



# Education & Training

SEMINARS • CONFERENCES • ON-SITES • eLEARNING

## 2008 Occupational Health & Safety Training



MAKING STANDARDS WORK FOR PEOPLE AND BUSINESS



# CSA Education & Training

CSA provides comprehensive training and educational tools to help individuals and organizations understand the technical and implementation requirements of standards. Through our global network of training offices, CSA can provide the information you need, where and when you need it.

## CSA Education & Training is provided through

- Seminars
- Conferences
- On-Site Seminars
- eLearning

## CONTENTS

- Occupational Health & Safety 2
- Business & Risk Management 11
- Electrical 11
- Emergency Management 12
- Fire Services 13
- Healthcare Training 13

## eLearning

CSA offers a catalogue of online courses, tools, and solutions. Learn and practice skills at your own pace, wherever you are in a cost effective manner.

Visit [www.csa.ca/solutions](http://www.csa.ca/solutions)

.....❖ Register online

Some course dates may change.

Check online for confirmed dates and times.

## OCCUPATIONAL HEALTH & SAFETY

### FALL PROTECTION FOR ENGINEERS IN COLLABORATION WITH SULOWSKI FALL PROTECTION & HIGH ENGINEERING CORPORATION

**Duration: 6 days** Visit us at [learningcentre.csa.ca](http://learningcentre.csa.ca) for more information

**NEW**

#### COURSE OVERVIEW:

The "Fall Protection for Engineers" workshop is six days (57 hours) of intensive, advanced studies in fall protection engineering and design. The workshop will emphasize practical industrial solutions in this complex field of safety engineering and will provide and grant participants a one year renewable license to use MS Excel spreadsheets provided by High Engineering Corp. The software includes many useful tools to analyse simple and complex vertical and horizontal lifeline systems. The course provides analytical techniques that are not available at post-secondary institutions or in textbooks and professional journals. Participants will learn about:

- Available fall protection technology
- Validity of the current 8 kN limit for the maximum arresting force
- Inherent hazards of arresting falls
- Various fall protection regulations
- CSA Z259 family of standards including the recent Z259.16 standard for the design of active fall protection systems
- Post-fall rescue

#### WORKSHOP FACILITATORS

Greg Small, P.Eng. (High Engineering Corp.) and Andrew C. Sulowski, P.Eng. (Sulowski Fall Protection Inc.). Both speakers are internationally recognized experts in fall protection with more than 55 years of combined experience who have trained several hundred engineers and other professionals in the physics of fall protection.

#### DATES & LOCATIONS:

**Mississauga** June 16 - 21, 2008

### ONE-DAY FALL PROTECTION TRAINING - FOR ON-SITE MANAGERS AND FOREMEN IN COLLABORATION WITH FALL PROTECTION GROUP INC.

**Duration: 1 day \$495**

#### COURSE OVERVIEW:

This training seminar engages and instructs workers, who use fall arrest equipment and systems, on the proper methods to help ensure safety. Companies can provide the best equipment on the market today, but without proper instruction on use and care by a competent trainer, accidents can and will happen. This one-day training event offers multimedia examples, partner checking and hands-on equipment exercises in addition to shift or personnel changes and lock and tag removal.

#### DATES & LOCATIONS:

<b>Mississauga</b>	August 19, 2008 October 21, 2008	<b>Fort McMurray Calgary</b>	November 18, 2008 December 9, 2008
<b>Vancouver</b>	September 16, 2008		

#### WHO SHOULD ATTEND:

- All safety professionals who undertake or retain others to design anchors, horizontal lifelines, fall arrest systems, select energy absorbers and calculate forces and clearance requirements

#### PREREQUISITE:

Although the course is intended for engineering professionals, a solid understanding of high school level physics and mathematics has allowed many non-engineers to properly comprehend the techniques taught in the seminar

#### COURSE MATERIALS INCLUDE:

- All participants will receive two manuals, two books and ten CSA Z259 standards. Participants who pass the exam will receive a certificate issued by the Canadian Standards Association that is valid for five years

#### WHO SHOULD ATTEND:

- Anyone who uses fall arrest equipment and systems

#### PREREQUISITE:

None

#### COURSE MATERIALS INCLUDE:

- Z259.1-05 PDF - Body belts and Saddles for Work Positioning and Travel Restraint
- Z259.2.1-98 PDF - Fall Arresters, Vertical Lifelines, and Rails
- Z259.2.2-98 (R2004) PDF - Self-Retracting Devices for Personal Fall Arrest Systems
- Z259.2.3-99 (R2004) PDF - Descent Control Devices
- Z259.10-06 PDF - Full Body Harness
- Z259.11-05 PDF - Energy Absorbers and Lanyards
- Z259.12-01 (R2006) PDF - Connecting Components for Personal Fall Arrest Systems
- Z259.13-04 PDF - Flexible Horizontal Lifeline Systems
- Z259.14-01 PDF - Fall Restrict Equipment for Wood Pole Climbing
- Z259.16-04 PDF - Design of Active Fall-Protection Systems

**OCCUPATIONAL HEALTH & SAFETY** *CONTINUED***TWO-DAY FALL PROTECTION TRAINING – FOR SUPERVISORS, OHS OFFICERS AND SAFETY PROFESSIONALS***IN COLLABORATION WITH FALL PROTECTION GROUP INC.***Duration: 2 days \$895****COURSE OVERVIEW:**

This comprehensive program works to educate managers and supervisors on effective approaches to protecting workers at risk from falls. Participants will discuss regulatory requirements and review the equipment and system standards in the area of fall protection - both current and upcoming. Group planning exercises, hands-on sessions, multimedia presentations and a detailed system analysis case study enhances learning. This program will provide the foundation for the development of a thorough fall protection program designed to ensure a safe work environment for those that work at heights.

**DATES & LOCATIONS:**

<b>Mississauga</b>	August 20 - 21, 2008 October 22 - 23, 2008 January 28 - 29, 2009	<b>Fort McMurray Calgary</b>	November 19 - 20, 2008 December 10 - 11, 2008 March 24 - 25, 2009
<b>Vancouver</b>	September 17 - 18, 2008 February 25 - 26, 2009		

**WHO SHOULD ATTEND:**

- Managers and supervisors with responsibility for employees and contractors who work at heights
- Workers who select and/or assemble their own fall arrest systems for different applications
- OHS&E Professionals

**PREREQUISITE:**

None

**COURSE MATERIALS INCLUDE:**

- Z259.1-05 PDF - Body belts and Saddles for Work Positioning and Travel Restraint
- Z259.2.1-98 PDF - Fall Arresters, Vertical Lifelines, and Rails
- Z259.2.2-98 (R2004) PDF - Self-Retracting Devices for Personal Fall Arrest Systems
- Z259.2.3-99 (R2004) PDF - Descent Control Devices
- Z259.10-06 PDF - Full Body Harness
- Z259.11-05 PDF - Energy Absorbers and Lanyards
- Z259.12-01 (R2006) PDF - Connecting Components for Personal Fall Arrest Systems
- Z259.13-04 PDF - Flexible Horizontal Lifeline Systems
- Z259.14-01 PDF - Fall Restrict Equipment for Wood Pole Climbing
- Z259.16-04 PDF - Design of Active Fall-Protection Systems

**ACCIDENT INVESTIGATION** *Based on CSA Z796***Duration: 1 day****COURSE OVERVIEW:**

Knowing exactly how and why an accident or injury occurred gives your team the vital information it requires to reduce risks through effective planning.

