

Who's Doing Your Audit? Registered Auditor Required!

Your company is interested in becoming COR™ or SECOR™ certified. You completed the training courses and received a company registration certificate. You've implemented your safety program – great job! You've been collecting documentation for several months, and you're ready to begin the audit process to become COR™ or SECOR™ Certified – so where do you begin?

The first step is a self-audit. Your company self-audit must be completed according to the COR™ Program guidelines and National Audit Standard. Every section must be filled out and have supporting documentation that is correctly labeled. Once every section has been completed, an executive summary report outlining recommendations for improvement must be compiled and a corrective action plan must be established. Self-audits and reports must be reviewed and signed off by senior management. After your self-audit is complete it can be submitted to the CSAM for approval; the audit process continues from there with an internal verification and third-party independent audit.

Effective 2007, all audits must be submitted by a Registered Auditor. A Registered Auditor is someone who has a combination of training (Registered Auditors must complete Principles of Safety Management / Simplified Safety and Safety Auditor Training) and knowledge of the safety program and audit process (they have completed a full audit and report). Registered Auditors are recognized as individuals (not companies) who have met the requirements outlined by the CSAM, and are verified every three years.

Companies often hire consultants to implement and then manage their safety program. This can be a cost-effective and efficient way to keep your program running smoothly! **However, every audit that is submitted to the CSAM for verification must be signed off by senior management – it is the company's responsibility to ensure that their audit meets the standards set out by the Construction Safety Association of Manitoba.**

It is up to the company to ensure that they have a Registered Auditor to complete their audit. If a Registered Auditor leaves a company, it is the employer's responsibility to ensure that a new Registered Auditor is in place by the time of the company's next audit. It is in your company's best interest to have more than one Registered Auditor!

The CSAM has Safety Auditor Toolkits available for \$5.00 to help put together your audit. It includes specific documentation requirements and a means of organizing documentation to coincide with audit standards. Contact one of our offices to pick one up!



February 7 & 8, 2012 – MARK YOUR CALENDARS!!!

Online Registration now available!

29 workshops to choose from – theory and hands-on training!

Certificates of Attendance, Certificates of Training issued

Construction Safety Officer (CSO) requirements and pre-requisites

Safety Professional Day – February 6, 2012

Lunch, T-shirt and materials provided – great prizes to be won!

www.constructionconference.ca



COR™ Certification – The Ultimate Distinction for Construction Companies!

Your Construction Safety Association is pleased to present the newest company to become COR™ Certified in the Westman area!



***Congratulations to
CD Oil Well Servicing Ltd. – Virden***

*Left to Right: Adam Gonty, Bert Cosens, Britanee Cosens,
Joel Cosens and Tyrel Richardson*

The Construction Safety Association of Manitoba is an Authority Having Jurisdiction to grant COR™ and Small Employer COR™ Certification in the province of Manitoba. Don't miss the boat. Get certified today!

Construction Safety Officer – CSO – Leading by Example!

Congratulations to the newest CSOs in the Westman area! CSO designations are awarded to those who have a combination of training and construction /safety experience, meeting requirements set out by the CSAM. Construction Safety Officer designations must be verified every three years; it is the responsibility of the CSO to contact the CSAM prior to their expiration month to coordinate renewals. Please contact one of the CSAM offices for more information on becoming a CSO.



*Left: Ashlie Higginbotham from
D.B. Higginbotham Electric in
Virden*



*Right: Brat Plett from Elite
Safety Services in Brandon*

The Winds of Change are Blowing!



After seven years with the Construction Safety Association of Manitoba, Belva McKinnon (left) will be retiring at the end of December. Belva has been an extraordinary asset to the Westman office and she will be dearly missed!

Trish Carlisle (right) will assume administrative duties for the CSAM Brandon office. Trish bring years of knowledge and experience and is excited to meet all of CSAM's members!

***The CSAM offices will be closed December 26 – December 30. Regular office hours will resume Monday, January 2, 2012.
Have a Safe Month and Happy Holiday Season!***

