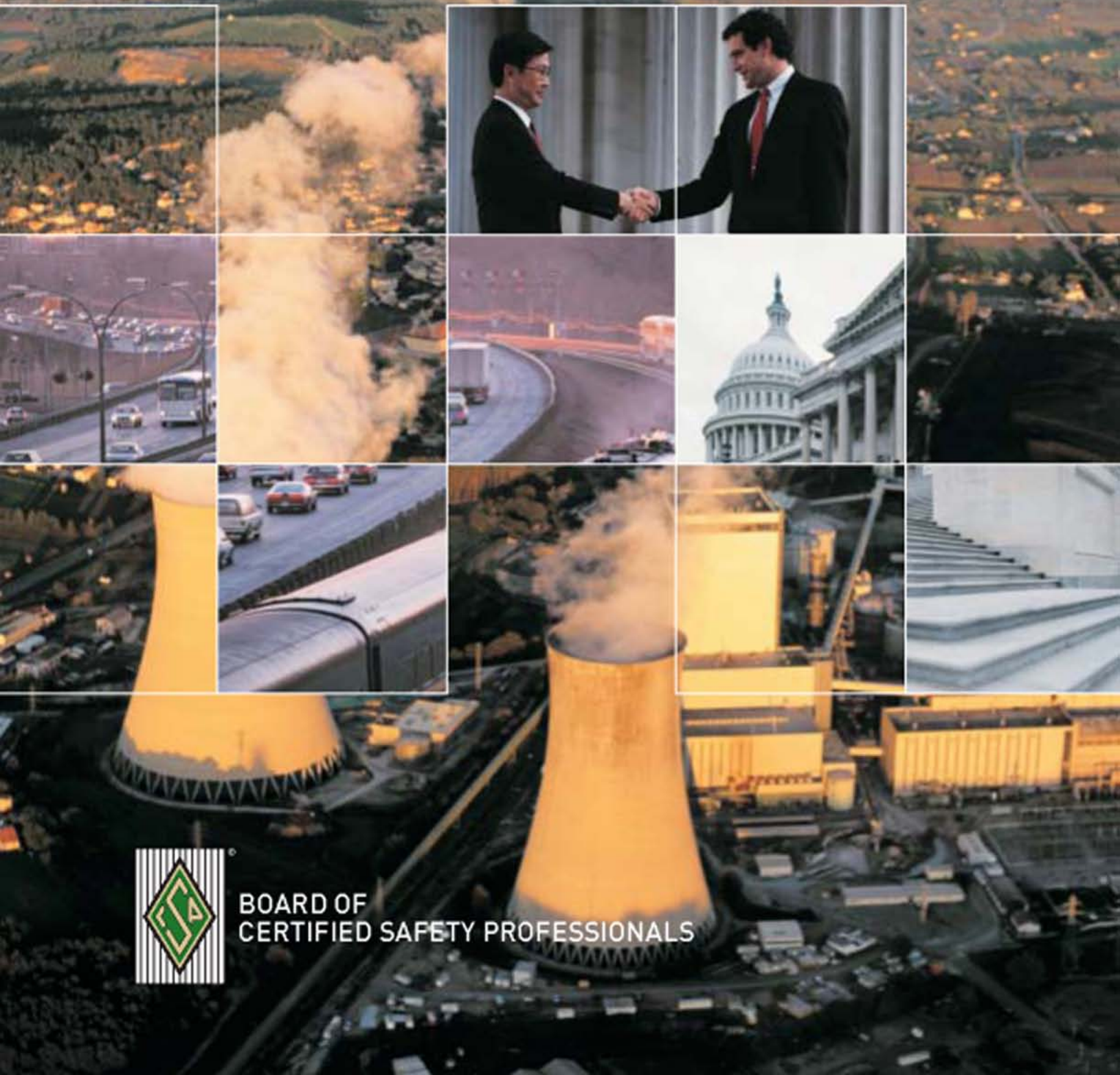


ANNUAL REPORT 2004



BOARD OF
CERTIFIED SAFETY PROFESSIONALS

A YEAR OF DISASTERS AND SUCCESSES

A YEAR OF DISASTERS AND SUCCESSES

During 2004, record-setting disasters made a mark on our minds. Florida endured three hurricanes within weeks and other states felt the impact on life and property as well. In total, the hurricane season in the U.S. had to have set some new records.