Accident investigation establishes the causes of incidents, and often leads to the development of enhanced work procedures or staff training, thereby reducing the risk of recurring incidents. This seminar, targeted at entry level OH&S personnel and generalists, provides an excellent introduction to the principles of Accident Investigation. New members of Joint Health and Safety committees, Facilities Managers and HR professionals will benefit from participating in this valuable workshop.

**WHO SHOULD ATTEND:**

- Joint Health and Safety Committee Members
- Human Resources Professionals
- Facility Managers
- Building Administrators
- Union Executives
- Occupational Health and Safety Practitioners
- All persons responsible for investigating workplace accidents

**PREREQUISITE:**

None

**COURSE MATERIALS INCLUDE:**

- Accident Investigation Resources CD

**On-Site Training Available**

To request a quotation please call 1-800-463-6727 or email seminars@csa.ca

**MORE FROM CSA**

- NEW! Online Subscription Service
- 2008 Product Catalogue
- 2008 Seminar Catalogue
- Register me for 'Keep Me Informed'

..... [www.csa.ca/solutions](http://www.csa.ca/solutions)





## RESPIRATOR FIT TESTING

**Duration: 1 day \$525**

### COURSE OVERVIEW:

This seminar provides an understanding of Respirator Fit Testing requirements in CAN/CSA Z94.4 including demonstrations of the essential steps for adequate wearing and comfort evaluation, examples of Fit Test methods, and guidance in registering and interpreting test results.

### DATES & LOCATIONS:

<b>Calgary</b>	September 24, 2008	<b>Mississauga</b>	February 13, 2009
<b>Winnipeg</b>	November 6, 2008		

### WHO SHOULD ATTEND:

- Occupational Health Nurses
- Safety Managers
- Industrial Hygienists
- OH&S Professionals
- Joint Health and Safety Committee Members
- Anyone responsible for managing all or part of a respiratory protection program and ensuring the health and safety of employees who use respiratory protection

### PREREQUISITE:

None

### COURSE MATERIALS INCLUDE:

- CAN/CSA-Z94.4-02 Selection, Use, and Care of Respirators

## RESPIRATORY PROTECTION

**Duration: 2 days \$895**

### COURSE OVERVIEW:

This course will provide attendees with an overview of the important requirements within the CSA Z94.4 - Selection Care and Use of Respirators. Also included is a respirator selection flowchart and the corresponding decision logic process, developed to assist users in selecting the appropriate respirator. Students will gain the knowledge on what you need to know to set up, maintain and manage your respirator program effectively in the workplace.

### DATES & LOCATIONS:

<b>Mississauga</b>	January 16 - 17, 2008	<b>Vancouver</b>	April 21 - 22, 2008
	March 27 - 28, 2008	<b>Halifax</b>	May 14 - 15, 2008
<b>Calgary</b>	February 12 - 13, 2008		

### WHO SHOULD ATTEND:

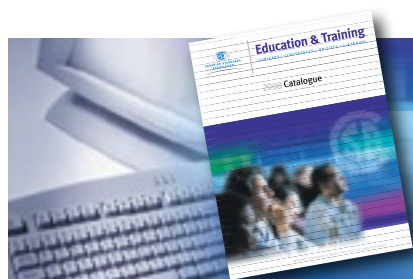
- Occupational Health Nurses
- Safety Managers
- Industrial Hygienists
- OH&S Professionals
- Joint Health and Safety Committee Members
- Anyone responsible for managing all or part of a respiratory protection program and ensuring the health and safety of employees who use respiratory protection

### PREREQUISITE:

None

### COURSE MATERIALS INCLUDE:

- CAN/CSA-Z94.4-02 Selection, Use, and Care of Respirators



## For complete course details

••••• Visit [www.csa.ca/solutions](http://www.csa.ca/solutions)

Some dates may change.  
Check online for confirmed dates and times.

**OCCUPATIONAL HEALTH & SAFETY** *CONTINUED***INSPECTING & MAINTAINING STEEL STORAGE RACKS***IN COLLABORATION WITH IAPA***Duration: 1 day \$535****COURSE OVERVIEW:**

This one-day course introduces participants to the inspection and maintenance sections of the new CSA User Guide for Steel Storage Racks. In the course, which refers to this guide and the new racking standard, participants will gain experience with:

- Recognizing general rack hazards
- Identifying key areas to check when inspecting racks
- Recognizing rack damage, such as damaged posts
- Gauging the severity of damage
- Understanding rack modifications and the need for pre-start reviews (PSRs); and
- Conducting a rack inspection through a comprehensive simulated exercise

Proper inspection and maintenance of steel storage racks can save lives and your company from prosecution and fines as well as costly property losses and downtime. Racking systems are worth your time and attention!

**WHO SHOULD ATTEND:**

- Supervisors and Managers of Plants, Warehouses and Maintenance Departments
- Health and Safety Personnel
- Others responsible for inspecting and maintaining racking systems

**PREREQUISITE:**

None

**COURSE MATERIALS INCLUDE:**

- A344.1-05/A344.2-05 User Guide for Steel Storage Racks/Standard for the Design and Construction of Steel Storage Racks
- CSST and ASTE publication, Prevention Guide, Safety of Pallet Racks

**DATES & LOCATIONS:**

<b>St. Catharines</b>	September 4, 2008	<b>Cambridge</b>	November 4, 2008	<b>Windsor</b>	November 27, 2008
<b>London</b>	September 16, 2008	<b>Peterborough</b>	November 6, 2008	<b>Winnipeg</b>	January 28, 2009
<b>Saint John</b>	September 25, 2008	<b>Mississauga</b>	November 13, 2008	<b>Burnaby</b>	February 18, 2009
<b>Calgary</b>	October 1, 2008	<b>Sault Ste. Marie</b>	November 20, 2008	<b>Edmonton</b>	March 18, 2009
<b>Ottawa</b>	October 16, 2008	<b>Vancouver</b>	November 27, 2008	<b>Halifax</b>	April 22, 2009

**SAFEGUARDING OF MACHINERY - BASED ON CSA Z432-04***IN COLLABORATION WITH IAPA***Duration: 1 day \$535****COURSE OVERVIEW:**

Machines are potentially hazardous due to moving parts, hydraulic and pneumatic systems, exhausts, chemicals and electrical circuits. It is estimated that workers in Canada suffer approximately 1800 critical injuries and more than 80 deaths per year associated with the operation and maintenance of machinery.

These statistics are particularly important in light of the amendment to the Criminal Code brought about by Bill C-45 which creates criminal liability for workplace accidents for directors, officers and corporate decision-makers as well as managers, supervisors and lead hands.

Our knowledgeable instructors will guide you through the CSA Z432-04 standard, discuss legal requirements and work with you to analyze the risk assessment element that is crucial to your effective operation.

