, Part 2 Division 9, Sec. 65(3)
	A preliminary investigation and corrective action report following an incident investigation if there is no joint committee or worker health and safety representative	Worker's Compensation Act, Part 2 Division 10, Sec. 71(2)(d)(ii) and 71(4)(b)(ii)
	A full investigation report and the corrective actions taken if there is no joint committee or worker health and safety representative	Worker's Compensation Act, Part 2 Division 10, Sec. 72(2)(c)(ii) and 72(5)(b)(ii)
	Written inspection reports provided by an officer, whether or not the report includes an order	Worker's Compensation Act, Part 2 Division 11, Sec. 82(a)
	A copy of the order, or other information, as directed by the order or by an officer	Worker's Compensation Act, Part 2 Division 12, Sec. 84(2)(f)
	Notice of a variation or cancellation of an order	Worker's Compensation Act, Part 2 Division 12, Sec. 87(2)
	A compliance report and any follow-up reports	Worker's Compensation Act, Part 2 Division 12, Sec. 88(4)(a)
	A request for review of an administrative penalty	Worker's Compensation Act, Part 2 Division 12, Sec. 94(3)(a)

	An inspection report	Occupational Health and Safety (OHS) Regulation, Sec. 2.5(1)
	Notification of compliance	OHS Regulation, Sec. 2.6(a)
	Any placard issued by the WCB entitled "Notice to Workers"	OHS Regulation, Sec. 2.7
	Written first aid procedures	OHS Regulation, Sec. 3.17(2)
	Copy of the Act and regulations	OHS Regulations, Sec. 21(2)(f)
	Names and work locations of joint committee members, reports of the three most recent joint committee meetings, and copies of any applicable orders for the last 12 months	OHS Regulations, Sec. 44
	(Instructions on where and how to post information)	OHS Regulations, Sec. 51
	Occupational health and safety information summary	OHS Regulations, Sec. 52(4)(a)
	Copy of application for variance	OHS Regulations, Sec. 63(1)(a)
	Copy of decision of variance	OHS Regulations, Sec. 65(3)
	Report of the preliminary investigation and a report of any action taken (post is required if there is no joint committee or worker health and safety representative)	OHS Regulations, Sec. 71(2)(d)(ii) and Sec. 72(5)(b)(ii)
	Written reports from officers	OHS Regulations, Sec. 82(a)
Manitoba	Compliance reports with improvement orders, if there is no workplace safety and health committee (WSHC) or a worker safety and health representative for the workplace	Workplace Health and Safety Act, Sec. 35(1)(d)
	Improvement orders from an officer (including when there is no workplace safety and health committee or worker safety and health representative)	Workplace Health and Safety Act, Sec. 36

	Names of the WSHC members	Workplace Health and Safety Act, Sec. 40(9)
	Name of the health and safety representative	Workplace Health and Safety Act, Sec. 41(3)
	Names of each WSHC member and date each member's term of office expires	Workplace Safety and Health Regulation, Sec. 3.11(2)
	Scheduled dates of WSHC meetings, agenda for each meeting and copies of the meeting minutes	Workplace Safety and Health Regulation, Sec. 3.11(2)(a)(ii-iv)
	If a representative has been designated, the representative's name, scheduled dates of meetings and the agenda for each meeting	Workplace Safety and Health Regulation, Sec. 3.11(2)(b)
	Any improvement order, report, or other documentation applicable to the workplace, issued by or recommended to be posted by a safety and health officer	Workplace Safety and Health Regulation, Sec. 3.11(2)(c)
	Any order made by the director under Sec. 21 or 40 of the Act	Workplace Safety and Health Regulation, Sec. 3.11(2)(d)
	A list of the names and work locations of each first aider	Workplace Safety and Health Regulation, Sec. 5.5(4)(b)(ii)
	Harassment prevention policy	Workplace Safety and Health Regulation, Sec. 10.3
	Violence prevention policy	Workplace Safety and Health Regulation, Sec. 11.5(1)(a)
New Brunswick	Names of the Joint Health and Safety Committee (JHSC) members and minutes of the most recent committee meeting	Occupational Health and Safety (OHS) Act, Sec. 14(9) and 14.2(8)
	Name of the elected health and safety representative	OHS Act, Sec. 17(4) and 17.1(11)
	An order from an officer or a copy of an order that is confirmed, varies, revoked or suspended	OHS Act, Sec. 35 and Sec. 37(3)