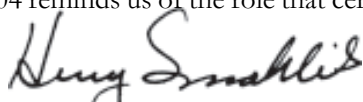
Just before the close of the year, the world saw one of the most devastating natural events ever, the earthquake-initiated tsunami in Asia and India that rippled around the globe in many ways. Walls of water estimated to be as high as 60 feet struck coastal areas and in moments wiped out entire communities. People, houses, buildings, and some railroads simply disappeared. The death toll quickly exceeded 100,000. At press time, the AFP reports the death toll at roughly 164,000.

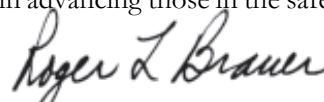
Such events will remain in our minds. For many engaged in protection of people, property and the environment, these events will be a source of learning for many years.

The year 2004 was another watershed and successful year as BCSP marked its 35th anniversary in advancing the safety professional. In conjunction with the anniversary, BCSP sponsored a session on professional ethics at the Professional Development Conference of the American Society of Safety Engineers (the founding organization for BCSP). Also this year, BCSP achieved reaccreditation from the National Commission for Certifying Agencies. The year included expansion of the OSHA Alliance Agreement to include participation by the Council on Certification of Health, Environmental and Safety Technologists. BCSP entered into partnerships with the American Board for Occupational Health Nurses and the U.S. Navy to provide examinations and supporting services for certifications offered by these organizations. BCSP awarded a new contract to Thomson Prometric for computer-based testing services. By the end of 2004, BCSP placed a comprehensive, searchable database of academic programs on its web site. More details about these accomplishments are on page 13.

As a result of a facilitated training activity for all Board members in October, BCSP has embarked on the next leg of this journey to advance safety professionals through certification. The session initiated a new strategic planning effort that will continue to pursue value for the profession through high quality certification. The session led to approving activities to find a solution for future BCSP office space in order to resolve the limitations of the current site purchased about 25 years ago. Once again, through effective fiscal management, BCSP achieved net revenue that exceeded its annual reserve goal and allows BCSP to work on matters important for certification during the upcoming decades.

The disasters of 2004 remind us of the importance of safety professionalism. The success of BCSP during 2004 reminds us of the role that certification plays in advancing those in the safety profession.


Henry Smahlik


Roger L. Brauer



HENRY SMAHLIK
CSP, CIH
2004 BCSP PRESIDENT



ROGER L. BRAUER
PH.D., CSP, P.E., CPE
EXECUTIVE DIRECTOR

PURPOSE AND HISTORY OF BCSP

BCSP was founded in 1969 as a not-for-profit corporation in the state of Illinois. It functions solely as a peer-operated certifying organization. It is not a member organization and does not provide services usually offered by member organizations. Membership in any organization is not a requirement for certification.

BCSP sets standards related to competency in professional safety practice. Safety professionals identify hazards and evaluate them for the potential to cause injury or illness to people or harm to property and the environment. Safety professionals recommend administrative and engineering controls that eliminate or minimize the risk and danger posed by hazards. They work with professionals in other disciplines in many different job settings. Safety professionals work for companies, government agencies, and private organizations or offer individual professional services. They may engage in design, planning, program management, training, auditing, and other aspects of practice. They apply hazard recognition, evaluation and control knowledge and skills for equipment, systems, facilities and processes, or in operations, manufacturing, transportation, construction, insurance services, and other enterprises.



VISION

BCSP is recognized as the leader in high quality credentialing for SH&E practitioners in order to enhance safety of people, property and the environment.

