

Alberta Occupational Safety Auditors Association

Topics

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- CSA Standards Update

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Message from the Chairman

Hello and welcome to spring. We trust that you are seeing signs of economic recovery along with the retreat of the snow. I'd like to share a couple of items with you as updates and reminders:

- **Auditing Association of Canada** – The annual conference is being held in Kananaskis country the week of April 19th. We have some of our executive attending and AOSAA is participating in a panel discussion on auditor competency. If your calendar will allow, please plan to attend and meet a cross section of individuals interested in auditing from both H&S and an Environmental perspectives. See contact information later in this newsletter as there is still time to participate.
- **Sponsor a Member Campaign** – If you have not yet declared sponsorship of a new member through an email to our info line, please do so that we can process the results for our potential winner announcement in June. Do keep AOSAA membership in mind when meeting with others during your work activities and encourage them to become members.
- **Petroleum Safety Conference (Banff)** – The annual PSC runs the first week of May in Banff. AOSAA is conducting an afternoon workshop on Accident Investigation. Jeff Short of Accident Investigation Solutions out of Edmonton has graciously volunteered his time. Jeff is a former police officer who specializes in Accident Investigations. Both of us will be leading the workshop which is currently fully subscribed. Check out the PSC website for conference details. This week draws between 700 and 1000 participants annually. In addition I will be presenting, in the main program, a session entitled “Measuring What Matters”. This is a discussion on metrics that we do or can use to better measure H&S performance and improvement.
- **AOSAA June Workshop** – Our next workshop is booked for June 1 in Red Deer. Partnerships and Enform have been invited to participate. Enform has launched the new auditing tool and will be going live with ECOR soon. We also anticipate involvement of the Alberta Association for Safety Partnerships. Plan to attend. We will forward out a detailed agenda as it is finalized.

Thanks to all who shared questions and comments in the past 3 months. We trust that the feedback and direction we have provided is of assistance to you in your current work. See you in Red Deer in June.

Wally Cook, P. Eng., CRSP, CHSMSA

Enform Update

Lloyd Harman, VP, Safety Services, was present to provide us with an update on Enform. Also present were Paula Campkin (Manager, Operations) and Grant Pelletier (Manager, Auditing).

Lloyd explained the new structure within Enform and went over the strategic directive of the safety council. He explained the reasoning behind the non-member fees that are now being charged for audit reviews of non-petroleum clients. Previously, approximately 50% of companies in Alberta and Saskatchewan were not contributing to Enform through WCB funding. In order to alleviate this discrepancy the non-member fees were put in place effective January 1, 2010.

Existing auditors had until January 1, 2010 to meet the new requirements for external auditors, but this deadline has been extended to June 30, 2010. The requirements are for external auditors to have five years (out of the last ten) experience practicing health and safety as well as have a University of Alberta OHS Certificate (or equivalent) or CRSP. They may consider other equivalencies or options.

Paula explained to our members about the new call centre that will be launched at Enform. There will be an arm of the call centre for the COR program and the hope is that this will help guide individuals to the right information quicker. They are also preparing to launch an FAQ database.

Electronic audit submissions have started for all audits and the web-based platform called ECOR has a planned implementation in 2010. The key to ECOR is to have an area for auditors and clients to sign up and create a profile. Audit registration and the review process will be electronic once ECOR is fully implemented. The second Phase of ECOR is tied to the revised Audit Protocol and the two will be rolled out together. The benefits of ECOR are that auditors will be able to track the audit in real time through the QA review process and auditors will be able to respond to any required corrections in a much faster timeline. There will also be an Audit Request feature and the current Auditor Support Site will be tied into ECOR.

Grant supplied our members with information about the new Audit Protocol that is being created. The current BSPA didn't meet all the provincial standards for Alberta, British Columbia and Saskatchewan, so an attempt was made to create one document that fit all three provinces. Improvements to meet other standards (e.g., CSA) will be considered in the future.

A committee was formed to create the new Audit Protocol and it consisted of members from CAPP, CAODC, CAGC, CEPA, PSAC, and SEPAC. AOSAA was invited to participate and was made a voting member of the committee. Once a draft protocol was created, the audit was tested on three companies and the final document was submitted to the governing authorities for approval. The new Audit Protocol consists of 8 mandatory elements – Management Involvement, Hazard Identification, Hazard Control, Training, Emergency Response, Incident Reporting and Investigation and Communication -- and a ninth element for Health and Safety Committees that is optional in Alberta.

The major differences in the new Protocol are an increased weighting in Management Involvement and an increased weighting on actual implementation of programs. The focus on ensuring companies have applied their systems through the organization includes areas of hazard assessments and incident investigations. There is also a change within the Emergency Response regarding the identification of potential emergencies determined by the company.

The next steps will be to develop auditor seminars and revise the auditor training before the new protocol is introduced. They are currently seeking approval from the Safety Council and will provide auditors with information as soon as it is available. The proposed roll out of the new Protocol is June 2010.

Members expressed some frustration with the current audit reviews and Grant informed us that there has been some discussion within his group about making sure the intent of the question is met. The challenge is that it can be a very grey area regarding interpretation so they are working on that particular issue.

