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| **Date:** | Click or tap to enter a date. | **Auditor Name:** | Click or tap here to enter text. |
| **Auditor ID:** | Click or tap here to enter text. | **Auditor Email:** | Click or tap here to enter text. |
| **Type of Auditor:** | Choose an item. | **Received & reviewed by (ESC Staff):** | Click or tap here to enter text. |

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| **Objective/Outcomes** |
| **Objective1:** Provide the auditor with requirements for registering audits on the new audit software.**Objective2:** Provide the auditor with requirements for conducting audits using the new audit software.**Objective3:** Provide the auditor with requirements with requirements for Auditor Notes, Strengths and Recommendations |
| **Outcomes:** Auditor is prepared to conduct and submit audit reports that meet ESC Standards.  |
| **Timeframe:** All Actions to be completed prior to auditor certification being finalized |
| **Submission:** Submit Completed form to CORInfo@EnergySafetyCanada.com  |

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| **Action Items** |
| 1. Watch the recorded sessions ‘[Employer Audit Registration’](https://www.energysafetycanada.com/COR/CORSECOR/COR-Audit-Software) and ‘[NEW COR Software -Auditor Audit Registration](https://www.energysafetycanada.com/COR/CORSECOR/COR-Audit-Software)’ to understand requirements for registering an audit. |
| 2. Watch the recorded session ‘[NEW COR Software – Conducting an Audit’](https://www.energysafetycanada.com/COR/CORSECOR/COR-Audit-Software) to understand the new COR Audit Tool use. |
| 3. Review the [SAC-PRO-052 Auditor Notes](https://www.energysafetycanada.com/EnergySafetyCanada/media/ESC/COR%20Materials%20-%20Standards/SAC-PRO-052-Auditor-Notes.pdf) standard to understand note requirements |
| 4. Review the [SAC-PRO-015 COR Audit Quality Assurance Review](https://www.energysafetycanada.com/EnergySafetyCanada/media/ESC/COR%20Materials%20-%20Standards/SAC-PRO-015-COR-Audit-Quality-Assurance-Review.pdf) to understand what is looked for when the audit is submitted for quality assurance review. |

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| **Completion Details** |
| 1. **Employer and Auditor Audit Registration**
 | **Yes** |[ ]  **No** |[ ]  **Click or tap to enter a date.**  |
| 1. **NEW COR Software – Conducting an Audit**
 | **Yes** |[ ]  **No** |[ ]  **Click or tap to enter a date.** |
| 1. **SAC-PRO-052 Auditor Notes Procedure**
 | **Yes** |[ ]  **No** |[ ]  **Click or tap to enter a date.** |
| 1. **SAC-PRO-015 COR Audit Quality Assurance Review Procedure**
 | **Yes** |[ ]  **No** |[ ]  **Click or tap to enter a date.** |