

Certificate of Recognition

Updates and important information

**2019 Audit
Submission Cutoff is
January 21, 2020.
Last day on
site must be
no later than
December 31, 2019.**



**The AMTA Calgary and Edmonton offices will be closed
Monday, Jan. 23 through Wednesday, Jan. 1, 2020.**

Reminder

TSB (Transportation Safety Basics) will no longer be accepted for 2020 audits. Any audits submitted after Dec. 31, 2019 where the designated individual does not hold Health and Safety Systems Building, will be rejected.

Important Update

On December 13, the Alberta Government announced changes to requirements regarding Health and Safety Committee (HSC) and Health and Safety Representatives (HSR).

Key changes include:

- Employer-based rather than site-based requirements for HSCs and HS representatives. Employers have until Jan. 31, 2020 to comply
- Eliminating Part 1 prerequisite HSC/HS representative training.
[This change is effective immediately.](#)
- Click the COR logo for more information



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Auditor Notes

1. Although the audit tool indicates these questions can be marked N/A if company does not require site specific hazard assessments (eCompliance audit tool is used by multiple certifying partnerships which represent a wide range of industry codes), the N/A option does not actually apply to the industry codes we cover and the types of work conducted in the transportation industry. As driving is considered one of the highest risk hazards, these questions should never be marked as N/A. There may be exceptions to this rule based on audits being conducted on companies outside of the transportation industry codes, but these instances should be reviewed with the COR department prior to audit submission.

2. Definition of start and end dates:

Audit Start Date: the date the auditor receives access (on or off site) to an employer's health and safety documentation for the purpose of auditing the employers health and safety management system. This can be paper or electronic. This does not include activities to define the audit scope.

Audit End Date: The date the auditor concludes the review of documentation, interviews, and observations for the purpose of auditing the employers health and safety management system.

Justification must be provided for negative indicators, and if the score is less than 84% in any question, one recommendation is required in the element. Within that recommendation you should also provide how they could improve along with the benefits of implementing the recommendation. When providing strengths, you only need one per question that is 100% in that element.

A COR will only be issued or maintained when the minimum scores are achieved:

Certification Year - 80% overall with no less than 50% in any element

Maintenance Year - no less than 60% overall

Happy Holidays!



From all of us here at the AMTA
Certificate of Recognition
Department!



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