



2017 COR PROGRAM REPORT TO WORKSAFEBBC

March 29, 2018

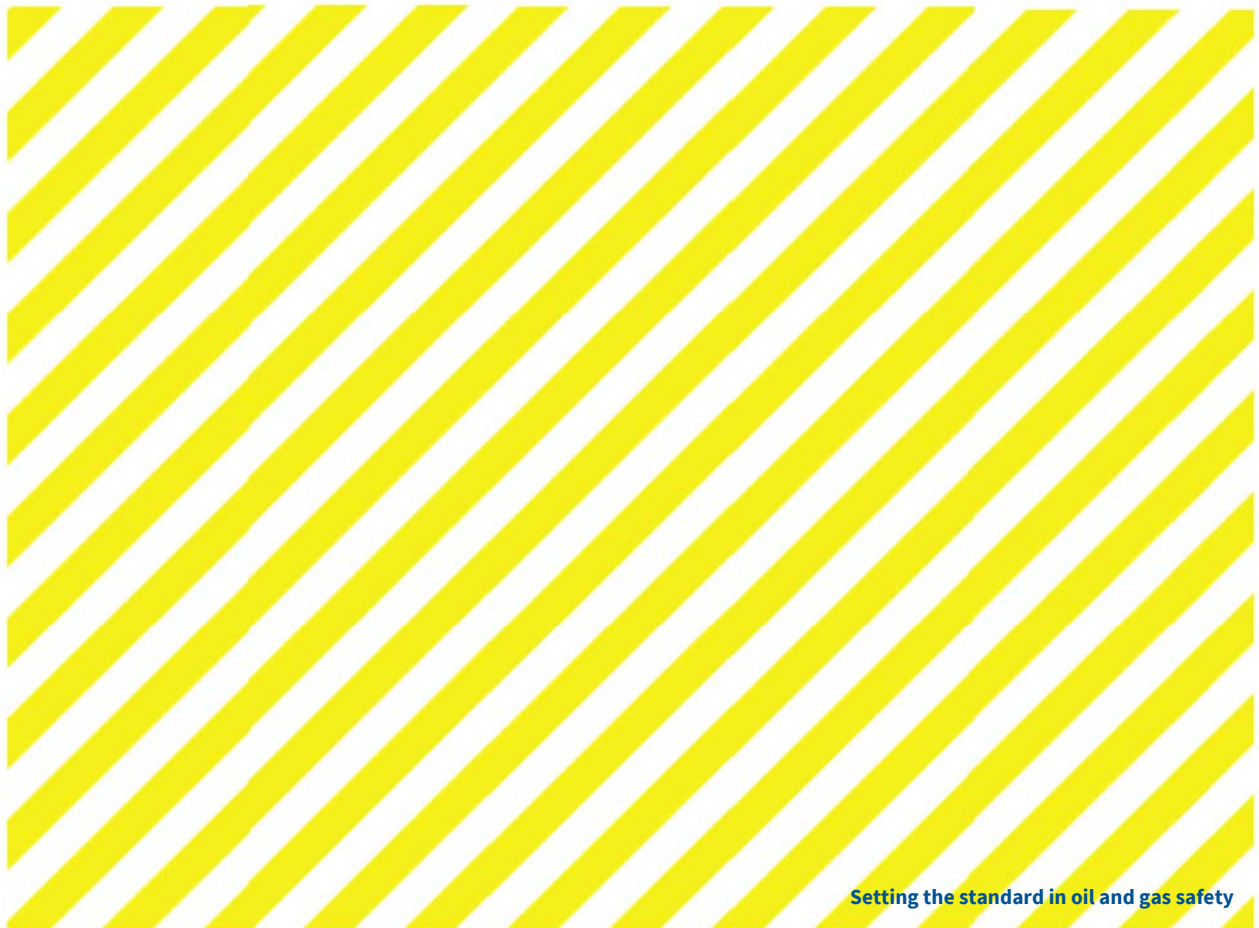




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1.0 EXECUTIVE SUMMARY

The Energy Safety Canada Safety Audits and Certifications (SA&C) department is pleased to present the following report which highlights our Certificate of Recognition (COR) service delivery achievements in British Columbia (B.C.) in 2017.