	A copy of the Act, the regulations and any notice which an officer considers advisable to enable employees to become acquainted with their rights, liabilities and duties under the Act and regulations	OHS Act, Sec. 44(1)
	The emergency communication procedure employees are to use to summon assistance in the event of an illness or accident	First Aid Regulation, Sec. 5(2)(d)
	Names of the first aid providers	First Aid Regulation, Sec. 7(2)
	The location of first aid kits	First Aid Regulation, Sec. 13(2)
Newfoundland and Labrador	A code of practice	Occupational Health and Safety (OHS) Act, Sec. 36(3)
	A health and safety policy if the workplace has fewer than 10 workers	OHS Act, Sec. 36.2(2)
	Names of the Occupational Health and Safety Committee (OHSC) members	OHS Act, Sec. 38(7)
	The name of the worker health and safety representative or workplace health and safety designate	OHS Act, Sec. 43
	A written notice outlining the policy and procedure for reporting injuries	Occupational Health and Safety (OHS) First Aid Regulations, Sec. 4(2)
	A notice containing the name of the person in charge of the first aid kit or room	OHS First Aid Regulations, Sec. 7(a)
	Name and qualifications of each person trained to administer first aid	OHS First Aid Regulations, Sec. 7(b)
	An emergency procedure and telephone list or other instructions for reaching the nearest police, ambulance, fire station, hospital, or physician	OHS First Aid Regulations, Sec. 7(c)
	Signs showing the location of the first aid supplies and services	OHS First Aid Regulations, Sec.

		11(2)
	Stop work orders	Occupational Health and Safety (OHS) Regulation, Sec. 6(1)(a)
	The minutes of all regular and special OHSC meetings	OHS Regulation, Sec. 25(2)
	Information about escape routes	OHS Regulation, Sec. 38(4)
Northwest Territories	A copy of the Committee meeting minutes	Occupational Health and Safety Regulations, Sec. 43(c)
	Smoking signs at the entrance to each designated smoking area	Occupational Health and Safety Regulations, Sec. 81(5)(e)
	Fire safety plan	Occupational Health and Safety Regulations, Sec. 394(3)(b)
Nova Scotia	Current names and means of contacting committee members or the health and safety representative	Occupational Health and Safety (OHS) Act, Sec. 37(a)
	The minutes of the most recent committee meeting until they are replaced by the minutes of the next committee meeting	OHS Act, Sec. 37(b)
	A current copy of the Act	OHS Act, Sec. 38(b)(i)
	A code of practice required by the Act or regulations	OHS Act, Sec. 38(b)(ii)
	A current phone number for reporting occupational health and safety concerns to the Division	OHS Act, Sec. 38(b)(iii)
	Where one is required, an occupational health and safety policy	OHS Act, Sec. 38(b)(iv)
	An order, compliance notice, notice of appeal or decision and an edited order	OHS Act, Sec. 39(1)(d) and Sec. 39(3)

	An application for an appeal and notice of appeal	OHS Act, Sec. 69(4)
	An application for a deviation from the regulations	OHS Act, Sec. 83(4) (b)
	A copy of the decision on such application	OHS Act, Sec. 83(11) (a)(i) and Sec. 83(11) (b)
	The location of the first aid supplies and the name and location or phone number of the first aid attendant	Workplace Health and Safety Regulations, S. 4.10(3)
	Emergency telephone numbers (in the first aid room)	Workplace Health and Safety Regulations, S. 4.13(f)
Nunavut	A copy of the Joint Occupational Health and Safety Committee meeting minutes	Occupational Health and Safety Regulations 43(c)
	Smoking signs at the entrance to each designated smoking area	Occupational Health and Safety Regulations, Sec. 81(5)(e)
	Fire safety plan	Occupational Health and Safety Regulations, Sec. 394(3)(b)
Ontario	The "In Case of Injury" Poster (Form 82) at a first aid station and in other conspicuous places	First Aid Requirements Regulations, Sec. 1(b)(i) and Sec. 3
	A copy of the Occupational Health and Safety Act and any explanatory material prepared by the Ministry, such as: "Health & Safety at Work: Prevention Starts Here" Poster	OHS Act, Sec. 25(2) (i)
	The occupational health and safety policy	OHS Act, Sec. 25(2) (k)
	Accurate records of the levels of biological, chemical or physical agents in the workplace	OHS Act, Sec. 26(1) (f)
	Names and work locations of the joint health and safety committee (JHSC) members	OHS Act, Sec. 9(32)

	Annual Workplace Safety and Insurance Board (WSIB) summary, if requested from WSIB	OHS Act, Sec. 12(2)
	Workplace violence and workplace harassment policies (not required for 5 or fewer employees)	OHS Act, Sec. 32.0.1 (2)
	An order regarding the use of biological, chemical or physical agents in the workplace	OHS Act, Sec. 33(3) and 41(3)
	An order by an inspector to post a policy with respect to workplace violence and workplace harassment when there are five or fewer workers regularly employed	OHS Act, Sec. 55.1
	Any order	OHS Act, Sec. 57(10) (a)
	A notice of compliance with an order	OHS Act, Sec. 59(3)
	Results of monitoring of airborne concentrations of a designated substance and worker exposure to airborne concentrations of a designated substance	Designated Substances Regulation, Sec. 25(a)
	Every Schedule 1 and Schedule 2 employer must post and keep posted information concerning the Act or this Regulation (as is supplied to the employer by the Board) in conspicuous places within easy access of the workers such a card, pamphlet, or other.	General O. Reg. 175/98, Sec. 19 (under the Workplace Safety and Insurance Act)
Prince Edward Island	Compliance orders by an Officer	Occupational Health and Safety (OHS) Act, Sec. 8(7)(a)
	Names of the current committee members or the health and safety representative and the means of contacting them	OHS Act, Sec. 27(7) (a)
	The minutes of the most recent committee meeting until they are replaced with the next committee meeting	OHS Act, Sec. 27(7) (b)
	A code of practice required by the Act or regulations	OHS Act, Sec. 27(8) (b)(i)
	A current phone number for reporting occupational health or safety concerns	OHS Act, Sec. 27(8) (b)(ii)
	Where required, an occupational health and safety policy (5 or more workers)	OHS Act, Sec. 27(8) (b)(iii)