MISSION

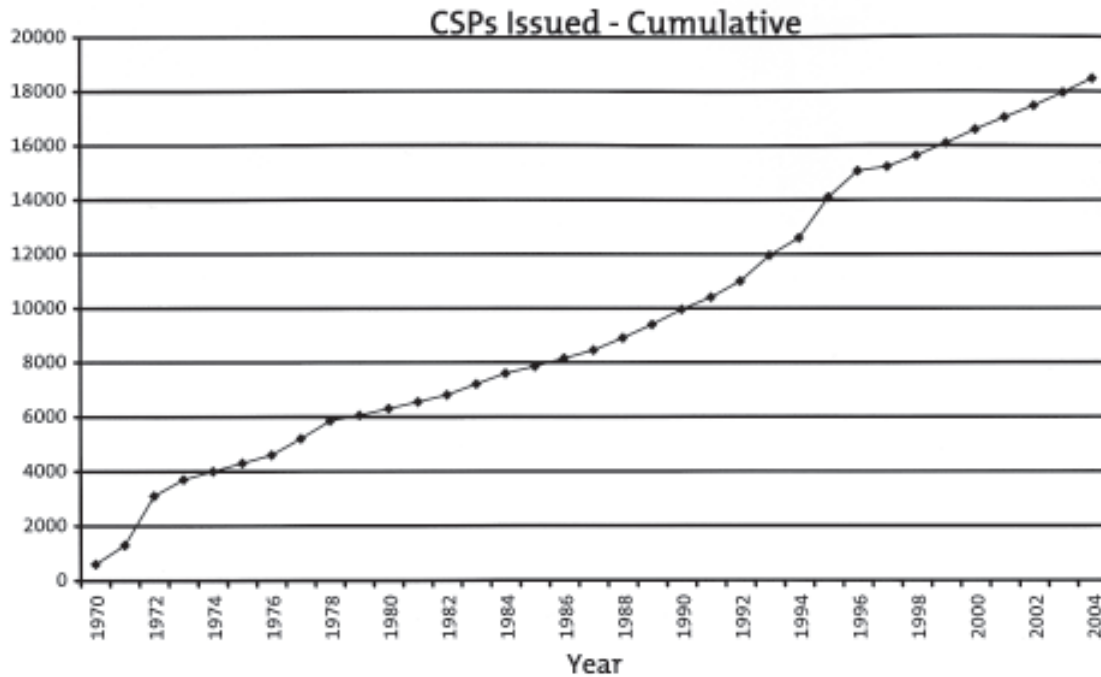
1. Overall mission is to strengthen our position in SH&E credentialing with a focus on the U.S. market.
 - Increase market share.
 - Increase participation in credentialing market.
2. To maintain and enhance the recognition and respect for the CSP designation.
 - By enhancing respect of constituencies for the CSP.
 - By enhancing the perception of the value of credentials to all constituents.
3. To be responsive to practitioner needs in SH&E credentialing.
4. To continuously improve the credentialing process and systems to increase customer satisfaction.
5. To pursue strategies to improve the quality of credentials in the marketplace, to reduce confusion and to expand BCSP market penetration. (To promote the reduction of confusion in the marketplace through promotion of quality credentialing.)
6. To enhance the financial strength of the organization.
 - To ensure that the organization has resources to achieve the vision.
 - To maintain a reserve at 50% of total operating budget.

The *BCSP Bylaws* state the purpose of BCSP:

- Establish the minimum academic and experience requirements necessary to receive certification as a Certified Safety Professional® (CSP)®, the designation of Associate Safety Professional, or other such designations established pursuant to resolution by the Board of Directors.
- Determine the qualifications of applicants and arrange, control, and conduct investigations and examinations to verify the qualifications of candidates for certificates to be issued by the BCSP.
- Grant and issue to qualified applicants a certificate and maintain a directory of the holders of all valid certificates.
- Establish requirements for the continuance of certification.
- Represent its certificate holders in communication and, where appropriate, in negotiations with public and private agencies, groups, and individuals with respect to matters of common interest; and it will inform employers, specifiers, public officials, the public, and engineering and related practitioners of the benefits of certification.

