

Clearance numbers

A WSIB clearance number is mandatory.*

A clearance number proves that a business/contractor is registered with the WSIB and that their account is in good standing. Failure to have a valid clearance number before construction work begins means both the principal and the contractor will face penalties and significant fines, starting in 2014.

- Principals/individuals who hire contractors, must get a clearance number before the contractors/ subcontractors can begin any construction work.
- Contractors must have WSIB coverage, report their earnings and pay their premiums on time so they are eligible for a clearance number.

You can request a clearance number online or with your mobile device using our eClearance service 24/7, at www.wsib.on.ca.

Need a clearance number, but you're not registered?

1. Gather your business information so you have it ready.
2. Call us to register, or go to our website: www.wsib.on.ca
3. Click register. It takes about 15 minutes to enter the required information.

Once we have processed your information, you will receive an account number. Once your account is registered, you can also use our convenient online services to report your earnings/payroll and pay your premiums. Your account must be in good standing to be eligible for a clearance number, which includes reporting all earnings/payroll and paying all premiums on time.

Questions? We're here to help.

Call the WSIB

Monday to Friday, 7:30 a.m. to 5:00 p.m.
416-344-1000 or Toll Free: 1-800-387-0750.

Select option "3" to connect with the Employer Service Centre.

Email us at:
needWSIBcoverage@wsib.on.ca



"Before the work starts, get the clearance number."



The law has changed.

Having a WSIB clearance number is now mandatory for construction contractors to work. Failing to register by January 2014 and working without a clearance number means both the contractor and the purchaser of construction services will face penalties and significant fines.

We're here to help.



Before the work starts, get the clearance number

WSIB coverage is mandatory for those working in construction

Since January 1, 2013 everyone* working in the Ontario construction industry **MUST** have workplace safety and insurance coverage from the Workplace Safety and Insurance Board (WSIB).

We recognize this is a big change for construction business owners, contractors and subcontractors, and we're here to help.

Who needs coverage?

- Employers in construction with workers
- Independent operators
- Sole proprietors
- Partners in partnerships
- Executive officers in corporations

For more information please visit www.wsib.on.ca

* Please note that mandatory coverage rules do not apply to home renovation work when that is the only type of work the contractor does and they are hired and paid by the **OCCUPANT** of the home.

Contractor (party being hired)

Are you registered?	Is a valid clearance number in place?	Has construction work begun?	What are the consequences to you?	How do you comply?
No	No	Yes	You must register now, and you will have to pay back premiums before you will be eligible for a clearance number. The company that hired you could refuse you access to the job site or withhold payment until you register and provide a clearance number. If you don't register, you could be charged by the WSIB for failing to register and for working without a clearance number. The maximum fine upon conviction is \$100,000 for each offence.	Register with the WSIB now. Have a valid clearance number for the full length of each construction job.
Yes	No	Yes	You could be charged with an offence for working without a clearance number. The maximum fine upon conviction is \$100,000.	Have a valid clearance number for the full length of each construction job.
Yes	No	No	None, since construction work hasn't started.	Have a valid clearance number for the full length of each construction job.
Yes	Yes	Yes	None - you are in compliance.	Ensure that you have a valid clearance number for the full duration of each construction job.
No	No	No	None, since construction work hasn't started.	You need to register with the WSIB before you start your first construction job. Have a valid clearance number in place for the full length of each construction job.

Purchasers of construction services

Is your contractor registered?	Is a valid clearance number in place?	Has construction work begun?	What are the consequences to you?	How do you comply?
No	No	Yes	Your contractor must register now, and provide a valid clearance number before construction work continues. You may be required to pay for unpaid premiums your contractor should have paid on the work they did for you. You and your contractor could be charged by the WSIB with an offence for working without a clearance number. The maximum fine upon conviction is \$100,000.	Ensure your contractor registers right away. Have a valid clearance number for the full length of each construction job.
Yes	No	Yes	Your contractor must provide a valid clearance number before construction work continues. You may be required to pay for unpaid premiums your contractor should have paid on the work they did for you. You and your contractor could be charged by the WSIB with an offence for working without a clearance number. The maximum fine upon conviction is \$100,000.	Ensure you have a valid clearance number for the full length of each construction job.
Yes	No	No	None, since construction work hasn't started.	Ensure your contractor registers right away. Have a valid clearance number for the full length of each construction job.
Yes	Yes	Yes	None - you are in compliance.	Ensure you have a valid clearance number for the full length of each construction job.
No	No	No	None, since construction work hasn't started.	Let your contractor know that you need them to be registered with the WSIB, and that you need a valid clearance number before construction work begins.

If you know of any contractor working in construction who is required to register but chooses not to register, please call our confidential action line at 1-888-SI-LEADS (1-888-745-3237)