

WHAT	OK	Comments
Bulletin board located in an area accessible to all employees?		
Bulletin board for safety and health related items only?		
Post to Safety Bulletin Board		
Prime Contractor name and contact (as required)		
Emergency response plans		
Emergency contact numbers		
Names of qualified first aiders		
Location of first aid		
Company safety policy		
Company safety rules		
Disciplinary action procedures		
WSH committee representative name/s and date each members term expires		
Scheduled dates of safety/committee meetings		
Agendas for safety/committee meetings		
Minutes of safety/ committee meeting minutes		
Violence and Harassment Policies		
Working Alone Plan		
Records of Safety Talks		
Inspection and hazard reports		
Relevant Safe work practices / Job procedures		
Relevant Workplace Safety & Health Information (i.e. news articles, hazard alerts, bulletins etc.)		
<i>other</i>		
<i>other</i>		
<i>other</i>		

Print Name

Signature

Date