**WHO SHOULD ATTEND:**

- Managers
- Supervisors
- Maintenance Workers
- Safety Professionals
- Engineers and Safety Committee Members working in an environment where machinery is operated
- Project Managers
- Purchasing Personnel

**PREREQUISITE:**

None

**COURSE MATERIALS INCLUDE:**

- CSA Z432-04 Safeguarding of Machinery

**DATES & LOCATIONS:**

<b>Cambridge</b>	September 19, 2008	<b>Ottawa</b>	November 13, 2008
<b>Saint John</b>	September 26, 2008	<b>Winnipeg</b>	January 29, 2009
<b>Calgary</b>	October 2, 2008	<b>Burnaby</b>	February 19, 2009
<b>Vancouver</b>	October 16, 2008	<b>Edmonton</b>	March 19, 2009
<b>Sudbury</b>	October 23, 2008	<b>Halifax</b>	April 23, 2009
<b>Mississauga</b>	October 31, 2008		
<b>London</b>	November 4, 2008		



## LOCKOUT – CONTROL OF HAZARDOUS ENERGY *BASED ON CAN/CSA Z460*

**Duration: 1 day \$495**

### COURSE OVERVIEW:

Every day, workers are exposed to hazards from industrial machines, equipment and processes. Organizations have an obligation to comply with applicable regulatory standards, establish methods for achieving a zero energy state and prevent the inadvertent startup of machines, equipment or processes in order to protect personnel. This has traditionally meant "Lockout".

In addition to traditional lockout methodology, CSA's Z460 standard provides for decision-making flexibility regarding hazardous energy control. "Other Methods", when used, are based upon risk assessment and application of the classic hazard control hierarchy.

Join us for this one-day technical workshop:

- Learn how CSA Z460 applies to many types of industrial machinery
- Share in sample lockout Policies and Procedures customizable to your facility
- Understand how to apply the decision matrix to the selection of other hazardous energy control methods
- Participate in case studies of Group Lockout and Complex Group Lockout situations, in addition to shift or personnel changes and lock and tag removal

### WHO SHOULD ATTEND:

- Plant Managers
- Joint Health and Safety Committee Members
- Maintenance Personnel
- Maintenance Supervisors
- Technicians
- Design Engineers
- OEM's
- Industrial Installation Contractors

### PREREQUISITE:

None

### COURSE MATERIALS INCLUDE:

- CAN/CSA Z460-05 – Control of Hazardous Energy – Lockout and Other Methods

### DATES & LOCATIONS:

<b>Mississauga</b>	September 26, 2008 March 6, 2009	<b>Burnaby</b>	November 7, 2008
--------------------	-------------------------------------	----------------	------------------

## POWER PRESS *BASED ON CAN/CSA Z142*

**Duration: 2 days \$895**

### COURSE OVERVIEW:

This technical seminar examines CSA Z142, Code for Power Press Operations, the CSA Standard that specifies the requirements for the design, manufacturing, installation, maintenance, operation and safeguarding of power presses. Join us to learn about the standard designed to help you achieve the objective of preventing injuries and accidents and enhancing the safety of your personnel who operate, set up and maintain power presses.

#### You will learn:

- Additional requirements for the various types of power presses – mechanical, hydraulic, and pneumatic – plus new technology related to these machines
- Harmonized requirements with US and international standards
- The latest thinking related to operator and equipment safety driven by the changing technology

### WHO SHOULD ATTEND:

- Safety Professionals
- Plant Managers
- Joint Health and Safety Committee Members
- Automation Professionals
- Maintenance Personnel
- Supervisors
- Trainers and Training Coordinators
- Electrical Contractors

### PREREQUISITE:

None

### COURSE MATERIALS INCLUDE:

- CAN/CSA-Z142-02 Code for Power Press Operation: Health, Safety, and Guarding Requirements

On-site delivery only. Contact us for details

CSA Standards • Application Tools • Education & Training

..... Visit  
[www.csa.ca/solutions](http://www.csa.ca/solutions)

OCCUPATIONAL HEALTH & SAFETY *CONTINUED***PRINCIPLES OF RISK ASSESSMENT***BASED ON ISO 14121: SAFETY OF MACHINERY - PRINCIPLES OF RISK ASSESSMENT***Duration: 1 day \$495****COURSE OVERVIEW:**

Risk Assessment is a critical element in the application of CSA standards in the area of machinery and robotics. The ISO 14121:2007 standard deals with risk assessment principles as they relate specifically to the safety of machinery. An understanding of these principles is a key element in the effective application of this important safety standard and preventing workplace injuries.

ISO 13849-1:2006 provides guidance for safety system designers and Engineers regarding what they need to understand in order to achieve levels of reliability that are deemed as being appropriate in the circumstance according to the risk assessment process. This information is imperative to those who are tasked with determining the behavior of machinery in the presence of faults or failure within the safety related control systems, subsystems, and subsystem elements.

These International standards provide guidance on the information required to effectively conduct risk assessment and reduce risk as it relates to machinery, protective measures, and safe use. Procedures are described for identifying hazards and estimating and evaluating risk. This one-day seminar is intended to help attendees understand the relationship between risk assessment and risk reduction as it relates to both the design and use of machinery.

**WHO SHOULD ATTEND:**

- Engineers
- Engineering Technicians
- Occupational Health and Safety Professionals
- Plant Managers
- Machinery Control System Designers
- Maintenance Managers
- Maintenance Electricians and Millwrights
- Technically Skilled Safety Professionals
- Personnel responsible for creating PSR Exemptions

**PREREQUISITE:**

None

**DATES & LOCATIONS:**

<b>Mississauga</b>	October 14, 2008 March 3, 2009	<b>Waterloo</b>	February 2, 2009
--------------------	-----------------------------------	-----------------	------------------

**OHSAS 18001 ESSENTIALS****Duration: 2 days \$895****COURSE OVERVIEW:**

This course will provide participants with a better understanding of the key requirements of the OHSAS 18001 Occupational Health and Safety specification, including how the planning for hazard identification, risk analysis, risk control, and OH&S legal and other requirements are linked with the other elements of the OH&S management system.

The course will cover all the core elements of an OH&S management system, from the OH&S policy, to planning, implementation and operation, checking and corrective action and management review, with the intent of achieving improved OH&S performance.

The course includes an overview of some of the concepts, processes and techniques available relating to hazard identification, risk assessment and risk control, and their significance within the OH&S Management System. The course includes exercises that foster a team-building learning environment, and provide a practical approach to understanding the requirements of OHSAS 18001. A general overview of how OHSAS 18001 differs from CSA Z1000 is also reviewed in the course.

**WHO SHOULD ATTEND:**

Individuals who have responsibility for developing, implementing, or supporting the implementation of their organization's Occupation Health and Safety Management System. This course is based on the Occupational Health and Safety Assessment Series (OHSAS) specification 18001:1999.

**PREREQUISITE:**

None. However, an understanding of general OH&S principles and practices, or relevant OH&S experience is desirable.

**COURSE MATERIALS INCLUDE:**

- OHSAS 18001:2007 Occupational health and safety management systems - Requirements

**DATES & LOCATIONS:**

<b>Atlanta</b>	August 25 - 26, 2008	<b>Halifax</b>	September 25 - 26, 2008	<b>Vancouver</b>	November 27 - 28, 2008
<b>Mississauga</b>	September 8 - 9, 2008	<b>Yellowknife</b>	October 14 - 15, 2008	<b>Markham</b>	December 1 - 2, 2008
	November 10 - 11, 2008	<b>Calgary</b>	October 20 - 21, 2008		
<b>Irvine</b>	September 15 - 16, 2008	<b>Cleveland</b>	November 17 - 18, 2008		
<b>Ottawa</b>	September 22 - 23, 2008				

## eLearning

CSA now offers a catalogue of online courses, tools, and solutions. Learn and practice skills at your own pace, wherever you are, in a cost-effective manner.

