



---

## CERTIFIED HEALTH AND SAFETY AUDITOR MAINTENANCE (INTERNAL) PROGRAM

---

The Certified Health and Safety Auditor Training Program has been developed in response to needs expressed by the Upstream Petroleum 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 following admission requirements:

### PROCESS REQUIREMENTS

#### PROCESS

1. Successfully complete the two-day Safety Program Development (*IRP Volume 9*) course prior to registration.
2. Be employed full-time by an organization requiring a maintenance (Internal) auditor (the employee may only conduct maintenance audits for his/her company for which they are currently employed).
3. Apply to become a Maintenance Auditor two months before a Certified Health & Safety Auditor Program.
4. Register for desired course after confirming approval by Enform

#### CERTIFICATION CRITERIA

1. Pass the Enform Certified Health and Safety Auditor Training Program examination with a mark of 80% (***the exam will only be allowed one re-write***).
2. Upon successful completion of the Enform Certified Health and Safety Auditor Training Program, candidates are required to submit a qualifying audit within six months to the Enform Audit Review Sub-Committee for review and recommendation of certification.

**NOTE:** Completion of the Safety Program Development course is required prior to registration in the Certified Health and Safety Auditor course.

Application should be received **two months** prior to the Certified Health and Safety Auditor course.

\* External Auditors are bound by the Code of Ethics/Conflict of Interest guidelines.

\* Maintenance (Internal) Auditors must be aware of these guidelines.

The Code of Ethics/Conflict of Interest can be viewed on line at  
[www.enform.ca/partnership\\_program/auditor\\_letters.htm](http://www.enform.ca/partnership_program/auditor_letters.htm)



For Enform Use Only:

Application Approved: Yes  No  Date \_\_\_\_\_ Signature: \_\_\_\_\_

## CERTIFIED HEALTH AND SAFETY AUDITOR PROGRAM — MAINTENANCE AUDITOR (Internal) APPLICATION FORM —

### PROGRAM APPLICATION

Completion or registration date of the Safety Program Development course:

DATE: \_\_\_\_\_

**ALL CANDIDATES MUST TAKE THE TWO-DAY SAFETY PROGRAM DEVELOPMENT COURSE.**

Other course and certifications will not be accepted as an equivalency to this program.

#### A. PERSONAL INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Cell/Pgr: \_\_\_\_\_ E-mail: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

#### CANDIDATE DECLARATION

I hereby make application to become an Enform 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.

Candidate's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### *Return completed Application Forms to:*

Enform  
1538 - 25 Avenue N.E.  
Calgary, AB T2E 8Y3

Phone: (403) 250-9606 Toll-Free: 1 (800) 667-5557 Facsimile: (403) 291-9408

*Incomplete forms will be returned to you for further information.*