

REGISTERED AUDITOR

Introductory:

In accordance with CSAM Audit Protocol, each company self audit required to maintain COR must be submitted by a CSAM Registered Auditor. This requirement became effective in 2007.

The CSAM Principles of Safety Management training enables each company to tailor their safety program to suit their operations. The intent of the new requirement for CSAM Registered Auditor status is to assist in ensuring all audits received by the CSAM are accompanied by the required supporting documentation and information.

Prerequisite: Individuals who apply for Registered Auditor status must complete the CSAM Principles of Safety Management and Auditor Training Courses. (Equivalent training through other Provincial jurisdictions may be given consideration for credit.)

Items Required for Submission:

- Completion of the Application for Registered Auditor
- Verification of attendance in Principles of Safety Management & Auditor Training
- Completion of a safety program registered company's (self) audit
- Submission of a completed audit instrument and required supporting documentation
- Submission of a written audit report outlining the company's plan for corrective action

A CSAM Registered Auditor Certificate with a 3-year expiry date will be issued upon successful evaluation and approval.

Registered Auditors must submit a self audit on an annual basis in order to maintain their status. Failure to maintain Registered Auditor status will require reapplication to the CSAM and submission of required documentation.

Note: Supporting documentation submitted to the CSAM will be retained on file and will not be returned to the company.

Printed June 2008



Application for Registered Auditor

Please print clearly

Date of Application:	_____
Name:	_____
Company:	_____
Job Title:	_____

Company Address:	_____		
City / Town:	_____	Postal Code:	_____
Phone:	_____	Fax:	_____
E-Mail:	_____		

This information is required to process your application

Please complete all sections before submitting:

I have completed Principles of Safety Management _____ *Date completed:* _____

I have completed Safety Auditor Training _____ *Date completed:* _____

I have completed and attached a self-audit _____

I have completed and attached a written report based on my audit results _____

I have attached all supporting documentation required to complete my self-audit _____

*****Audit Executive Summary Sheets must be signed by senior management*****

Please submit your completed application and documentation requirements to:

Head Office:
290 Burnell Street
Winnipeg, MB
R3G 2A7
775-3171

Westman Office:
950 10th Street, Unit B
Brandon, MB
R7A 6B5
728-3456