This report covers a year in which Energy Safety Canada (Energy Safety Canada) and Oil Sands Safety Association (OSSA) merged to become a new organization – Energy Safety Canada. The new organization is focused on creating standards to help industry arrive at one clear, simple and agreed-upon way of doing things. Energy Safety Canada’s goal is the same as industry’s – zero injuries, zero incidents.

Energy Safety Canada’s 2017 COR program highlights include:

- 1,476 Certificates of Recognition: 788 COR and 688 Small Employers Certificate of Recognition (SECOR)
- 199 Certified External Auditors
- 279 Certified Internal Auditors
- 1713 audit reviews
- 92 employers used the Action Plan process and saved on auditing costs
- 8 onsite audit reviews

Moving forward in 2018, Energy Safety Canada will share data analysis and safety expertise, and work to standardize safety rules to accelerate the improvement of safe work performance.

In 2017, we dedicated our resources to four primary areas:

1. COR Audit Protocol
2. Workshop Program
3. SECOR Audit Protocol Guidelines
4. Promotion of SECOR Online Submissions

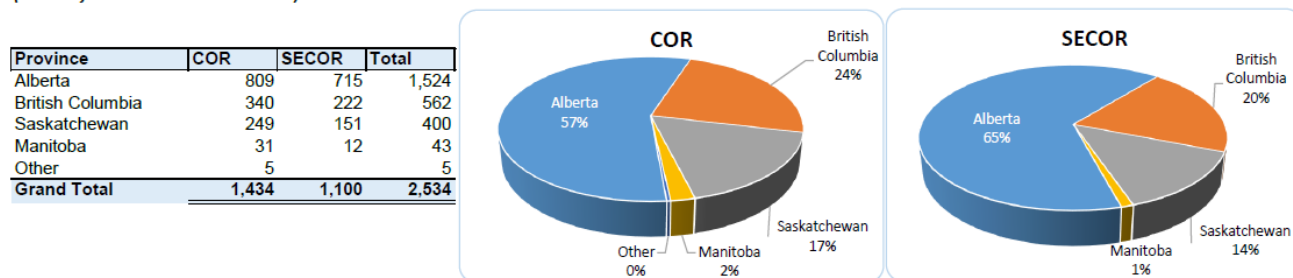
2.0 2017 KEY OPERATIONAL ACCOMPLISHMENTS

2.1 CERTIFICATE OF RECOGNITION PROGRAM

Participation in the Certificate of Recognition (COR) program remained steady in 2017. Despite ongoing economic challenges, industry continued to show dedication to safety through the implementation and maintenance of provincially compliant health and safety management systems which promote a proactive culture of safety in the workplace.

The following graphs show how these numbers compare to other provinces:

Fig 6.1: Number of companies with active COR and SECOR certification, by province, as at January 29, 2018.
(COR Certificate Count with 'Active' Status)



2.2 WORKSHOP PROGRAM

- A facilitator’s handbook was created that will guide SA&C staff who conduct workshops to deliver them in a consistent and efficient manner. The handbook includes process flows, work back schedules and evaluation. All Staff who deliver workshops must have completed the Instructional Skills Development training course and go through a co-teaching program prior to being able to perform workshops on their own.
- Energy Safety Canada developed and delivered 3 free workshops to SECOR holders in Fort St. John in Spring and Fall of 2017. The workshops covered 2 Formal Hazard Assessment sessions and one for SECOR Submissions (including information for both Online and Binder submissions).

2.3 YEAR 1 COR AUDIT PROTOCOL REVISIONS PROJECT

- Implement Year 1 of the 2-Year project plan for the COR Audit Protocol revisions.
- During 2017, SA&C staff who conduct reviews of the COR Audits worked together to revise the current COR Audit protocol to align with the governing bodies (Alberta, British Columbia, and Saskatchewan) most current versions of the COR Audit Standards. Energy Safety Canada developed a subcommittee

(industry and auditor representatives), to review and provide feedback into the changes being made to the COR Audit Protocol. In addition, a survey was sent out to the industry to make them aware of the changes coming and asked for their input on how they planned on addressing these new items to meet compliance. The feedback from both the subcommittee and survey results were included in the revisions.

- The revisions to the COR Audit Protocol were sent to the governing bodies in October 2017 and were approved for use on November 15, 2017 by all provinces.