CERTIFICATIONS

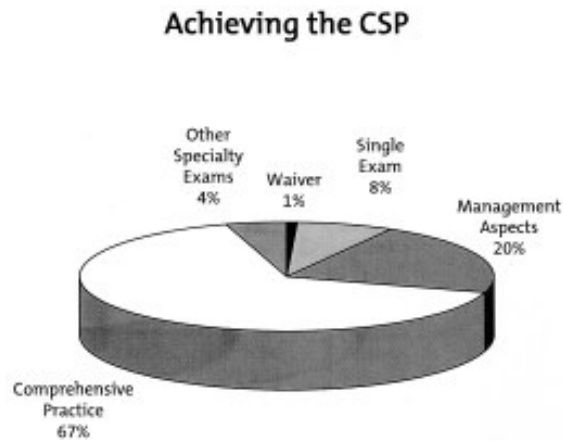
The chart below illustrates the growth in the number of certifications issued by BCSP over the years. During 2004, BCSP certified 521 individuals as new CSPs.



Below is a table of statistics which summarizes the BCSP certification activity. Data are either for calendar year 2004 or reflect counts at the end of 2004.

Number of CSPs issued in 2004	521
Number of current CSPs	10,582
Number of ASPs issued in 2004	358
Number of current ASPs	691
Number of CSPs electing CSP Retired status in 2004	106
Number of persons currently holding CSP Retired status	761
Number of CSPs dropped during 2004 for:	
Failure to pay annual fee	281
Failure to meet Continuance of Certification	118

The chart below identifies how current CSPs achieved their certification.



APPLICATIONS

Applicants must meet academic and professional safety experience requirements in order to qualify for the Safety Fundamentals and Comprehensive Practice examinations leading to the CSP designation. The minimum academic qualification is an associate degree in safety and health or a bachelor's degree in any field. The minimum amount of professional safety experience is four years, depending on the degree major. Individuals apply only once.

During 2004, BCSP received 834 applications for the CSP designation.

EXAMINATIONS

Candidates for the CSP designation must pass two examinations: Safety Fundamentals and Comprehensive Practice. Individuals possessing certain other certifications and licenses by examination may apply for a waiver of the Safety Fundamentals examination; however, all CSP candidates must pass the Comprehensive Practice examination.

National accreditation standards for peer certifications require that examination contents be validated periodically against the professional practice the examination intends to measure. The latest content validity research project was completed in 2001.

The minimum passing scores rely on a modified Angoff criterion reference procedure to ensure that all candidates have the same opportunity to pass the examinations. This procedure also ensures that minimum passing scores are based on those candidates who meet minimum qualifications.

A summary of examination performance for 2004 appears below. Examination reliability is above that required for quality certification examinations.

Safety Fundamentals Examination	Comprehensive Practice Examination
Number of Candidates (All Forms): 784	Number of Candidates (All Forms): 718
Mean Score (All Forms): 61.8%	Mean Score (All Forms): 63.6%
Candidate Passing Rate (All Forms): 43.1%	Candidate Passing Rate (All Forms): 72.6%
Standard Deviation: 16.5	Standard Deviation: 13.1
Standard Error of Measurement: 6.2	Standard Error of Measurement: 6.2
Internal Reliability [KR(20)]: 0.86	Internal Reliability [KR(20)]: 0.77
Decision Consistency [$K^2_{(x,t)}$]: 0.86	Decision Consistency [$K^2_{(x,t)}$]: 0.83

CONTINUANCE OF CERTIFICATION

Individuals holding the CSP designation must be recertified every five years by gaining 25 points through ten activity categories in the Continuance of Certification (COC) program. Some categories have upper limits for points that can be earned. CSPs report how they earned points at the end of each five-year cycle. BCSP randomly selects a portion of those submitting COC reports for an audit to verify points claimed.

