



Northern Safety Network Yukon Internal Auditor FAQ

1. Is there a pre-requisite to the Internal Auditor course?

Yes, the Principles of Health & Safety Management course must be completed before taking the Internal Auditor Training. This course can be done in the classroom or online.

2. Who can be the Internal Auditor for the company?

The Internal Auditor for the company must be a full-time Yukon site employee.

3. How do I achieve my Internal Auditor certification?

You must achieve a minimum of 80% in the classroom theory. You must then submit a student audit that meets minimum standards within 3 months of completing the classroom course. Once your audit is reviewed and approved you will be issued with an Internal Auditor certificate which is valid for 3 years.

4. How do I maintain my Internal Auditor certification?

An annual internal audit must be submitted to NSNY for approval in order to maintain certification (with exception of the year in which an external audit is required for the employer). It is the sole responsibility of the auditor to maintain certification.

5. Is there a recertification option for the Internal Auditor course?

Yes, there is a recertification option subject to NSNY approval. If you have been submitting annual internal audits that have been meeting the standards you could qualify to challenge the Internal Auditor exam as your recertification option. Please contact the NSNY office to find out if you are eligible.

6. Can my qualifying student audit also be my company's annual internal audit for their COR certification?

Yes, you must first contact NSNY for prior approval before beginning the audit. If your company's internal audit is due within the 3 months that you have to complete the student audit this may be an option for you.

7. Do I need to submit a pre-audit checklist for a student audit?

Yes, a pre-audit checklist must be submitted to NSNY for a student audit for approval prior to beginning the audit.

8. Can a NSNY trained external auditor carry out an internal audit for my company?

The employer can submit a request to NSNY to contract a NSNY endorsed external auditor to assist with carrying out the internal audit, however the employer must still ensure that they have a person on staff with a valid internal auditor certificate to meet the requirements for COR. The company's internal auditor must also be present for the audit and sign off on the document.

9. Who can I contact if I still have questions?

For further information on Internal audits or on the COR program, please contact the NSNY COR Coordinator at 867-633-6672 or cor@yukonsafety.com