Please visit [learningcentre.csa.ca](http://learningcentre.csa.ca)





## OHSAS 18001 INTERNAL AUDITOR

**Duration: 2 days \$895**

### COURSE OVERVIEW:

This interactive course is primarily intended for individuals who may be involved in managing or participating in internal audits of their organization's OHSAS 18001 Occupational Health & Safety Management System. Through presentations and exercises based on examples of real life work situations, the course will take participants through the planning, execution and follow up stages of the internal audit process, as applied to OH&S management systems. This course will provide participants with the knowledge to evaluate the adequacy of an OH&S policy, and to audit the OH&S management system keeping in mind the organization's overall OH&S objectives and programmes. This course will cover internal audit terminology, principles, different types of audits, and their application based on ISO 19011:2002. At the end of this course, participants should be able to plan, prepare, conduct and report on OH&S management system audits in accordance with established audit criteria.

### WHO SHOULD ATTEND:

Individuals who will be responsible for conducting, managing or participating in internal audits of their organization's Occupational Health and Safety Management System based on the OHSAS 18001 standard.

### PREREQUISITE:

OHSAS 18001 Essentials course, or equivalent.

### COURSE MATERIALS INCLUDE:

- OHSAS 18001:2007 Occupational health and safety management systems - Requirements
- ISO 19011:2002 Guidelines for Quality and/or Environmental Management Systems Auditing

### DATES & LOCATIONS:

<b>Mississauga</b>	September 10 - 11, 2008	<b>Yellowknife</b>	October 16 - 17, 2008
	November 12 - 13, 2008	<b>Calgary</b>	October 22 - 23, 2008
<b>Ottawa</b>	September 24 - 25, 2008	<b>Markham</b>	December 3 - 4, 2008
<b>Halifax</b>	September 29 - 30, 2008		

## OHSAS 18001 LEAD AUDITOR

**Duration: 5 days \$1995**

### COURSE OVERVIEW:



This is an intensive, advanced level course, geared towards those who are, or will be, involved in third party (registration), second party (supplier), or first party (internal) Occupational Health and Safety System audits. This course briefly reviews the OHSAS 18001 standard and will give participants an appreciation of the importance of the hazard identification, risk assessment and risk control processes, and the legal and regulatory requirements, which are at the core of an effective OH&S management system. OH&S audit methodology is covered by way of a series of interactive exercises and examples which will require participants to work in groups on every stage of the audit process, from defining the audit objectives, roles and responsibilities, planning and preparing the audit, conducting and reporting the audit, and finally following up on any corrective actions. The course is designed to provide potential auditors of Occupational Health and Safety Management Systems with the knowledge, skills, principles and practices required for auditing an OHSAS 18001-based OH&S management system.

**NOTE:** This QMI training course is certified by RABQSA and delivered by CSA Education & Training.

### DATES & LOCATIONS:

<b>Vancouver</b>	July 21 - 25, 2008
	March 23 - 27, 2009
<b>Calgary</b>	November 24 - 28, 2008
<b>Mississauga</b>	December 8 - 12, 2008

### WHO SHOULD ATTEND:

Individuals who have an occupational health and safety background, an understanding of OH&S practices and management principles, and who wish to extend this knowledge to cover the concepts relating to the auditing and assessment of an organization's Occupational Health & Safety Management System based on the OHSAS 18001 Specification.

### PREREQUISITE:

OHSAS 18001 Essentials course, or equivalent. In addition, it is recommended that participants have an occupational health and safety background, and an understanding of relevant OH&S principles and practices.

### COURSE MATERIALS INCLUDE:

- OHSAS 18001:2007 Occupational health and safety management systems - Requirements
- ISO 19011:2002 Guidelines for Quality and/or Environmental Management Systems Auditing.



**COMING SOON!**

**Selected CSA Standards**  
Available for Mobile Devices!

..... Visit [www.csa.ca/solutions](http://www.csa.ca/solutions)

**OCCUPATIONAL HEALTH & SAFETY** *CONTINUED***OHSAS 18001 ROLE OF MANAGEMENT****Duration:** 1/2 day**COURSE OVERVIEW:**

This session is designed for Senior Management, Management Representatives, Auditors and others interested in a high-level overview of the OHSAS 18001 standard. This session addresses the fundamental requirements of the standard with a focus on the role of top management.

**On-Site Training Available**

To request a quotation please call 1-800-463-6727 or email seminars@csa.ca

**WHO SHOULD ATTEND:**

- Senior Management
- Management Representatives
- Auditors

**PREREQUISITE:**

OHSAS 18001 Essentials course, or equivalent

**COURSE MATERIALS INCLUDE:**

- OHSAS 18001:2007 Occupational health and safety management systems - Requirements

**Z1000 ESSENTIALS****Duration:** 2 days **\$895****COURSE OVERVIEW:**

The Z1000 Essentials two-day course has been developed to provide participants with a detailed overview of the requirements of the newly released consensus-based CSA Z1000-06 standard – Canada's National Standard for Occupational Health and Safety Management (as of October 17, 2006).

The Z1000 standard sets out the framework for an Occupational Health and Safety Management System (OHSMS) and follows the Plan-Do-Check-Act model that facilitates integration with the other management systems embraced by progressive organizations (e.g., ISO 14001, ISO 9001, etc.).

Developed with the participation of organized labour, management and government representatives, Z1000 is designed to help organizations improve their occupational health and safety performance, with the goal of preventing workplace injuries, illnesses and fatalities.

This Essentials course will provide participants with an opportunity to review Z1000 in detail, with a focus on the standard's "essential" requirements, as well as participate in practical exercises designed to help participants achieve a good understanding in developing an effective policy for health and safety in their organization.

**WHO SHOULD ATTEND:**

- Individuals who have responsibility for developing, implementing or supporting their organization's Occupational Health and Safety Management System and wish to acquire the knowledge and skills necessary to plan, lead and direct Z1000 implementation in their organization
- OH&S Professionals
- Managers & Supervisors of quality/OH&S/operations

**PREREQUISITE:**

None

**COURSE MATERIALS INCLUDE:**

- CSA Z1000:2006 Occupational health and safety management

**DATES & LOCATIONS:**

<b>Calgary</b>	September 18 - 19, 2008	<b>Winnipeg</b>	March 9 - 10, 2009
<b>Mississauga</b>	October 2 - 3, 2008	<b>Montreal</b>	November 17 - 18, 2008
	February 9 - 10, 2009		

**Did you know 5 workers die every workday\***

Your company can take action through a managed systems approach to reduce safety risks and injuries. CSA's z1000 OHMS standard can help.

\*Source - Centre for the Study of Living Standards -2005. 1097 workers died from work-related injuries and diseases in 2005.



## Z1000 INTERNAL AUDITOR

**Duration: 2 days \$895**

### COURSE OVERVIEW:

This interactive course is primarily intended for individuals who may be involved in managing or participating in internal audits of their organization's CSA Z1000 Occupational Health & Safety Management System. Through presentations and exercises based on examples of real life work situations, the course will take participants through the planning, execution and follow up stages of the internal audit process, as applied to OH&S management systems. This course will provide participants with the knowledge to evaluate the adequacy of an OH&S policy, and to audit the OH&S management system keeping in mind the organization's overall OH&S objectives and programs. This course will cover internal audit terminology, principles, different types of audits, and their application based on ISO 19011:2002. At the end of this course, participants should be able to plan, prepare, conduct and report on OH&S management system audits in accordance with established audit criteria.