The table below summarizes COC activities for 2004.

Number of CSPs due for recertification	1,528
Number of CSPs submitting COC reports	1,450
Number failing to meet COC requirements	102
Total number recertified through COC program	1,426

In 2004, CSPs earned COC points in the following categories. Results are based on a sample of those reporting.

Category	Average Points Earned	Percent of Total Points	Percent of People
1. Professional Safety Practice	9.70	27.49	98
2. Safety Organization/Division Membership	4.50	12.75	92
3. Professional Service	1.44	2.56	28
4. Professional Publications, Papers, Technical Presentations, and Patents	0.32	0.89	16
5. Writing Examination Items	0.18	0.52	6
6. Professional Development Conference Attendance	3.48	9.12	71
7. Continuing Education Courses/Seminars	9.10	25.79	77
8. College/University Courses	2.33	6.6	13
9. Advanced Degrees	2.25	6.38	9
10. Certification/Registration Examinations	1.73	4.92	15
AVERAGE POINTS EARNED	35.03		

ACCREDITATION AND RECOGNITION

BCSP holds accreditation from one international and two national organizations that set standards for peer certification boards. The **National Commission for Certifying Agencies (NCCA)** grew out of a U.S. Department of Education grant in the 1970s. The **Council of Engineering and Scientific Specialty Boards (CESB)** emerged in the 1980s from a national conference on credentialing in the engineering disciplines. In 2003, the CSP designation became one of the first five certifications anywhere in any field to achieve accreditation under ANSI/ISO/IEC 17024. The **American National Standards Institute (ANSI)** operates this international program. Standards cover governance, audited financial disclosure, fairness in testing, validity and reliability of examinations, use of acceptable methods to set minimum passing scores, independence from membership organizations, public participation, security, recertification, and many other factors. BCSP's current five-year accreditations extend as follows: NCCA through 2009, CESB through 2006, and ANSI/ISO/IEC through 2008.

The CSP program is recognized by the **National Skill Standards Board (NSSB)**. The CSP program also complies with ASTM E1929-98—*Standard Practice for Assessment of Certification Programs for Environmental Professionals: Accreditation Criteria*. ASP and CSP examination fees of qualified individuals are eligible for reimbursement by the Department of Veterans' Affairs (VA).

BCSP MEMBERSHIP ORGANIZATIONS

The primary role for BCSP membership organizations is to nominate safety professionals for potential service on the BCSP Board of Directors. Membership organizations do not contribute to the operations of BCSP and the CSP designation. Membership organizations help assure broad representation from the profession in the governance of BCSP affairs. They do not have direct involvement in the governance of BCSP and its policies. Membership organizations may endorse the value and significance of the CSP designation as a means to identify competency in professional safety practice.

Current BCSP membership organizations, and the year each became one, are as follows:

- American Industrial Hygiene Association (AIHA) 1974
- American Society of Safety Engineers (ASSE) 1974
- System Safety Society (SSS) 1977
- Society of Fire Protection Engineers (SFPE) 1984
- Institute of Industrial Engineers (IIE) 1994
- National Safety Council (NSC) 1994

GOVERNANCE

BCSP has 13 directors who oversee BCSP affairs. BCSP is not a member organization. BCSP has candidates who have applied and are pursuing certification and certificants who must meet requirements to retain their certification. Directors on the BCSP Board are the only BCSP members.

BCSP directors volunteer their time and services to attend semi-annual Board meetings, participate in committee meetings and activities, review candidate application materials to determine eligibility, and oversee other BCSP matters. Directors do not receive compensation, but are reimbursed for direct expenses.

Directors may serve two three-year terms. The BCSP Board of Directors is comprised of 13 members who represent a cross-section of the safety profession and the public. One member is a public director, not involved with the safety profession, who represents public interests. Six of the remaining 12 members are chosen among nominations from BCSP's membership organizations. The Board of Directors also elects six additional members from across the safety and health profession. All but the public director must hold the CSP designation.