AOSAA greatly appreciated Enform's presence at the January workshop and would like to thank them for their honesty and commitment to continuous improvement.



MHSA Update

Lorne Kleppe, the Executive Director of the Manufacturers Health and Safety Association, was present to provide an update on the MHSA. They stand behind education, training, advocacy and partnership and they represent 33 different industries.

MHSA currently provides safety training and WCB assistance, as well as a variety of programs intended to help employers with their safety programs. They have a Rent a Safety Advisor program where employers can receive assistance in implementation and maintenance.

Currently they conduct approximately 225 audits a year and it seems employers are moving toward using consultants. MHSA is looking for a level playing field between the Certifying Partners and hopes they can collectively set standards to ensure higher quality of the Partners in Injury Reduction program overall.

The AOSAA members present at the workshop expressed satisfaction that they were able to hear directly from one of the Certifying Partners and would like to hear from more in the future.



Partnerships Update

Rob Feagan from Alberta Partnerships was on hand to give the members an update on several issues. Rob went into some detail about the OSAR program. The Onsite Audit Reviews are expected to become a pilot program in 2010/2011 and will become more permanent. They will sample auditors work and look at trends and improvement. Approximately 120 auditors will be selected randomly across the Industry Sectors and the goal is to select an auditor and perform a one day review to ensure the quality of work is maintained. This review will consist of paperwork, interviews and will focus on data collection, not necessarily the scoring. For larger companies the OSAR may be conducted over a maximum of two days. Partnerships will work with the Certifying Partners to help companies ahead of time to prepare for their visit.

Rob also discussed the Targeted Employers list and the results of the recent Auditor General report.

The results of the Performance Measures Committee should be out by March. This includes items such as Management Commitment, Continuous Improvement, COR Tiering, and Contractor Management. Rob did say that support for a tiered COR is growing.

In response to a concern that was brought up at the June 2009 Workshop, Rob presented our members with findings regarding boiler plating. Approximately 40% of Certifying Partners have audits that are boiler plated. The number of audits that are boiler plated is 5% in total.

Rob responded to a concern brought up by a member about Certifying Partner Accountability. The concern was that some Certifying Partners can take up to 6-8 months between submission and acceptance of an audit. Rob expressed that everyone needs to be more accountable in the future. One member suggested having a window for Certifying Partners similar to that placed on auditors (i.e. 45 days).

Our members were provided with an opportunity to discuss many issues with Rob Feagan at the workshop and the individuals who were present discussed their satisfaction in having Rob attend another successful workshop.



"Partnerships in Health and Safety promotes health and safety through partnerships with safety associations, industry groups, educational institutions and labour organizations."



Auditing Association of Canada

Auditing Association of Canada
L'Association canadienne de vérification



Alex Eddington from the Auditing Association of Canada was present to share information about the upcoming 2010 AAC Conference, April 19-21, 2010. Innovation is the theme of this year's conference. Three days of practical, leading edge solutions for today's EHS issues faced by practitioners and auditors.

Full conference program and pricing: www.auditingcanada.com/events/17

AOSAA members will receive the AAC discount for the conference. To register now, visit: www.regonline.ca/AAC2010

Additionally, AOSAA and AAC are partnering together to offer a 25% membership discount for each organization. If you are interested in becoming a member of AAC, phone 1-866-582-9595 or sign-up online.

Workplace Health and Safety **Government of Alberta** ■ Employment and Immigration

Neil Looker from Workplace Health and Safety in Red Deer was gracious enough to present our members with a number of updates from WHS and followed his comments with an open question and answer period. Compliance issues from the recent 2009 update of the Code were fairly seamless, and Neil discussed several areas of interest, including the recent impact of H1N1 on employers and employees.

Additional topics that were discussed included public safety concerns related to several high-profile incidents within the construction industry in Calgary, and several hot button items related to disciplinary action in the current economic climate as well as issues with Working Alone in the province.

Members found Neil's presentation to be very informative and expressed satisfaction with the quality of material he covered. AOSAA would like to thank WHS for providing us with the opportunity to learn more about what is going on in Alberta in terms of Health and Safety.

Annual General Meeting



The annual General meeting was held during the January Workshop in Red Deer and the meeting was called to order by Chairman Wally Cook. It was noted that the AOSAA files will be moved from Calgary to Edmonton to ensure easier access for the current Chairman and Secretary/Treasurer.

The new Executive Committee was introduced, and the various committee reports were read. Wally provided the members in attendance with a copy of the financial report for the 2009 year, and it was approved as presented.

During the Open Forum before the AGM, several discussions were held regarding future presentation topics. It was noted that many members would like more opportunities to ask questions of the presenters and they expressed interest in continuing to have the Certifying Partners present updates on what is going on in the various Industries. Further presentation topics that were discussed included transportation safety, specific auditor skills, disability management and ISNetwork.

