



CSAM
CONSTRUCTION SAFETY
ASSOCIATION OF MANITOBA

REGISTERED AUDITOR

Introduction

In accordance with Construction Safety Association of Manitoba (CSAM) audit protocol, each company's self-audit must be completed by a current or new CSAM registered auditor applicant.

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

Prerequisite

Individuals who apply for registered auditor status must complete CSAM's Principles of Safety Management and Safety Auditor Training courses. (Equivalent training through other provincial jurisdictions may be given consideration for credit.)

Items Required for Submission

- Completion of the registered auditor application
- Verification of attendance in Principles of Safety Management and Safety Auditor Training
- Submission of a completed audit instrument and required supporting documentation
- Submission of a corrective action plan including: corrective action, assignment of responsibility, and implementation dates

A CSAM registered auditor certificate with a three-year expiry date will be issued upon successful evaluation and approval.

Registered auditors must complete a self-audit on an annual basis in order to maintain their status. Failure to maintain registered auditor status will require reapplication to CSAM and submission of required documentation.



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



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REGISTERED AUDITOR APPLICATION

Please print clearly

Name: _____

Date of application: _____

Company: _____

Mailing address: _____

City/town: _____ Postal code: _____

Phone: _____ Fax: _____

Email: _____

This information is required to process your application. Please complete all sections before submitting:

1. I have completed:
 - Principles of Safety Management
 - Simplified Safety
 Date completed: _____

2. I have completed Safety Auditor Training. Date completed: _____

3. I have completed and attached a self-audit.

4. I have completed and attached a written corrective action plan that includes: corrective action, assignment of responsibilities, and implementation dates.

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

Please submit your completed application and documentation requirements to:

Head Office:
 1447 Waverley Street
 Winnipeg, MB
 R3T 0P7
 P: 204-775-3171
 F: 204-779-3505

Westman Office:
 950 - 10th Street
 Brandon, MB
 R7A 6B5
 P: 204-728-3456
 F: 204-571-0678

- Registered auditor checklist completed
- Photocopy executive summary
- Registered auditor certificate issued

- Printout of training requirements
- Photocopy corrective action plan
- Registered auditor status updated in CALVIN