



# Online Contractor Orientation

## *How to access the course*

All Workers on EPCOR Scopes of Work must complete the EPCOR online Contractor Safety Orientation and a Work Site specific orientation prior to commencing Work (with respect to the project). All EPCOR orientations expire one year from the date completed and must be recertified prior to expiry.

### Registering for the online orientation

Each person must first register for the course at <https://epcororientation.com> where you will need to enter the following information:

- first and last name;
- email address (must be specific to the individual and not a general company or shared address);
- company name; and
- option to “Select Groups”, choose Business Group(s) that applies:

SELECT GROUPS

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Commercial Services (BC, Southern Alberta, Fort McMurray, Sask.)

Drainage

Electricity

Technologies

### Completing the course(s)

Course content can take up to one hour to review and is followed by a multiple choice exam.

- Once you are logged in, you will see the subscribed courses listed under **MY COURSES**
- Once you've identified the course(s) required, click on the course title.
- A window will open on the right side of the screen with course details.
- Click **LAUNCH COURSE** in the green bar at the bottom of the window.
- Once you start the course, if you need to exit, the system will save your progress until you resume the orientation.
- Once the test has started, you must finish it – if you exit the test, you cannot return to the point at which you exited.
- You cannot bypass questions, as the test will not advance until you answer each question correctly.
- Once you have completed and passed the orientation, you will see a message on screen indicating your successful completion and providing you the option to view or print your certificate.
- You must print the certificate, as you are required to carry it with you when you are working on an EPCOR site.

### Questions or registration support

[HSEContractorManagement@epcor.com](mailto:HSEContractorManagement@epcor.com)