### DATES & LOCATIONS:

<b>Edmonton</b>	September 29 - 30, 2008	<b>Winnipeg</b>	March 11 - 12, 2009
<b>Mississauga</b>	October 16 - 17, 2008	<b>Montreal</b>	November 19 - 20, 2008
	February 11 - 12, 2009		

### WHO SHOULD ATTEND:

Individuals who will be responsible for conducting, managing or participating in internal audits of their organization's Occupational Health and Safety Management System based on the CSA Z1000 Standard.

### PREREQUISITE:

CSA Z1000 Essentials course, or equivalent.

### COURSE MATERIALS INCLUDE:

- CSA Z1000:2006 Occupational health and safety management
- ISO 19011:2002 Guidelines for Quality and/or Environmental Management Systems Auditing

## Z1000 LEAD AUDITOR

**Duration: 5 days \$1995**

### COURSE OVERVIEW:

This is an intensive, advanced level course, geared towards those who are, or will be, involved in third party (registration), second party (supplier), or first party (internal) Occupational Health and Safety System audits. This course briefly reviews the CSA Z1000 standard and will give participants an appreciation of the importance of the hazard identification, risk assessment and risk control processes, and the legal and regulatory requirements, which are at the core of an effective OH&S management system. OH&S audit methodology is covered by way of a series of interactive exercises and examples which will require participants to work in groups on every stage of the audit process, from defining the audit objectives, roles and responsibilities, planning and preparing the audit, conducting and reporting the audit, and finally following up on any corrective actions. The course is designed to provide potential auditors of Occupational Health and Safety Management Systems with the knowledge, skills, principles and practices required for auditing a CSA Z1000-based OH&S management system.

### DATES & LOCATIONS:

<b>Vancouver</b>	September 22 - 26, 2008	<b>Montreal</b>	February 16 - 20, 2009
<b>Edmonton</b>	October 27 - 31, 2008	<b>Mississauga</b>	March 2 - 6, 2009

### WHO SHOULD ATTEND:

Individuals who have an occupational health and safety background, an understanding of OH&S practices and management principles, and who wish to extend this knowledge to cover the concepts relating to the auditing and assessment of an organization's Occupational Health & Safety Management System based on the CSA Z100 standard.

### PREREQUISITE:

CSA Z1000 Essentials course, or equivalent. In addition, it is recommended that participants have an occupational health and safety background, and an understanding of relevant OH&S principles and practices.

### COURSE MATERIALS INCLUDE:

- CSA Z1000:2006 Occupational health and safety management
- ISO 19011:2002 Guidelines for Quality and/or Environmental Management Systems Auditing.

For dates and locations visit us online at [learningcentre.csa.ca](http://learningcentre.csa.ca)

## Z1000 ROLE OF MANAGEMENT

**Duration: 1 day**

### COURSE OVERVIEW:

This session is designed for Senior Management, Management Representatives, Auditors and others interested in a high-level overview of the Z1000 standard. This session addresses the fundamental requirements of the standard with a focus on the role of top management.

On-site delivery only. Contact us for details

### WHO SHOULD ATTEND:

- Senior Management
- Management Representatives
- Auditors

### PREREQUISITE:

None

### COURSE MATERIALS INCLUDE:

- CSA Z1000:2006 Occupational health and safety management

## BUSINESS & RISK MANAGEMENT

### EFFECTIVE SOLUTIONS USING ROOT CAUSE ANALYSIS TECHNIQUES

**Duration: 2 days \$895**

#### COURSE OVERVIEW:

Business success is dependant on effective resolution of the quality, environmental and health and safety problems that present themselves every day. Identifying the causes of these problems and effectively eliminating or controlling the root causes can seem impossible at times. Often the same or similar problems continue to recur. Commonly used "root cause analysis techniques" for problem solving often fail to provide the desired results. The cost of recurring problems can easily get out of control.

ISO 9001, ISO 14001, OHSAS 18001, TS16949, and other management system standards require that an effective corrective and preventive action procedure be implemented.

#### An effective solution process will:

- Generate solutions that prevent recurrence of problems
- Identify root causes and solutions that are within your control
- Identify solutions that will meet your business goals and objectives

#### WHO SHOULD ATTEND:

- Senior Health, Safety, Quality and Environmental professionals
- Management System Representatives, Coordinators or Advisors

#### PREREQUISITE:

None

#### DATES & LOCATIONS:

Mississauga	September 29 - 30, 2008
Atlanta	November 19 - 20, 2008
Markham	December 2 - 3, 2008

## ELECTRICAL

### ARC FLASH – MEASURES FOR PREVENTION AND CONTROL

DEVELOPED BY SCHNEIDER CANADA SERVICES

**Duration: 1 day \$525**

#### COURSE OVERVIEW:



Also Available  
Online



As an employer, you have the legal duty to protect your workers from hazards. Arc flash is a potentially catastrophic event that can cause severe or fatal injuries and destroy equipment. CSA has worked with Schneider Electric to develop this one-day training course designed to assist organizations in preventing injuries and incidents associated with working on or near live electrical equipment, injuries resulting from electric shock and arc flash / arc blast.

#### Participants will gain knowledge of:

- The risks involved
- The safety regulations and procedures intended to control or eliminate these hazards
- Methods to select appropriate personal protective equipment for shock and arc flash
- Lockout of electrical equipment
- Grounding procedures
- Maintenance of personal protective equipment

#### WHO SHOULD ATTEND:

- Commercial and Industrial Electrical Maintenance and Construction Workers
- Plant Operations Personnel
- Occupational Health and Safety Professionals with an electrical background
- All personnel involved in performing electrical switching operations

#### PREREQUISITE:

None

#### COURSE MATERIALS INCLUDE:

- NFPA 70E: Standard Electrical Safety in the Workplace

#### DATES & LOCATIONS:

Mississauga	September 16, 2008	Montreal	October 15, 2008	Vancouver	October 29, 2008
	December 2, 2008	Calgary	October 20, 2008	Moncton	November 27, 2008
Hamilton	October 14, 2008	Edmonton	October 23, 2008		



## EMERGENCY MANAGEMENT

### EMERGENCY ELECTRICAL POWER SUPPLY FOR BUILDINGS

A MORE EFFECTIVE INSPECTION AND MAINTENANCE PROGRAM  
BASED ON THE NEW EDITION OF CSA C282

**Duration: 1 day \$525**

#### COURSE OVERVIEW:

Building owners and managers are responsible for ensuring public safety within their buildings in response to all types of risks and occurrences, as well as having responsibility for the safe and effective operation of their facilities.

A critical element of this operation is an Emergency Electrical Power Supply management program. Canadian Building Codes, Fire Codes and many Occupational Health and Safety regulations specify requirements for emergency lighting and operations in buildings. Cited most often in these documents and regulations is CSA C282 – Emergency Electrical Power Supply for Buildings.

The safety of both building occupants and emergency responders is dependent upon the ongoing operation of critical life-safety equipment, and this important workshop outlines the design and maintenance requirements necessary to help ensure the effective operation of your emergency electrical power supply in the event of a crisis leading to power failure.