	A copy of the Occupational Health and Safety Act and regulations and any other notices and reports required	OHS Act, Sec. 45
	Names and phone numbers of first aid providers	OHS General Regulations, Sec. 9.5(2)
	Signs indicating where first aid kits are located	OHS General Regulations, Sec. 9.13(1)
	Emergency telephone numbers in a first aid room	OHS General Regulations, Sec. 9.14(2)(d)
Quebec	Names of the members of the employer's personnel to be responsible for health and safety matters	Act respecting occupational health and safety, Sec. 51(2)
	All information transmitted by the Commission, the agency and the physician in charge	Act respecting occupational health and safety, Sec. 51(10)
	Names of the members of the health and safety committee (HSC)	Act respecting occupational health and safety, Sec. 80
	Any remedial orders issued to the company	Act respecting occupational health and safety, Sec. 183
	Posters requiring vehicle motors are turned off and prohibiting smoking during fueling	Regulations respecting occupational health and safety, Sec. 336
	Adequate signs must indicate how to easily and rapidly find the first-aid kits, communication systems, and other first aid equipment	First-aid Minimum Standards Regulation, Sec. 13
	The work location, the job, name of the first-aiders or first-aiders working in the establishment must also be printed on a sign placed in a conspicuous place accessible to all workers	First-aid Minimum Standards Regulation, Sec. 14
Saskatchewan	Notice of the change to work schedule	The Saskatchewan Employment Act, Sec.

		2-11(4)(d)
	Notice of the written authorization regarding overtime	The Saskatchewan Employment Act, Sec. 2-20(5)(b) and (c)
	Notice of the cancellation of the authorization regarding overtime	The Saskatchewan Employment Act, Sec. 2-20(12)(b) and (c)
	All or portion of the Act, regulations made under the Act, or other documentation considered appropriate	The Saskatchewan Employment Act, Sec. 2-91(1)
	Any prescribed notice	The Saskatchewan Employment Act, Sec. 3-12(b)
	Names of the Occupational Health Committee (OHC) members or the health and safety representative	The Saskatchewan Employment Act, Sec. 3-25(1) and (2)
	Compliance undertaking or notice of contravention	The Saskatchewan Employment Act, Sec. 3-42(b)
	A written report on the progress made towards remedying a contravention of the Act or regulations	The Saskatchewan Employment Act, Sec. 3-43(a)(ii)
	Occupationally related injury and illness statistics for the place of employment	The Saskatchewan Employment Act, Sec. 3-64(5)
	Notices of exemptions granted by the director	The Saskatchewan Employment Act, Sec. 3-76(1)(a)
	Decision by the director and written reasons for it	The Saskatchewan Employment Act, Sec. 3-76(1)(b)
	Notice of any stay by the director or an adjudicator of all or any portion of a decision pursuant to Sec. 3-57	The Saskatchewan Employment Act, Sec. 3-76(1)(c)
	A copy of the Act, any regulations that apply to the workplace, and any standards adopted in the regulations that address work practices	Occupational Health and Safety Regulations, 2020, Sec. 3-4

	A copy of the harassment policy	Occupational Health and Safety Regulations, 2020, Sec. 3-25(2)(b)
	A copy of the committee meeting minutes until all concerns recorded in the minutes are resolved	Occupational Health and Safety Regulations, 2020, Sec. 4-5
	Signs indicating smoking is prohibited in every enclosed place of employment	Occupational Health and Safety Regulations, 2020, Sec. 6-14(8)(a)
	The fire safety plan	Occupational Health and Safety Regulations, 2020, Sec. 25-2
Yukon	The names of committee members or the name of the worker health and safety representative	Workers' Safety and Compensation Act, Sec. 43
	An order or inspection form from a safety officer	Workers' Safety and Compensation Act, Sec. 69
	Any variance from the regulations that has been granted	Workers' Safety and Compensation Act, Sec. 71
	Any notice relating to the administration or enforcement of this Act or the regulations that the director requires to be posted.	Workers' Safety and Compensation Act, Sec. 198

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