



OWN YOUR SAFETY

KNOW Before You Dig!




How Does OWN Your Safety Help



OWN Your Safety's Utility Infrastructure Safety Solution (UISS) helps organizations IHSA's **COR™** certification process by improving its **COR™** elements regarding ground disturbance within their health and safety management system (HSMS). A **COR™** audit is a comprehensive review of a company's health and safety management system that includes a documentation review, observation techniques, and interviews with site personnel.

Implementing **UISS** will help the following **COR™** Audit Tool elements with respect to ground disturbance policies and procedures:


Health and Safety Policy

-  *UISS Tool Kit has all the required*
-  *Legal requirements*
-  *Management commitments*


Safe Work Practices

-  *Customizable industry best practices*




Safe Job Procedures

-  *UIA provides companies procedural direction that can be easily added to existing processes*




Company Rules

-  *Writing statements as it relates to discipline, enforcement and communications.*


Training & Communication

-  *Toolbox topics*
-  *Annual, orientations and continuing UIA education and training*
-  *Training matrix*






Workplace Inspections

-  *Public and private locate process and checklist*
-  *Above ground structure identification procedure*
-  *Corrective action and policy statements*




Investigations & Reporting

-  *Comprehensive damage investigation, reporting and lesson learned process*

Legislation

-  *Updated legislations*
-  *Rights and responsibilities of*
 -  *Management*
 -  *Field staff*
 -  *Excavator*

Health and Safety Committee

-  *Member selection suggestion*
-  *Inspection procedure*
-  *Quarterly review and talking points*

OWN Your Safety Can Improve Your Health and Safety Management Systems.



WHAT IS COR™?

The Certificate of Recognition (COR™) program is often required for contracts with both public- and private-sector construction projects *in Ontario*. For example, *some municipalities* expect their contractors to be registered with the COR™ program in order for them to qualify for bidding purposes.

WHAT IS INVOLVED?

Step 1. Complete and submit the COR™ Application Form to IHSA.

Step 2. Complete the mandatory training courses.

- ▲ A representative from senior management must complete one course.
- ▲ A permanent full-time employee must complete four courses.

Step 3. Complete and submit (with supporting documentation) a self-audit of the workplace.

Step 4. Arrange and successfully complete a third-party COR™ audit.

The COR™ Cycle

Once a workplace achieves **COR™**, it is valid for three years from the date of certification, provided the employer performs internal maintenance audits in the second and third years and complies with the terms and conditions of the COR™ program. A **Letter of Good Standing** verifies that the training elements and auditing standards are maintained each year.

Year 1. A third-party auditor validates that the workplace meets the COR™ standard.

Year 2. The workplace completes and submits a COR™ self-audit to validate that they continue to meet the standard.

Year 3. Same as year two.

Year 4. A third-party auditor validates that the workplace meets the COR™ standard.