#### Take one day to help ensure your program meets the requirements:

- Building Code specifications for “life safety” equipment
- Scheduling for testing and inspection
- Visual inspection of fuel
- Record keeping for maintenance, testing and inspection, all in line with recognized quality management system practices

#### WHO SHOULD ATTEND:

- Facilities Managers
- Building Operators
- Municipalities
- Health and Safety Managers

#### PREREQUISITE:

None

#### COURSE MATERIALS INCLUDE:

- C282-05 Emergency Electrical Power Supply for Buildings
- C282 Logbook-05

#### DATES & LOCATIONS:

Vancouver	September 22, 2008
Edmonton	October 20, 2008

### EMERGENCY PREPAREDNESS AND RESPONSE

BASED ON CAN/CSA-Z731

**Duration: 2 days \$1195**

#### COURSE OVERVIEW:



Business continuity and restoration are dependant on successful emergency management – including a fast and effective emergency response. CSA has developed the Z731 standard to help business and public organizations develop an emergency management program that will minimize the consequences of an emergency.

#### An effective Emergency Management Plan will:

- Promote the safety of workers, responders and the public
  - Reduce the potential for costly damage
  - Reduce environmental and other impacts
  - Assist emergency staff in initiating corrective actions
  - Reduce recovery time and associated costs
  - Ensure employee and public confidence in your organization’s ability to manage a crisis
- CSA’s two-day seminar on Emergency Preparedness and Response will guide participants through the requirements for an effective plan, with the use of CAN/CSA Z731-03 – a National Standard of Canada - and case studies and exercises designed to maximize understanding.

#### WHO SHOULD ATTEND:

- Site and Operations Managers
- Health, Safety and Environmental Managers
- Safety Professionals
- Those responsible for the security and continued operation of their business

#### PREREQUISITE:

None

#### COURSE MATERIALS INCLUDE:

- CAN/CSA Z731-03 Emergency Preparedness and Response
- 30 day access to Response Ready Simulation Tool

#### DATES & LOCATIONS:

Vancouver	September 23 - 24, 2008
Halifax	November 3 - 4, 2008
Mississauga	February 9 - 10, 2009

COMING SOON

NEW Z1600 - Emergency Management and Business Continuity Standard

## FIRE SERVICES

### QUALITY BREATHING AIR SYSTEMS - A ONE-DAY TRAINING PROGRAM FOR SCBA PROGRAM ADMINISTRATORS IN THE FIRE SERVICE

PART OF A RESPIRATORY PROTECTION PROGRAM BASED ON CAN/CSA Z94.4 & Z180.1

**Duration: 1 day \$445**

#### COURSE OVERVIEW:

The quality of breathing air and maintenance of SCBA equipment is a critical aspect of any respiratory protection program. For the Fire Service, SCBA use and re-filling of cylinders is often a daily event.

The importance of providing good quality breathing air for use in SCBA's requires an understanding of the installation, inspection and maintenance of breathing air compressors. The inspection and safe filling of air bottles must be part of an effective respiratory protection program.

To assist fire departments in meeting their obligations under the Occupational Health and Safety Act, CSA has worked in collaboration with members of the Ontario Fire Service, Office of the Fire Marshal and the Fire Service Section 21 Committee to develop a one-day training session for fire department SCBA Administrators.

**Join us for this one-day training event and leave with a better understanding of:**

- The duties of a SCBA program administrator
- Related standards and legislation
- What comprises a compressed breathing air system
- Critical compressor installation issues
- What to look for when visually inspecting different types of cylinders
- Important considerations for the operation of compressors and filling stations
- Procedures and elements of air quality sampling and analysis tests

#### WHO SHOULD ATTEND:

- SCBA Administrators

#### PREREQUISITE:

None

#### COURSE MATERIALS INCLUDE:

- CAN/CSA-Z94.4-02 Selection, Use, and Care of Respirators
- CAN/CSA-Z180.1-00 Compressed Breathing Air and Systems

#### DATES & LOCATIONS:

<b>Ottawa</b>	December 5, 2008 March 20, 2009
<b>Mississauga</b>	February 5, 2009

## HEALTHCARE TRAINING

### FUNDAMENTALS OF INFECTION CONTROL DURING CONSTRUCTION, RENOVATION OR MAINTENANCE OF HEALTHCARE FACILITIES

BASED ON CSA Z317.13

**Duration: 1 day \$525**

#### COURSE OVERVIEW:

Construction, renovation and maintenance activities are a significant cause of potentially fatal infections for the occupants of any healthcare facility. CSA's new standard on Infection Control during Construction, Renovation or Maintenance of Healthcare Facilities addresses measures necessary to help control the risk. With the release of the 2007 edition of the standard, seminar participants will receive the most recent requirements in this dynamic field.

The seminar has been developed for Construction Managers, Infection Prevention and Control personnel, Occupational Health and Hygiene Professionals, Maintenance Managers and Construction Superintendents in healthcare facilities. Part I addresses the content of the standard including:

- Risk factors and sources of healthcare facilities infections
- Effective procedures during construction, renovation and maintenance
- Infection prevention and control measures for renovation projects
- Infection prevention and control measures for new construction projects

#### WHO SHOULD ATTEND:

- Architects
- Engineers
- Commissioning Teams
- Construction Managers
- Contractors, Subcontractors, Construction Managers or Tradespersons
- Infection Prevention and Control Personnel
- Planning and Project Managers
- Facility and Maintenance Managers in Healthcare Environments
- Medical and Nursing Staff
- Occupational Health and Hygiene Professionals
- Risk Managers

#### PREREQUISITE:

None

#### COURSE MATERIALS INCLUDE:

- CAN/CSA-Z317.13-007 Infection Control During Construction or Renovation of Healthcare Facilities

#### DATES & LOCATIONS:

<b>Edmonton</b>	September 26, 2008	<b>St. John's</b>	December 1, 2008
<b>Mississauga</b>	October 1, 2008	<b>Kingston</b>	January 29, 2009
	November 25, 2008	<b>Vancouver</b>	February 4, 2009
	March 4, 2009	<b>Toronto</b>	February 23, 2009
<b>Winnipeg</b>	October 2, 2008	<b>Calgary</b>	March 25, 2009
<b>Ottawa</b>	November 18, 2008		



## PRACTICAL APPLICATIONS IN INFECTION CONTROL DURING CONSTRUCTION, RENOVATION OR MAINTENANCE OF HEALTHCARE FACILITIES

**Duration: 1 day \$525**

**NEW**

### COURSE OVERVIEW:

The new course builds on the foundation established in the information presented in the "Fundamentals of Infection Control during Construction or Renovation in Healthcare Facilities" seminar. This seminar has been developed for individuals who have a program for Infection Control during Construction, Renovation & Maintenance in place and are looking to update to the newest requirements in healthcare facilities who have already attended the CSA seminar based on the 2003 edition of the standard. This advanced course addresses the content of the standard including:

- Real life application of the standard
- Effective procedures during construction, renovation and maintenance
- Tools of the trade that are available to help health care facilities through construction
- What to do when things go wrong
- New thinking in the field of infection prevention and control measure for new construction projects or significant additions

