



INTERNAL AUDITOR APPLICATION: CERTIFIED HEALTH AND SAFETY AUDITOR PROGRAM

The Certified Health and Safety Auditor Training Program has been developed in response to needs expressed by the Oil and Gas Industry. Pre-audit planning and documentation, interviewing and observation, conducting the audit and post-audit reporting are included in the training. This five-day training course is designed to improve and standardize auditing techniques and skills and is available to students meeting the admission requirements below.

Internal (maintenance) auditors are able to perform maintenance audits only for the company at which they are employed full time.

Conditions

NOTE: Applications should be received two months prior to the scheduled date of the preferred Certified Health and Safety Auditor Course.

At least one of the following needs to be completed prior to registration in the Certified Health and Safety Auditor course:

- The Energy Safety Canada Safety Program Development course
- A certificate, diploma, or degree in Occupational Health and Safety
- A designation as a Canadian Registered Safety Professional (CRSP) or equivalent

Supporting Documents

Letter of Employment: Internal Auditors must be employed full-time by the organization requiring a maintenance (Internal) auditor. The employee may only conduct maintenance audits for the company for which they are currently employed. Attach a copy of a Letter of Employment confirming full-time employment on the next page.

Confirmation of COR/Audit Registration: If the organization has, or is pursuing a COR, you will be asked to upload proof on the next page of the application.

NOTE: Applications that are not fully completed with all supporting documentation will be returned to the applicant for resubmission.



Internal Auditor Application

Section 1: Personal Information	
*First Name	
*Last Name	
Date of Birth	
Student ID	
*I am employed on a full-time basis with the company that I will be conducting audits for <input type="checkbox"/>	
*Company Name	
*Company Address	
*City	
*Province	
*Postal Code	
*Company Telephone	
Company Email	
Fields marked * are required fields and must be completed	

As part of this application process you are required to provide the following supporting documents using the upload area below:

- A Letter of Employment confirming full time employment. The letter should be on company letterhead and signed by the person you report to.
- A copy of the current COR or proof of Audit Registration for an audit in progress to obtain COR.

*I hereby make application to become an Energy Safety Canada Certified Health and Safety Maintenance Auditor. I understand that information provided on this application is material to my being accepted as an Auditor, and that any inaccuracy or misrepresentation will be sufficient reason for me to be suspended as an Auditor.

Return completed application forms to:
training@energysafetycanada.com

Include the subject line:
"Internal Auditor Application - Your Name"

Sensitivity Level: Public