



2021 Auditing Requirements Guideline September 27, 2021

BC Provincial Requirements

In keeping with [Step 3 of BC's Restart](#), employers are no longer required to maintain a COVID-19 safety plan, and can instead transition to [communicable disease prevention](#). As of July 1st, provincial health officers' orders related to daily health checks, limits on customers/workers in the workplace, and mandatory masks have been lifted.

WSBC continues to require that audit observations be in-person. Auditors and employers may continue to use virtual document reviews, and virtual interviews, if necessary.

Other Provincial Requirements | AB, SK & MB etc.

NEW September 27, 2021 | New Restrictions announced for Alberta: Please review [Appendix A](#) for more information. It includes information for SK and MB.

The minimum standards for 2021 COR certification or recertification will be:

- **External audits conducted by documentation-only = One-Year COR.**
The minimum requirement for a one-year COR will be any three months of documentation in the previous 12-month period.
- **External audits conducted by documentation and interviews (conducted remotely) = Three-Year COR.**
The minimum requirement for a three-year COR will be any six months of documentation in the previous year.
- **Maintenance Audits**
The minimum standard for 2021 COR maintenance will be documentation-only audits conducted by the employer's internal auditor or an external auditor will be eligible to maintain COR.

The minimum requirement for a maintenance audit will be any three months of documentation from the previous 12 months.



2021 Auditing Requirements Guideline September 27, 2021

APPENDIX A – Alberta COR On-Site Auditing Suspended

Date: September 27, 2021

In response to [Alberta's Public Health Emergency](#), the COR program is implementing an immediate suspension of on-site data gathering activities by COR auditors. This means:

- The use of on-site observations is suspended.
- The use of remote documentation reviews and remote interviews (e.g. video-calls, phone, etc.) are required).
- Auditors must cease on-site data gathering for audits that are currently in-progress. If you have questions, or require assistance to make this change, please [contact us](#).

Employers must provide documents to auditors through electronic means, when possible. If only paper records are available, auditors must follow a safe method to collect the records (such as curbside pick-up).

These auditing measures are in effect until December 31, 2021 and will be re-assessed for 2022.

Other Information | BC, SK & MB etc

- BC audits require on site observations. Document review and interviews can be remote.
- SK & MB etc. are flexible. Please discuss with the employer to determine what will work best for collecting the audit data (on site versus remote).

Current approved documents are maintained online. Printed copies are uncontrolled.