



Certificate of Recognition (COR) Program

Name Changes and Acquisition

The oil and gas industry is synonymous with words like energy, growth, opportunity...as such, we see companies emerge from nowhere and disappear altogether; we see them change names, or the nature of their operations, and we see them 'acquired' by large corporate conglomerations.

Sometimes changes can inadvertently put a COR at risk. Enform relies on written notice from the employer when a change occurs to the company's legal name, address, WCB account or industry code, or contact information.

Any change to information recorded in the COR file must be requested in writing. Changes to ownership, legal names and WCB accounts must be approved by the governing body and forwarded to Enform for entry into the COR database, otherwise the COR may cease to be valid.

Each COR is issued in the company's legal name, as it was originally registered with AHRE or WorkSafe BC. If Company A is registered as 1234567 - although it may be doing business as (dba) Joe's Backhoe Service - the COR is issued to 1234567.

If Company 1234567 (dba Joe's Backhoe Service) is purchased by International Backhoe Limited, which holds its own COR, Joe's Backhoe may choose to let his COR lapse. In this case, Joe's Backhoe should write to Enform's COR department stating that he intends to let the COR lapse, in which case Enform will cease to send mail or call the office with updates and notices.

A COR Amendment Form must be completed and sent to Enform when the following changes to a COR occur:

- **NAME CHANGE**
- **ACQUISITION**
- **MERGER**
- **WCB ACCOUNT CHANGE/ADDITIONS**

This form is to be completed by the COR Holder and submitted to the Certifying Partner for review and processing.

Partnerships Standard for Amendments to COR's:

- I. Employers may request a name change on the COR certificate prior to the certificate expiring
- II. Certificates are re-issued with a new name, only for parts of the organization that were included in the original external audit
- III. Employers undergoing a simple legal change to the company name will be issued a new certificate in the new name, with the **original** expiry date
- IV. Employers with a name change that have also undergone a fundamental change (e.g.

acquisition of or by another company; merger with another company; addition of a new division with a new industry code; management restructuring) must complete a new external audit covering all operations before a certificate will be issued in the new company name.

For more information call the COR Hotline at 1 (877) 250-6222