

# Alberta Construction Safety Association

## Frequently Asked Questions (FAQ's)

### What are the advantages of attaining a COR?

By implementing an effective Health and Safety Management System, you can reduce workplace incidents, lower WCB rates, and improve the overall efficiencies at your work site.

Maintaining a COR ensures ongoing review of an employer's Health and Safety Management System so that gaps can be identified and corrected. It also provides employers with an Alberta government-issued certificate recognizing their efforts to maintain a healthy and safe work place. And of course, having a COR qualifies employers for WCB premium refunds of up to 20 per cent.

### Can an employer earn a PIR rebate without having a COR?

No, an employer must be a COR-holder in order to be eligible for a PIR refund from the WCB. Learn more about Partnerships in Injury Reduction (PIR) at the [WCB website](#).

### What is a Certifying Partner?

The Alberta Government enters into formal partnerships with organizations that wish to take a leadership role in the promotion and development of workplace health and safety in Alberta. A Certifying Partner commits to provide health and safety training and other resources, auditor training and certification, and audit quality assurance required to issue employer Certificates of Recognition. The Certifying Partner for the construction industry is the Alberta Construction Safety Association (ACSA).

### Does it matter which Certifying Partner I choose?

There are benefits in selecting a Certifying Partner familiar with your industry. The construction industry pays a levy to the ACSA through their WCB premiums. Construction industries are considered automatic members with the ACSA. Refer to the [WCB Employer Fact Sheet](#) to see if your WCB industry code is a levy paying member to the ACSA. Employers not paying the levy through WCB can pay an [associate membership fee](#) to partner with the ACSA.

### Is it compulsory to have a COR?

The COR audit program is a voluntary program. There are no penalties if a company does not meet the minimum standard or chooses not to participate in the program, though COR status is required for employers to remain eligible for PIR refunds from the WCB, and for some companies who require it as a demonstration of a health & safety program for bidding on work.

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## Can I fix the date for my COR expiry?

Yes you can. COR audits must be performed when employers have active worksites that are representative of their operations. This leaves many employers with a narrow window of opportunity to conduct their annual audits, especially if the operation's activity levels are weather dependent.

Many of these employers must maintain their COR to bid work and do not want their COR to lapse. To avoid this, they schedule their recertification audits well before their COR expiry dates, to allow time for audit review and issuance of a new COR. Over time, this practice will lead to earlier and earlier recertification audits, to the point where some employers would not have active worksites.

The option to set a fixed COR expiry date allows an employer the opportunity to have their COR expiry date "fixed" in time. Once the date is set, an employer may conduct their recertification audit up to 60 days prior to this date without resetting their expiry date to match the actual audit date. This will allow sufficient time to ensure a new COR can be issued before the current COR expires.

Interested in fixing your COR date? Click here for the [Fixed COR Date application form](#).

## How do I amend an existing COR?

Simple changes to your company's COR (new legal name, WCB account number, or industry reclassification) will be processed by the WCB and notification of these changes will be sent to the ACSA.

However, fundamental changes to your company's operation may invalidate the original COR, since the certification audit would no longer be representative of the company's operation and/or management structure. Examples of changes that may warrant re-certification of your health and safety management system include:

- acquisition of another company
- merger with another company
- addition of another division with a different industry
- addition of new facilities or
- management restructuring

If your company has gone through a fundamental change, please download and fill in the [Employer Request to Amend an Existing COR](#) form and email it into the ACSA. Once the form is received by the ACSA, you will be notified if a re-certification audit is required or your existing COR can be extended to cover the changes.

## Who can I contact if I still have questions?

For further information on COR please contact ACSA's COR Reviewer Department at

[cor@youracsa.ca](mailto:cor@youracsa.ca) | Tel: 780.453.3311 | Toll Free: 1.800.661.ACSA