



April COR Communication

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Use of external auditors

CCSA communicated at the beginning of 2020 that External Auditors cannot perform audits;

- In two consecutive years for the same employer,
- Nor can they complete the COR recertification in two consecutive CORs cycles

Given the dynamic situation as well as the additional restrictions implemented by the Alberta government for our members, CCSA has made the decision to ***post-pone both of these decisions and will re-implement them for the 2022 audit year.***

Documentation only audits for 2020

Partnerships in Injury Reduction (Partnerships) of Alberta Labour and Immigration has convened special on-line meetings of the Certifying Partners and WCB to develop interim measures to assist employers and auditors during the pandemic.

Effective March 17, 2020 to December 31, 2020 Regular Audits will be restricted to documentation only

As of March 17, 2020, ***only*** documentation only audits will be accepted for COR certification, maintenance or recertification purposes. This will be in effect until December 31, 2020.

Documentation only audits for certification will be limited to 1-year CORs.

- The WCB will accept documentation-only audits for 2020 PIR refund purposes.
- Auditors are encouraged to conduct documentation only audits remotely
- The minimum requirement for a documentation-only audit is 3 months of documentation, which aligns with the current 1-year COR standard.
 - Where necessary, an auditor can request additional supporting documentation to identify trends in the employer's OHS management system.
- The passing score for documentation-only certification audits will be 80 per cent overall (element scores will not be counted), ***and will result in a one-year COR.***



- The passing score for documentation-only maintenance audits will be 60 per cent overall (element scores will not be counted) and will be accepted for COR maintenance purposes in 2020.

Documentation only audits are intended to streamline the auditing process and will help to deal with the anticipated backlogs of audits in 2020 once the pandemic is over.

Employer information for 2020 COR Audits

We recognize that these will be challenging times for our members and Auditors as you navigate this situation and the multiple challenges that you are undoubtedly facing. We encourage both our members and auditors to reach out to us if you have any questions or concerns about the requirements for maintaining COR certification, we are here to help you navigate through this time.

Our team is all practicing social distancing and working from home, as your certifying partner, the CCSA is continuing with business-as-usual. Please direct all concerns to the CCSA COR team at COR@ab-ccsa.ca or call our office at 780-433-5330.

Please stay safe and take care.