### DATES & LOCATIONS:

<b>Halifax</b>	September 29, 2008	<b>Ottawa</b>	November 24, 2008
<b>Mississauga</b>	September 30, 2008	<b>St. John's</b>	December 2, 2008
	October 29, 2008	<b>Kingston</b>	January 30, 2009
	November 26, 2008	<b>Vancouver</b>	February 5, 2009
	March 5, 2009	<b>Toronto</b>	February 24, 2009
<b>Winnipeg</b>	October 3, 2008	<b>Calgary</b>	March 26, 2009

### WHO SHOULD ATTEND:

- Architects
- Engineers
- Commissioning Teams
- Contractors, Subcontractors, Construction Managers or Tradespersons
- Infection Prevention and Control Personnel
- Planning and Project Managers
- Facility and Maintenance Managers In Healthcare Environments
- Medical and Nursing Staff
- Occupational Health and Hygiene Professionals
- Risk Managers

### PREREQUISITE:

Fundamentals of Infection Control during Construction, Renovation or Maintenance of Healthcare Facilities

### COURSE MATERIALS INCLUDE:

- CAN/CSA-Z317.13-07 Infection Control During Construction or Renovation of Healthcare Facilities in Healthcare Facilities

## SPECIAL REQUIREMENTS FOR HEATING, VENTILATION AND AIR CONDITIONING IN HEALTHCARE FACILITIES BASED ON CAN/CSA Z317.2

**Duration: 1 day \$525**

### COURSE OVERVIEW:

The ongoing supply of dependable indoor air quality is a critical health consideration, both to facility staff as well as the sick, infirm, and injured patients, who may be particularly susceptible to airborne infections and allergic reactions. Inadequate indoor air quality can complicate their care and necessitate extended hospital time.

This one-day course examines the requirements necessary to help ensure adequate indoor air quality in healthcare facility design, construction, and operation. CSA Standard Z317.2 provides criteria for the aspects of HVAC systems that are particular to healthcare facilities, and includes more stringent requirements – above and beyond those generally applied in designing, constructing and operating traditional HVAC systems.

### DATES & LOCATIONS:

<b>Mississauga</b>	January 14, 2008	<b>Halifax</b>	May 8, 2008
	April 15, 2008	<b>Calgary</b>	June 12, 2008
<b>Vancouver</b>	February 19, 2008		

### WHO SHOULD ATTEND:

- Healthcare Facility Managers
- Healthcare Planners
- Construction Project Managers
- Contractors
- Mechanical Design Engineers
- Healthcare Maintenance Managers
- Architects
- Infection Control Specialists
- All those involved in the maintenance and operation of facilities servicing patients and those who might be immuno-suppressed

### PREREQUISITE:

None

### COURSE MATERIALS INCLUDE:

- CAN/CSA-Z317.2-01 (R2006) Special Requirements for Heating, Ventilation, and Air Conditioning (HVAC) Systems in Healthcare Facilities

## FREE CSA Standards Catalogue

Available *online!*

..... [www.csa.ca/solutions](http://www.csa.ca/solutions)



**HEALTHCARE** *CONTINUED***MANAGING ESSENTIAL ELECTRICAL SYSTEMS IN HEALTHCARE FACILITIES**  
*AS RELATED TO STANDBY GENERATORS***Duration: 1 day \$525****COURSE OVERVIEW:**

Healthcare facilities are highly dependent on reliable sources of electrical power as emergencies can arise at any time. Healthcare facility owners and managers are responsible for ensuring public safety within their buildings at all times, regardless of external conditions. In addition, they are charged with ensuring the safe and efficient operation of equipment and facilities at all times. A critical element in healthcare facilities is the essential electrical system.

Several codes and regulations across Canada specify the requirements for essential electrical systems in healthcare buildings. The most referenced standards for these codes and regulations are CAN/ CSA C282-05 "Emergency Electrical Power Supply for Buildings" and CSA Z32-04 "Electrical Safety and Essential Electrical Systems in Healthcare Facilities".

The lives of patients and staff in residence as well as the safety of building occupants and emergency responders are dependant upon the ongoing safe and dependable operation of critical life-safety equipment. This important workshop outlines the design and maintenance requirements necessary to help ensure the effective operation of your essential power system in the event of power failure.

**WHO SHOULD ATTEND:**

- Facility Managers
- Operations Managers
- Administrators responsible for Physical Plant
- Building Operators
- Health and Safety Managers
- Risk Managers
- Testing Agencies
- Service Contractors

**PREREQUISITE:**

None

**COURSE MATERIALS INCLUDE:**

- C282 Logbook-05
- CAN/CSA C282 Emergency Electrical Power Supply for Buildings

**DATES & LOCATIONS:**

<b>Mississauga</b>	January 16, 2008	<b>Toronto</b>	March 28, 2008
--------------------	------------------	----------------	----------------

*Canadian Standards Association and Ontario Safety Association for Community & Healthcare present:*

**Healthcare Safety Forum***Putting Safety First*

Join us for two days of comprehensive information on building a culture of safety and linking it to quality care. Designed for healthcare and safety professionals, patient safety officers, managers, joint health and safety committee members, provincial government organizations and anyone committed to preventing injuries and illness in a health or community care setting.

**CONFERENCE:**

March 2009  
Toronto Airport Hilton  
Mississauga, ON

**OPTIONAL WORKSHOPS:**

March 5, 2008





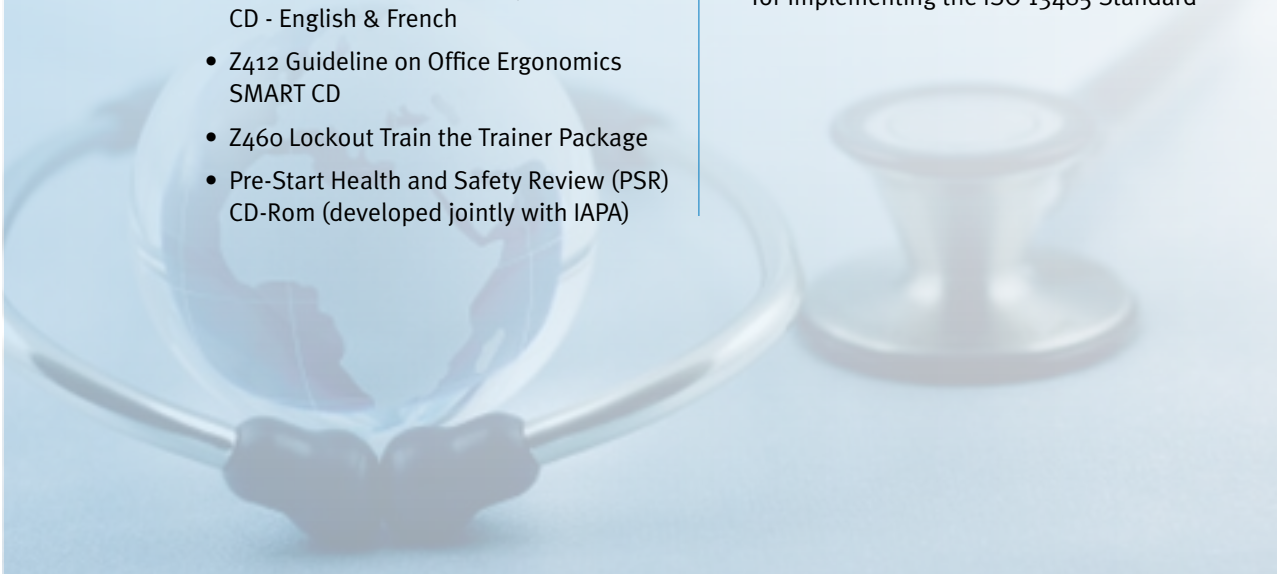
## PLUS PRODUCTS

### OHS Tools

- PLUS 1156 Fall Arrest Systems - Practical Essentials - English
- PLUS 1156 Fall Arrest Systems - Practical Essentials - French
- Z434-03 Robot Safety DVD Package
- Z94.4 Selection, Use and Care of Respirators Smart CD (English)
- Z94.4 Selection, Use and Care of Respirators CD ROM Intelligent (French)...needs to be translated
- Z1000 OHS Management System Smart CD - English & French
- Z412 Guideline on Office Ergonomics SMART CD
- Z460 Lockout Train the Trainer Package
- Pre-Start Health and Safety Review (PSR) CD-Rom (developed jointly with IAPA)