2.4 SECOR AUDIT PROTOCOL GUIDELINES REVISIONS PROJECT

- Implemented revisions to the SECOR Audit Protocol guidelines. This included 3 different sub projects:
 - SECOR Online System Update
 - SECOR Assessor Guideline Update
 - SECOR External Audit Guideline Update
- The SECOR Online System required an update to reflect the updated SECOR guidelines and to make improvements to the system based on feedback from the SECOR assessors and the SA&C Reviewers. The SECOR External Audit guidelines were updated to match the updates completed to the SECOR Online and SECOR Assessor Guideline updates.
- The goal was to reduce review times, make expectations consistent between assessors and external auditors, and to increase the use of the online system which would also improve turnaround time and reduce shipping costs.
- All three projects ran congruently, and the changes were all launched on July 24, 2017, making the protocols available online to Assessors and External Auditors.



2.5 PROMOTION OF SECOR ONLINE AUDIT SUBMISSIONS

- Continue promoting SECOR Online Audit Submission, including workshops, seminars and promotional communications. This included one SECOR Online Submission workshop in Fort St. John in October of 2017.
- In 2017 our department promoted the SECOR Online System. A list of employers who submitted binders in 2016 was created and a script developed to contact at least 20% of the list employers. Sixty five employers were contacted by phone with 60 follow-up emails sent. The benefit to online submission is to save employers shipping costs, to improve turnaround times, and aiding in management of their binder documents. In general there was a positive response. The qualitative benefits also aligned with our company's long term corporate strategy. It also gave us an opportunity to build stronger relations with our stakeholders. Four employers committed to change from binder submission to online for 2017 and an additional 8 employers committed to submit online in 2018.
- There were 93 BC employers that submitted online in 2017.



3.0 BRITISH COLUMBIA OPERATIONS

Energy Safety Canada's Fort St. John office provides support to the COR program in BC by facilitating workshops related to the COR program, conducting audit reviews and providing direct support to clients with questions about the COR and SECOR programs and protocols.

For the 2017 Rebate Measurement Year, Energy Safety Canada COR and SECOR holders received close to \$2.4 million in WCB rebates through WorkSafeBC's Partners in Injury and Disability Prevention Program. The rebate dollar amounts for previous years are as follows:

Rebate Year – British Columbia	Rebate Dollar Amount
Year 2007	\$740,000.00
Year 2008	\$1,600,000.00
Year 2009	\$1,700,000.00
Year 2010	\$1,982,636.33
Year 2011	\$2,539,751.31
Year 2012	\$2,242,242.07
Year 2013	\$ 2,740,358.50
Year 2014	\$3,057,395.42
Year 2015	\$2,827,419.83
Year 2016	\$2,352,894.00
Grand Total	\$20,268,925.16



