



# Self Assessment Module

for EHS Auditor® by Conformance Check Inc.

## Reduce Costs and Empower Operations while Ensuring Ongoing Compliance

EHS professionals will feel empowered, informed and in control with the web-enabled Self-Assessment Module's (SAM) user-friendly features. This tool allows managers to filter and document only those requirements that impact a specific facility or group of facilities, so managers can quickly prioritize and respond to changing regulations before they become issues. By empowering Operations Management your organization can reduce violations and penalties, ensure employee safety, improve environmental stewardship, and foster positive relationships with your regulators, customers, and the public.

### The EHS Auditor® Self-Assessment Module provides the following:

- ✓ An efficient method for any type of organization to create checklists for any number of facilities at regular intervals for self-assessment reviews. Easy-to-use administrator functions will design and schedule the facility's assessments, find responders, and keep track of the results.
- ✓ An easy-to-use, web-enabled response entry program for facility personnel to answer questions in self-assessment audits without installing software on their workstations. Personnel use their web browsers to access SAM on your corporate servers (purchase option) or via our software as a service option.
- ✓ Automatic communication to responders when assessments require their attention.
- ✓ Powerful reporting features (see reverse for details).

### Easy-to-Use Web-Enabled Response Entry to EHS Auditor Audit Plans

Audit administrators can send a self-assessment checklist to any person with an email and web access to the corporate network. The notified responder can log on to SAM and answer the assessment's questions.

#### High Level of Detail

Responders can quickly access more detail when needed for entering findings, or upload supporting documents or images to the assessment.

#### Multiple Questions

Responders can answer multiple questions per page.

#### Fast & Easy Response

Responders will find answering questions easy, as a list of common findings for the question can be included with the usual yes or no response.



# Self Assessment Module

for EHS Auditor<sup>®</sup> by Conformance Check Inc.

## Multiple Facility Assessment Design

Audit administrators can create assessment checklists for a single facility or groups of facilities, based on their relevant regulatory or internal standards/operating procedures that are relevant to the parts of the organization being assessed. You can create a risk-based compliance multi-year schedule that covers all relevant EHS and Management system elements that is conducted by operations staff and verified by corporate or external auditors.

### Example of a Self-Assessment Definition

Self Assessment Definition: Q1 General Assessment

Definition    Audit Content    Facilities    Risk Factors & Scores    Processing Log

The Self Assessment Definitions are reusable lists of Areas of Concern and Facilities that will be generated into Self Assessments. For each Facility selected for this Definition, an Assessment will be generated containing the applicable Areas of Concern from the list below

+ Insert Areas of Concern

Section	Division	Area of Concern	Questions	Remove
1 Federal	UNITED STATES	134.Respiratory protection	108	
1 Federal	UNITED STATES	135.Head protection	3	
2 State/Province	CALIFORNIA	Hazardous waste - Tanks	6	
2 State/Province	CALIFORNIA	Aboveground storage tanks	2	
2 State/Province	CALIFORNIA	Air - Rules - General - BAAQMD	15	
2 State/Province	CALIFORNIA	Air - Permits - BAAQMD	9	
2 State/Province	CALIFORNIA	OHS: Guarding - General	7	
2 State/Province	CALIFORNIA	OHS: Guarding - Mobile trash collection	14	

First    Previous    Next    Last

Total Number of Areas: 14    Total Number of Questions: 372

**Definition tab** - Contains scope, description, and date on which the SAM server will send the assessment to all responders.

**Audit Content** - Create your own checklist or select any of our customizable pre-built regulatory audit criteria.

**Facilities** - Select facilities for assessment. The responder assigned to each facility is notified.

**Completed assessments can be automatically imported to Conformance Check's Audit Response Tracking Program to solicit and track corrective actions to the assessment's findings!**

## Built-in Detailed and Summary Reporting

Submitted by ADMINISTRATOR on April 7, 2015 at 9:10AM Eastern Daylight Time

This copy of the report will be retained for 7 days. [Delete Now & Return](#)    [Return](#)    Protect:     Description: Overall summary    [Save & Return](#)

1 / 1    100%    Find

**Self Assessment Executive Summary**  
Date Range: APR 7,2006 to APR 7,2015  
Sector/Company/Region/Business/Site: Manufacturing  
Showing: 1 Sub Department Totals below the selected department  
Topic: Compliance  
Facility: All Facilities

Business Group	Facility	# Assessments Sent	# Assessments Completed	% Assessments Completed	% Practice in Place	# Questions Answered	# Findings	# Open Findings
<b>Compliance</b>								
Manufacturing								
Boxes Total		6	5	83%	90%	219	21	17
Paint Total		3	2	66%	95%	186	9	4
Petro Chemicals Total		1	0	0%	84%	13	2	2
Manufacturing Total		10	7	70%	92%	418	32	23
Compliance Total		10	7	70%	92%	418	32	23
<b>Grand Total</b>		10	7	70%	92%	418	32	23

### Reports Designed for Self Assessments

Facility reports such as Outstanding Findings and Executive Summary will monitor your assessment program. Content statistical reports for trend analysis.

### Corporate Departmental Reports

View the results of the facility's assessments in departmental groupings.

### Powerful Data Selection

Select the date range, departments, topics, etc. that you want for your report.

**Reports are automatically emailed to your managers.**

**Contact Us:** Call: (416) 620-0846    Fax: 1-866-306-5084  
[www.conformancecheck.com](http://www.conformancecheck.com)

Email: [info@conformancecheck.com](mailto:info@conformancecheck.com)  
© registered trademark of Conformance Check Inc