

Appendix – 3 Project Postings Checklist

PROJECT :	DATE :
COMPLETED BY:	TITLE:

Note: The following Posting Checklist is to be completed in conjunction with the procedures set out in the Pre-Project Checklist (Appendices 4A & 4B)

POSTINGS	YES/NO	COMMENTS
• Health and Safety Policy Statement		
• Notice of Project		
• Hours of work on site		
• OHSA and Regulations For Construction Projects		
• Trade Contractor Guidelines & Site Requirements		
• WSIB Form 82 (black/yellow)		
• Traffic Plan		
• Health and Safety Committee members names		
• Certificates of First Aid Trained persons		
• Material Safety Data Sheet Binder		
• Registration of Constructors and Employers Engaged in Construction forms binder		
• Emergency Plan, Phone Numbers & Directions to the nearest hospital		
• Ministry of Labour Phone Number		
• Safety Signage as required		
• Harassment Policy Statement		
• Visitors Policy Statement		
• Progressive Discipline Policy		
COMMENTS		

Distribution: Site File Site Superintendent Project Manager