4.0 BRITISH COLUMBIA COMMITTEES

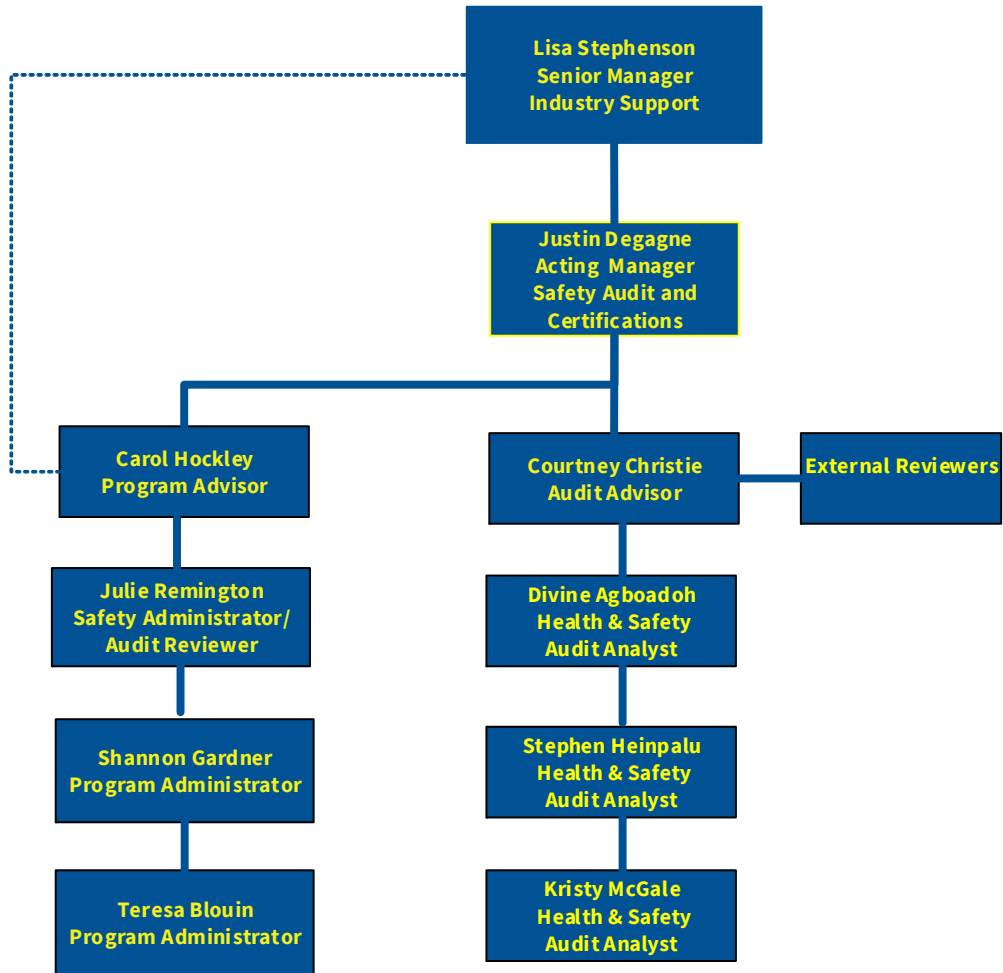
Energy Safety Canada receives direction and guidance on the COR program from the following committees:

WorkSafeBC Certifying Partner (CP) Group: The CP group brings together all of the industries that administer COR programs in British Columbia. Generally, the CP group meets quarterly and establishes sub-committees and/or working groups when required. In 2017, this committee did not meet.

Energy Safety Canada BC Advisory Committee: Initially formed in 2013, the Energy Safety Canada B.C. Advisory Committee delivers B.C.-based industry recommendations on performance improvement and how to enhance safety culture. The committee is comprised of both local and regional representatives of the six major oil and gas associations, local employer representatives and Energy Safety Canada staff. Committee members work in collaboration to formulate forward-thinking strategies to meet the goals, expectations and challenges facing workers in the upstream oil and gas industry in B.C. The committee met four times in 2017.

COR Standing Committee: In 2017, the committee met on November 2, 2017. The committee is made up of industry, employer and government representatives and was established to guide Energy Safety Canada on important COR initiatives, including audit protocol redevelopment. This committee meets annually during the last quarter of the year however the committee members requested that going forward that meetings occur quarterly.

5.0 SAFETY AUDITS AND CERTIFICATIONS DEPARTMENT STRUCTURE (CURRENT STATE)





6.0 PRIORITIES FOR 2018

- Conduct 8 Auditor/Employer Training Workshops
- Implement BC Marketing/Outreach Plan
- Implement Year 2 of the 2-Year project plan for the COR Audit Protocol revisions
- Revise the Health & Safety Committee's element of the COR Audit Protocol to ensure it aligns with legislation
- Finalize and implement a SECOR workbook that will assist employers in submitting audit paperwork that meets the audit protocol standard.



7.0 FINANCIAL STATEMENT

COR Revenue & Expenses	2017	
	Actual (12 months) (a)	Budget (12 months) (b)

Revenue:		
WorkSafeBC COR Funding	446,296	490,804
Interest Revenue		
Other Revenue (list individually)		
Total Revenue	446,296	490,804

Compensation Expense:		
Salaries	264,480	237,000
Benefits	48,918	49,000
Consultants & Contractors	65,759	50,000
Expense:		
Accounting & Legal Fees	2,000	2,000
Advertising & Sponsorships	7,585	
Board Expenses		
Building Maintenance & Repairs	17,000	17,000
Telecommunications & Freight	100	
Conference Registration and Meeting Expenses	341	7,000
Furniture & Equipment		300
Office Supplies	202	504
Property Taxes & General Insurance		
Publications & materials	1,757	5,000
Rent - Office	20,000	20,000
Technology	72,293	83,000
Training - Staff		
Travel	11,784	20,000
Miscellaneous		
Total Expenses	512,219	490,804