

# Partnerships

## IN INJURY REDUCTION

### Certificate of Recognition

This certificate recognizes that

**SUPERMETAL CONSTRUCTION INC.**

In keeping with the principles of *Partnerships* has:

- ▣ developed and implemented an occupational health and safety program and,
- ▣ met the standard for *Partnerships* through an independent evaluation of their health and safety program.

*Dan MacLennan*

Alberta Construction Safety Association  
Certifying Partner

Certificate # 20161117-8802

WCB Industry Code(s): 42106

*Ian Hooper*

Ian Hooper  
Government of Alberta

Expiry Date: November 17, 2019

## **What happens if an Alberta Occupational Health and Safety (OHS) Officer issues a compliance order before an employer's COR audit is approved?**

The COR audit is used to evaluate an employer's health and safety management system. Although the COR audit does not assess an employer's level of compliance with legislation, COR-holding employers must meet their responsibilities under Alberta's Occupational Health and Safety Legislation.

When Partnerships in Injury Reduction (Partnerships) of Alberta Labour receives a request from a Certifying Partner (CP) to process a COR certification, re-certification or maintenance audit, Partnerships will check the employer's compliance history to see if the employer has any open compliance orders or demands issued by Alberta OHS Officers. If so, the audit will be held by Partnerships for up to four months from the date on which the audit request was received, until all outstanding items are closed. Should any orders or demands remain open longer than four months, Partnerships may reject the audit and require the employer to conduct a new audit.

## **What is an On-Site Audit Review (OSAR)?**

Partnerships conducts about 100 OSARs each year to validate the key findings of external COR auditors and to ensure appropriate audit processes are followed. The OSAR process is conducted in addition to the regular quality assurance review that the CP completes on every COR audit report.

An employer whose external auditor is selected for the OSAR process must participate in the process. The On-Site Audit Reviewer will spend no more than one day at the employer's worksite. The OSAR will review the auditor's process and sample some of the key documentation that was reviewed as part of the audit. Because auditors are certified by their CP, Partnerships provides the OSAR findings directly to their CP who then reviews the results with the auditor.

## **What happens if an OSAR also identifies systemic deficiencies in my OHS management system?**

The intention and focus of the OSAR process is to evaluate the work of external auditors. However, in some cases OSARs have identified systemic deficiencies in employers' OHS management systems which were not identified by the original auditors. If this occurs, Partnerships will advise the employer and the employer must correct the identified deficiencies. This situation is considered a trigger for the Employer Review process, and Partnerships may require the employer to complete an action plan. Partnerships may also ask the employer's CP to provide assistance to the employer.

## **What is the Employer Review process?**

Employer Reviews are designed to address situations where COR-holding employers are identified to have systemic deficiencies in their COR-certified health and safety management systems. The Employer Review process was implemented on July 1, 2011 with the support of industry and safety associations, employers, labour organizations, the Workers' Compensation Board – Alberta (WCB), and other stakeholders. The provisions of Employer Review apply to all COR holders.

## **How are COR holders selected for the Employer Review process?**

When a COR-holding employer is identified for a potential Employer Review by one or more of the following triggers, an assessment is completed by Partnerships in order to determine whether the trigger indicates that the employer has systemic deficiencies in their OHS management system. Partnerships initiates the process if a COR holder experiences any of the following triggers:

- has a workplace fatality, serious injury or other reportable incident,
- is issued multiple stop-work orders within a 12-month period for imminent danger by Alberta OHS,



Alberta Construction  
Safety Association

January 6th, 2017

SUPERMETAL CONSTRUCTION INC.,  
3813 75TH AVENUE SW  
LEDUC, AB T9E 0K3

Dear Participant:

**RE: Certificate of Recognition Issue Date: November 17, 2016**  
COR#20161117-8802, WCB Account #485168, Industry Code 42106

It is with great pleasure that we take this opportunity on behalf of Alberta Human Services and the Alberta Construction Safety Association (ACSA) to congratulate you and your employees on the accreditation of your health and safety program.

Upon review of your standard audit document which evaluated your health and safety program, we are pleased to advise that your firm qualifies for a "Certificate of Recognition."

**Although the certificate is valid for three years from the date of the initial audit, you are required to submit an audit on a yearly basis to maintain your COR status. Your next audit submission is due November 17, 2017. Failure to do so will result in your certificate becoming invalid. At the end of the three year term, an additional satisfactory external audit is required to revalidate the certificate.**

In qualifying for the certificate, your company has:

- prepared a written health and safety plan appropriate to the needs of your staff;
- discussed injury prevention issues with your staff and invited their ongoing participation in the health and safety program;
- identified hazards and hazard controls as an ongoing process;
- developed and implemented good health and safety practices; and
- developed a review process for changes and ongoing improvements to the program.

By participating in the development and operation of the "Partnerships" program; yourselves, Alberta Human Services and the Alberta Construction Safety Association, along with the Workers' Compensation Board have begun a process which will substantially contribute toward reducing accidents, ill health and their associated costs.

The audit result is commendable and confirms our feelings that the PIR program will be of benefit to your firm and the construction industry at large.

Yours truly,

**Tammy Hawkins**  
Chief Operating Officer, ACSA

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