



Internal Auditor Training

What is Internal Auditor Training?

- A course designed for forest sector companies participating in the SAFE (Safety Accord Forestry Enterprise) Companies program
- Training that qualifies participants to conduct the internal BASE (basic audit safety evaluation) maintenance audits during the second and third year of SAFE certification
- Three-day training course ending with students submitting an internal audit conducted on their company for review. Course includes an overview of the SAFE Companies program and BASE audit tool as well as discussions on:
 - Preparing an audit (organizing audit activities and managing the internal audit process)
 - Conducting an audit (reviewing audit documentation, carrying out worker interviews and conducting worksite observations)
 - Processing and reporting audit results (processing data, generating a report and presenting findings)
 - Developing and implementing an effective Safety Management System for companies with 20 or more employees

Who is an Internal Auditor?

- A fully trained employee of a company or dependent contractor of a company with a combination of forest sector experience, health and safety experience and willingness to develop and apply audit skills
- Someone who measures and evaluates leadership; hazard and risk management; standards, procedures and work instructions; training, education and certification; health and safety communication systems; incident reporting and investigation systems; contractor systems; and prime contractor selection and management
- An integral part of the SAFE companies certification process who ensures large companies have met all the necessary requirements to maintain SAFE Company certification two and three years after initial certification

Background

- In 2004, the Forest Safety Task Force recommended industry implement uniform training and certification standards
- The Council, in conjunction with industry and WorkSafeBC, developed the SAFE Companies program as an initiative to support the development of employer safety programs, and annually audit and certify the effectiveness of safety management systems in all forestry operations

- Certified companies must maintain their certification by conducting audits two and three years after they were first certified
- In November 2006, the SAFE Companies program began accepting registrations
- By December 31, 2006, over 250 companies of all sizes throughout BC had registered and 16 successfully achieved certification

How to enroll?

- Visit www.bcforestsafe.org for the training calendar and online application.