

AgSafe COR WORKPLAN 2018

Project Title:	COR External Auditor Refresher Training
Project Goal/ Expectation:	1. Conduct external auditor refresher training.

Activity	Inputs	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
<i>Develop the scope of the external auditor refresher training</i>	<i>COR Manager</i>	<i>Jan - Mar</i>	<i>COR Manager</i>	<i>Clear and concise scope of project and tool functionality</i>	
<i>Source a suitable facilitator</i>	<i>COR Manager</i>	<i>Apr - May</i>	<i>COR Manager</i>	<i>Suitable facilitator identified and contracted</i>	
<i>Train External Auditors</i>	<i>Facilitator</i>	<i>June</i>	<i>COR Manager</i>	<i>All external auditors completed refresher training</i>	
<i>Refresher Certification Provided</i>	<i>COR administrator</i>	<i>July</i>	<i>COR Manager</i>	<i>All External Auditor Training Records up to date and certificated issued</i>	

OUTCOME #1 WORKPLAN Measurement (Evaluation)			
Outcome Indicators	Data Collection	Time Lines	Evaluation Results
<i>External Auditors trained and knowledgeable about COR program, AgSafe COR audit tool and policy and procedures.</i>	<i>Post training performance evaluation – quality assurance of audit submissions</i>	<i>Aug 2017 – Jan 2018</i>	
<i>External Auditors trained and knowledgeable about COR program, AgSafe COR audit tool and policy and procedures.</i>	<i>Post training - evaluation of understanding of training content (test)</i>	<i>July</i>	

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Project Title:	Tool to Evaluate an Employers' Readiness for COR
Project Goal/ Expectation:	<i>Development of a simple but effective self-serve, online tool for employers who want to evaluate their readiness for COR participation.</i>

Activity	Inputs	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
<i>Develop scope of COR readiness tool</i>	<i>COR Manager</i>	<i>Jan - Mar</i>	<i>COR Manager</i>	<i>Clear and concise scope of project and tool functionality</i>	
<i>Source developer and agree contract through RFP</i>	<i>COR Manger</i>	<i>Mar-Apr</i>	<i>COR Manager</i>	<i>Vetted developer contracted</i>	
<i>Develop tool and launch</i>	<i>COR Manager, Developer, Webmaster</i>	<i>May - Dec</i>	<i>COR Manager</i>	<i>Tool launched and accessible via AgSafe website</i>	

OUTCOME #1 WORKPLAN Measurement (Evaluation)			
Outcome Indicators	Data Collection	Time Lines	Evaluation Results
<i>Usage of the COR Readiness Tool</i>	<i>Web statistics on usage</i>	<i>Jan – Dec, 2019</i>	

Project Title:	Marketing AgSafe Certificate of Recognition
Project Goal/ Expectation:	<i>Increased COR participation by employer members of the AgSafe CUs.</i>


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Activity	Inputs	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
<i>Analysis of sector segments to identify effective marketing strategies.</i>	<i>COR Manager and COR Administrator</i>	<i>Jan - Oct</i>	<i>COR Manager</i>	<i>Clear segmentation of client base to facilitate focussed marketing strategy planning.</i>	
<i>Direct marketing to individual employers to promote the benefits of COR to targeted segments of the AgSafe client base.</i>	<i>COR Manager and COR Administrator. – Support from Regional Safety Advisors</i>	<i>Jan - Oct</i>	<i>COR Manager</i>	<i>Execution of marketing strategies leading to increased awareness amongst employers of the benefits of COR participation</i>	
<i>In-direct marketing through social media and other campaigns to raise awareness of the benefits of COR throughout the AgSafeBC client base.</i>	<i>COR Manager and COR Administrator. Social Media Marketer</i>	<i>Jan - Oct</i>	<i>COR Manager</i>	<i>Execution of marketing strategies via social media channels leading to increased awareness amongst employers of the benefits of COR participation</i>	

OUTCOME #1 WORKPLAN Measurement (Evaluation)			
Outcome Indicators	Data Collection	Time Lines	Evaluation Results
<i>Existing COR registered employers moving to the next stage and challenging the COR certification.</i>	<i>Tracking the number of employers moving from registered to certified.</i>	<i>Jan - Dec 2018</i>	
<i>Net new COR registered employers</i>	<i>Tracking the number of new registrations</i>	<i>Jan - Dec 2018</i>	

Approval

Approved by Association Board Chair:

 (signature)

Ralph McGinn (name)

Date Approved:

September 13, 2017