**Section 350.30 Posting of Notice; Availability of the Act, Regulations and Applicable Standards**

a) Job Safety and Health Poster. Each employer shall post and keep posted a notice or notices, to be furnished by Illinois OSHA, informing employees of the protections and obligations provided for in the Act, and that, for assistance and information, including copies of the Act and of specific safety and health standards, employees should contact the employer or Illinois OSHA. The notice or notices shall be posted by the employer in each establishment (see subsection (b)) in a conspicuous place or places where notices to employees are customarily posted. Each employer shall take steps to ensure that the notices are not altered, defaced or covered by other material.

b) Establishment means a single physical location where business is conducted or where services or operations are performed. (For example: An office, warehouse or central administrative office.) When distinctly separate activities are performed at a single physical location, each activity shall be treated as a separate physical establishment, and a separate notice or notices shall be posted in each establishment, to the extent that the notices have been made available by the Illinois OSHA. When employers are engaged in activities that are physically dispersed, such as construction, transportation, and electric, gas and sanitary services, the notice or notices required by this Section shall be posted at the location to which employees report each day. When employees do not usually work at, or report to, a single establishment (such as technicians, engineers, etc.), the notice or notices shall be posted at the location from which the employees operate to carry out their activities. In all cases, the notice or notices shall be posted in accordance with the requirements of subsection (a).

c) Copies of the Act, all regulations published in this Chapter, and all applicable standards will be available at all Illinois OSHA offices and on the Division's website at OSHA.illinois.gov. If an employer has obtained copies of these materials, the employer shall make them available upon request to any employee or the employee's authorized representative for review in the establishment where the employee is employed on the same day the request is made, or at the earliest time mutually convenient to the employee or their authorized representative and the employer.

d) Any employer failing to comply with the provisions of this Section shall be subject to citation and penalty in accordance with the provisions of Sections 80 and 85 of the Act.

(Source: Amended at 46 Ill. Reg. 3518, effective February 15, 2022)