

# 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>Are legacy orientations (e.g. eGSO, PST, BST) or our own company-specific orientation grandfathered?</li><li>Is there a transition period where the CSO, a legacy orientation or our company-specific 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"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <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 know the CSO is the only required health and safety orientation?</li></ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<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"/> <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 registries?</li><li>Is CSO the only general-orientation required to access our company locations?</li><li>Are contactors and suppliers aware of CSO adoption?</li></ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>