

SCHOOL DIVISION ORGANIZATION, PHILOSOPHY, AND GOALS
Local School Organization and Administration
Required Notices to be Displayed in Work Locations

This regulation supersedes Regulation 1355.

I. PURPOSE

To list federal, state, and local requirements for the display of the following notices in each work location.

II. FEDERAL, STATE, AND LOCAL LAWS--POSTING REQUIREMENTS

| <u>Notice or Poster</u> | <u>Available From:</u> |
|---|--|
| A. Job Safety and Health Protection for Public Employees | Safety Section General Services |
| B. Log and Summary of Occupational Injuries and Illnesses | Safety Section General Services (sent to each work location in January) |
| C. Unemployment Insurance-- Notice to Workers | Employee Relations Personnel Services |
| D. Attention Employees (Minimum Wage Law) | Salary Services Personnel Services |
| E. Equal Employment Opportunity Is the Law | Human Relations Personnel Services |
| F. Worker's Compensation and Instructions to Employers and Employees | Benefit Services Personnel Services |
| G. Inspection certificates: heating boilers hot water tanks air compressors elevators fire extinguishers pressure vessels | Facilities Services |
| H. Water works operating permits (where applicable) | Facilities Services |

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| I. Warning notices for hazardous material stored or in use | Facilities Services |
| J. Fire and evacuation routes | Developed at each work location |
| K. Hazardous Chemical Poster (Hazard Communication Standard VOSH 1910.1200) | Environmental Health Section General Services |

III. LOCAL POSTING REQUIREMENTS

The following regulations should also be posted.

| <u>Regulation</u> | <u>Office of Primary Responsibility</u> |
|--|---|
| School Calendar | Human Relations Personnel Services |
| Rules and Regulations Applying Virginia Occupational Safety and Health (OSHA) Law and Standards | Safety Section General Services |
| Worker's Compensation Benefits | Benefit Services Personnel Services |
| List of Authorized Physicians for Worker's Compensation Claims | Benefit Services Personnel Services |
| Custodial Procedures During Snowfall | Facilities Services |