



April 13, 2018

Comfor Management Services Ltd.
PO Box 788
Burns Lake, BC, V0J 1E0

Dear Frank Varga,

Re: 2018 Audit Results

Audit Date	February 13, 2018
Type of Audit	SEBASE Maintenance Verification
WorkSafeBC Employer ID	689700
WorkSafeBC Classification Unit	703008 - Integrated Forest Management
SAFE Certification #	5170050
WorkSafeBC 2018 OHS COR	Recommended
External Auditor	Mike Pottinger
Company Auditor	Frank Varga
Company Auditor's Training Expiry	SEOHS refresher training due by Apr 11, 2020
Audit Score	OHS: 26 / 26
Standard Achieved (minimum 80%)	Yes

This letter is to advise that Comfor Management Services Ltd. has successfully met their annual SAFE Companies audit requirements for 2018 based on the onsite verification audit. Please refer to the attached Executive Summary from the on-site visit and Corrective Action Log (CAL) which lists any questions with recommendations or continual improvement suggestions.

If the company has any change in size, ownership, business activities, name, WorkSafeBC account or classification(s), or contact information, please contact our office prior to your next audit.

Next Audit	2019 Maintenance Audit
Audit Due Date	April 7, 2019

Employers should note that the WorkSafeBC Certificate of Recognition (COR) requires the company auditor to have current training within the last three years and take **refresher** training every 3 years. Refresher training is available if taken before the due date listed above, otherwise the auditor must re-take the initial Small Employer OHS (SEOHS) training. Training information is listed on our website www.bcforestsafes.org. If the company is willing to forgo the COR incentive payment, then no further auditor training is required.

The WorkSafeBC COR incentive payment is issued annually by WorkSafeBC to eligible employers. In order to receive a COR incentive payment, an employer must:

- Be recommended to WorkSafeBC by the BC Forest Safety Council
- Use an eligible auditor to perform the audit
- Achieve a passing audit score
- Be in good standing with WorkSafeBC
- Have an active WorkSafeBC account at the time of the audit

The COR incentive payment, usually paid by WorkSafeBC in June of the year after the audit, is automatically calculated using an employer's assessable payroll and the base rate for the certified classification unit(s) for the audit and incentive year. Additional COR information can be found at <https://www.worksafebc.com/en/health-safety/create-manage/certificate-recognition>. The employer does not need to take any further action in order to receive the COR incentive payment for this audit once they have been recommended to WorkSafeBC.

If you have any questions, please contact us at 1-877-741-1060. We are here to help support industry continue to reduce fatalities and serious injuries.

Sincerely,

SAFE Companies Team
BC Forest Safety Council

Verification Results for Comfor Management Services Ltd. Executive Summary

This audit was conducted on February 13/2018 at 153 Francois Lake Drive, Burns Lake, and on the Fisher FSR, Decker Lake, and is where all observations, documentation review, and interviews occurred.

Findings of the last audit were validated with a verification audit score of 26 / 26 = 100%

Major company strengths were:

- Well documented safety program
- Excellent supervision

Areas for improvement were:

- Emergency response drill

6 out of 6 CAL item closure was supported by positive interview and documentation review.

Leadership is well engaged with the work force and in project planning.

Identified and managed site hazards included danger trees, industry road traffic, and heavy equipment.

Equipment observed was in good condition with no obvious defects that were not currently being addressed.

Workers and supervisor interviewed were oriented to the company and site and were able to describe hazards and control mechanisms.

Incident investigations were well done and included meaningful corrective actions.

Company manager and supervisor had written records of site briefings.

Injury Management was not included as was not eligible.

2018 Corrective Action Log

These comments or corrective actions are based on the quality assurance review by the BC Forest Safety Council.

Question	Item	Required Corrective Action	Person Responsible	By When	Completion Verified
Drill	Continual Improvement: The company should conduct and record an emergency response drill at least once per year.				
9B	Continual Improvement: The company should add Safe Work Procedures for Ergonomics to their inventory.				