### Healthcare Tools

- PLUS 14971 (2007) Practical Handbook for Implementing ISO 14971
- Standards for Medical Devices
- PLUS 317 (2000) Guidelines for Elementary Assessments of Building Systems in Healthcare
- PLUS 1112 (2004) Guideline for Infection Prevention and Control in Office-based Healthcare and Allied Services
- Z318 (2005) Commissioning of Healthcare Facilities SMART CD PLUS 13485 Handbook for Implementing the ISO 13485 Standard





CSA has over **3,000** solutions  
to help you create a *better future*.



**Standards | Application Tools | Education & Training**



**CANADIAN STANDARDS  
ASSOCIATION**

*Making Standards Work for People and Business*

**[www.csa.ca/solutions](http://www.csa.ca/solutions)**

Whatever you're planning, designing or building, we provide guidelines, tools and training you need.

CSA offers more than 3,000 standards and standards-related products and services. Standards, from single copies to a complete library, are available in printed or electronic formats. Convenient tools that utilize the latest technology to make understanding and applying our standards faster and easier. And valuable, informative seminars and conferences that help enable you and your staff to understand and implement them.

From OH&S and Emergency Management to Bridge Structures and Playground Equipment, our job is to make standards work for everyone. Commitment, assurance, prevention, sustainability, globalization...it's what being a total solutions provider is all about.

# Registration Form

REGISTER ONLINE AT [LEARNINGCENTRE.CSA.CA](http://LEARNINGCENTRE.CSA.CA) OR MAIL/FAX THIS FORM TO:

## CSA Education & Training

5060 Spectrum Way, Suite 100, Mississauga, ON L4W 5N6  
1-800-463-6727 Fax: 416-747-2510

Register  
**online@**

[learningcentre.csa.ca](http://learningcentre.csa.ca)

1-800-463-6727

[seminars@csa.ca](mailto:seminars@csa.ca)

### REGISTRATION FEE

Includes continental breakfast, lunch and seminar materials.

- Canadian residents add 6% GST.
- Quebec residents add 7.5% TVQ.
- Maritime residents (NB, NS, NL) are subject to a 14% HST in lieu of the 6% GST.

### DISCOUNTS

CSA Sustaining Members will be given a 10% reduction.

Early-bird pricing available; contact us for details.

### CANCELLATION/SUBSTITUTION AND TRANSFER POLICIES

Cancellation requests received more than 14 calendar days before the start date of the course will receive a full refund minus a \$100 administration fee. Cancellation requests received within the 14 calendar days prior to the course start date will be non-refundable.

Substitutions will be permitted at any time prior to the start of the course. Please ensure that the substitute student has met the prerequisite requirements, if any.

Payments must be received before the seminar. CSA reserves the right to cancel any seminar and will, in such event, fully refund all registration fees. No liability is assumed by the organizers for changes in seminar dates, content, speakers or venue.

### TIMES

The Lead Auditor courses start at 8 a.m. and normally run up to 6:30 p.m. (Mon – Thurs) and 8 a.m. to 3 p.m. (Friday) with an examination. Please check online for other course timings.

Name: \_\_\_\_\_

Company: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_

Tel.: \_\_\_\_\_ Fax: \_\_\_\_\_

Confirmation and other correspondence are issued via email. Please include your email address on this form.

Email: \_\_\_\_\_

Course Name: \_\_\_\_\_

Course Location: \_\_\_\_\_ Course Date: \_\_\_\_\_

### Important Note:

**If you are registering for either an Internal Auditor or a Lead Auditor course, have you met the prerequisites?** ☐ Yes ☐ No

For Auditing courses, there is a prerequisite that the registrant must have an adequate knowledge and understanding of the requirements of the relevant standards, gained through training and/or experience. If you are registering for any of these courses, you must confirm that you meet the defined prerequisites.

### METHOD OF PAYMENT (PLEASE ADD TAXES AS APPLICABLE):

☐ American Express ☐ VISA ☐ MasterCard

☐ Cheque Enclosed (payable to the Canadian Standards Association)  
(GST#R119441681; TVQ #100601736)

☐ Please invoice (P.O.No. Required) \_\_\_\_\_

Card Number \_\_\_\_\_ Expiry \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

### MY PAYMENT AMOUNT IS

Fee \$ \_\_\_\_\_

Minus \$ \_\_\_\_\_ applicable discount

Plus \$ \_\_\_\_\_ applicable taxes

**TOTAL** \$ \_\_\_\_\_

U.S. Customers may pay the equivalent in U.S. funds.

Please view our Privacy Statement at [www.csagroup.org/legal/](http://www.csagroup.org/legal/). We will use the information provided to process your seminar registration and send you additional information about our courses, products and services. You may remove your name from CSA Group promotional and newsletter mailing lists at any time by completing the "Opt Out" form at [www.csagroup.org/legal/](http://www.csagroup.org/legal/) or by calling 1-800-463-6727 or 416-747-4017.

For more information on Education & Training or to register online, visit us at [learningcentre.csa.ca](http://learningcentre.csa.ca), call 1-800-463-6727 or email [seminars@csa.ca](mailto:seminars@csa.ca)

#### Toronto

T (416) 747-4017  
F (416) 747-2510  
[sales@csa.ca](mailto:sales@csa.ca)

#### Montreal

T (514) 428-2418  
F (514) 694-5001  
[easternsales@csa.ca](mailto:easternsales@csa.ca)

#### Edmonton

T (780) 490-2007  
F (780) 490-2059  
[westernsales@csa.ca](mailto:westernsales@csa.ca)

#### Vancouver

T (604) 244-6652  
F (604) 244-6508  
[pacificsales@csa.ca](mailto:pacificsales@csa.ca)



# CSA Making standards *work* for you

## Standards & So Much More!

CSA's reputation as a leading standards development organization dates back almost 90 years. As an independent, not-for-profit membership association, we publish over 3,000 standards in a wide range of subject areas, but that's only part of the picture. We also offer a full suite of services and solutions that help you understand and apply standards so you can achieve the most value from standards implementation.

## Support Tools and Services

CSA offers practical handbooks, guides, self-assessment checklists, electronic tools, smart standards – plus convenient access to a wealth of standards-related training resources. Many of our products can be customized to your unique requirements.

..... [www.csa.ca/solutions](http://www.csa.ca/solutions)



**CANADIAN STANDARDS  
ASSOCIATION**

---

5060 Spectrum Way, Suite 100,  
Mississauga, ON L4W 5N6