CSA Standards Update

Toronto, February 4, 2010 – CSA Standards, a leading standards-based solutions organization, today officially announces Canada's adoption and availability of the ISO 31000 Risk Management standard. *CAN/CSA ISO 31000 Risk Management – Principles and Guidelines* is a national standard that provides principles, framework, and process for managing risk in a transparent, systematic and credible manner. ISO 31000 is not specific to any country, industry or sector and can be used by any public, private or community enterprise, association, group or individual.

"These principles and guidelines in ISO 31000 Risk Management serve as an overarching guide for organizations and individuals to help incorporate internationally-recognized best practices for identifying and managing risks across financial, strategic, and operational areas," says Doug Morton, Director, Life Sciences & Business Management, CSA Standards. "The Canadian adoption of the ISO 31000 Risk Management standard will enable Canadian organizations to compare their practices with an internationally-recognized benchmark, providing them with sound principles for effective risk management."

Risk management is the identification, assessment, and treatment of "risks" that may affect an organization, business or municipality, negatively, including those which can occur through accidents, disasters, natural causes, legal or financial liabilities or opportunities, or positively, such as new technologies, business ventures or continual improvement. The standard will help users manage such risks through careful consideration and awareness of vulnerabilities and opportunities arising from potential and existing risk sources so that they can implement and continuously improve a risk management framework as an integral component of their organization's governance and management system. ISO 31000 can be integrated with other management systems such as ISO 14001 *Environmental Management*; Z1000 *Occupational Health and Safety Management*; the OHSAS 18001 *Occupational Health and Safety Management System Requirements*; and Z1002 *Occupational Health and Safety – Hazards and Risks – Identification, assessment, elimination and control* (currently under development).

It can also be applied throughout the life of an organization, and to a wide range of activities, including strategies and decisions, operations, processes, functions, projects, products, services and assets.

The ISO 31000 Risk Management Standard was initially developed by the International Organization for Standardization (ISO), a worldwide federation of national standards bodies representing approximately 140 countries. Following approval by the Standards Council of Canada, the *CAN/CSA ISO 31000 Risk Management – Principles and Guidelines* standard is now being offered by CSA Standards as a National Standard of Canada.

This standard is not a certification standard. While providing principles and guidelines, it also enables organizations the flexibility to develop and implement risk management in a uniform way that also meets the needs of the organization and its stakeholders. ISO 31000 provides generic guidelines for the design and implementation of risk management plans and frameworks that take into account the varying needs of a specific organization, its particular objectives, context, structure, operations, processes, functions, projects, products, services, or assets and specific practices employed. The *CAN/CSA ISO 31000* is available for purchase in both English and French at www.shopcsa.ca. CSA Standards is also developing a new edition of its existing risk management standard to supplement the international standard. *CSA Q850-10 Risk Management – Implementation of CAN/CSA ISO 31000* will provide further guidance to implementing the international standard taking into account the need of Canadian stakeholders. *CSA Q850-10* is available for public review until March 21, 2010. Publication is expected in late summer 2010.

Additionally, CSA Standards is offering a series of training programs to assist organizations in adopting and implementing the standard through its Education and Training area. The programs include an introduction to ISO 31000, organizational risk assessment and an implementation workshop. For more details visit: www.csa.ca/training.

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We're on the Web!

*For more information
or to join the association
please visit us at:*

www.aosaa.ca

Sponsor a New Member

How?

- Sponsor a new member in 2010 – invite a friend, associate, competitor.
- New members declare their sponsor via email to AOSAA no later than April 1, 2010.

What's the Prize?

For each new, confirmed member you sponsor by the April 1, 2010 deadline:

- AOSAA will reimburse 25% of your membership fees...you guessed it...up to 100% (max) if you sponsor 4 members or more.
- The AOSAA member who sponsors the most new members during the campaign will receive a special acknowledgement (it's a secret) at the June 2010 workshop.

Have some fun, think about who around you needs to be a part of AOSAA

About Our Organization...

The Alberta Occupational Safety Auditors Association is a professional organization dedicated to the development and professional practice of health and safety auditing. It is the goal of the association to become the voice of the health and safety auditing profession with membership from across the province and representing all industries.

The Association's mission is to enhance the practices of safety auditing by creating a provincial forum and organization to advance ideas, procedures and member interaction.

The Association's primary objective is to promote the health and safety auditing profession, not only in Alberta, but across Canada.

Executive Committee

- Chairman** - Wally Cook, P.Eng., CRSP, CHSMSA (Kestrel Resources Ltd.)
Past-Chairman - Dennis Bolger, P.Eng., CRSP, CHSMSA (Benchmark Safety Inc.)
Vice-Chairman - Joan Barbour, CRSP (Barbour Consulting)
Secretary/Treasurer - Crystal Moss, CRSP (Nordic Safety Ltd.)
Director - Laurent St. Louis, CRSP (Sword Energy Inc.)
Director - Gordon Walsh, CRSP (Enform)
Director - Carol Eamer, CHSMSA (OHS Consulting Ltd.)
Director - Brock Downey, CRSP (City of Calgary)

The Auditor newsletter is designed and edited by Shannon Bolger, CRSP (Benchmark Safety Inc.)

Would you like to write an article for **The Auditor**?

Questions or comments about the newsletter may be directed to the editor at: sbolger@benchmarksafety.com

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