

# ADOPTION OF CSO

## Example Implementation Checklist

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
<b>Leadership Team Engaged</b>			
<ul style="list-style-type: none"> <li>The Leadership team has embraced and supported the adoption of the Common Safety Orientation (CSO)?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Management of Change Plan</b>			
<ul style="list-style-type: none"> <li>Will our employees be required to take the CSO?</li> <li>Is our own company-specific orientation going to be incorporated?</li> <li>Is there a transition period between when the CSO and our company-specific orientation is accepted?</li> <li>Have we updated the H&amp;S Management System to include the CSO in place of the prior health and safety orientation?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Internal Communications Plan</b>			
<ul style="list-style-type: none"> <li>Are all stakeholders in the Health &amp; Safety department and contractor management aware of the decision to accept a single industry-wide orientation?</li> <li>Do we know how the current office and field supervisors will initially be notified of adopting CSO?</li> <li>Future staff and supervisors will the CSO is the only required health and safety orientation</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>External Communications Plan</b>			
<ul style="list-style-type: none"> <li>Orientation requirements will be communicated effectively to contractors and suppliers</li> <li>We have initiated changes with our Contractor Management registry provider</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Verification (at implementation time and any transition period)</b>			
<ul style="list-style-type: none"> <li>Is the company-specific orientation requirement removed or made optional from the registries?</li> <li>Is CSO the only general orientation required to access our company locations?</li> <li>Are contractors and suppliers aware of CSO adoption?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>