The standing committees of the Board include:

- Continuation of Certification Committee
- Executive Committee
- Finance Committee
- Nominating Committee
- Professional Development Committee
- Professional Standards Committee
- Strategic Planning Committee

GENERAL FINANCIAL CONDITION

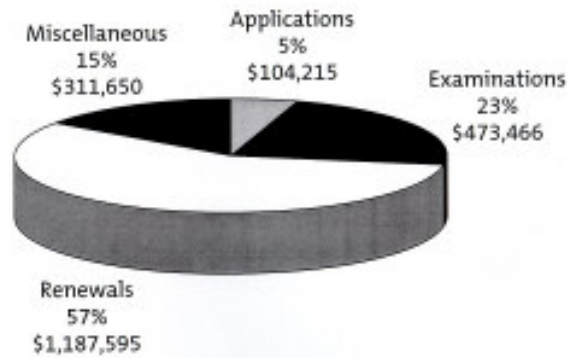
BCSP receives funds through four means: **application fees** that cover application and evaluation processing costs, **examination fees** that cover basic costs for registration, examination delivery, reporting of results, and analysis of examination performance, **annual renewal fees** that cover governance, examination development and maintenance, facilities, equipment, supplies, and other support services and expenses, and other **miscellaneous income** derived from the sale of time extensions, self-assessment examinations, etc.

The Board and staff continually strive to improve customer service and increase certification value, while minimizing expenses.

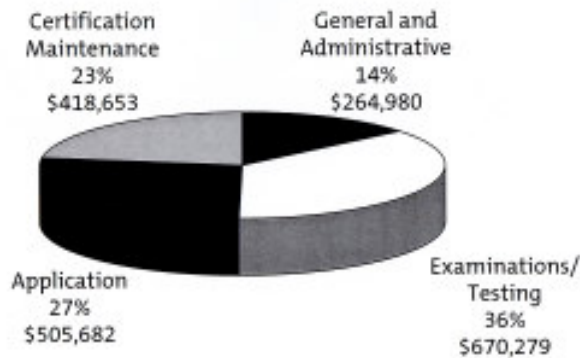
During 2004, BCSP exceeded the net revenue forecast in the 2004 budget and contributed to reserves at a rate beyond the annual goal.

The charts below show how income and expenses are distributed in general. The following pages contain the 2004 audited financial statement.

BCSP Income



BCSP Expenses



AUDITED FINANCIAL STATEMENT

McGladrey & Pullen
Certified Public Accountants

Independent Auditor's Report

To the Board of Directors
Board of Certified Safety Professionals
Savoy, Illinois

We have audited the accompanying statements of financial position of Board of Certified Safety Professionals as of December 31, 2004 and 2003, and the related statements of revenue and expenses and changes in net assets, and cash flows for the years then ended. These financial statements are the responsibility of the Board's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Board of Certified Safety Professionals as of December 31, 2004 and 2003, and the results of its operations and its cash flows for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

Our audits were made for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information is presented for additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audits of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

McGladrey & Pullen, LLP

Champaign, Illinois
February 11, 2005

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of member of PwC network of independent member firms affiliated with PwC Global, a Swiss entity.

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Board of Certified Safety Professionals

Statements of Financial Position December 31, 2004 and 2003

	2004	2003
Assets		
Current Assets		
Cash	\$ 846,441	\$ 345,058
U.S. Treasury bills and note	-	98,037
Certificates of deposit	1,808,098	1,708,098
Mutual funds	333,813	113,404
Receivables:		
Management fee	167,848	124,727
Interest and other	14,528	14,008
Prepaid expenses	48,258	35,144
Total current assets	2,418,976	1,838,578
Property and Equipment:		
Land	45,373	45,373
Building	520,821	521,148
Furniture and fixtures	286,123	243,182
Computer software	182,842	83,121
	995,159	892,824
Less accumulated depreciation	(475,798)	(479,328)
	480,171	403,528
Investments and Other Assets:		
Certificates of deposit	480,808	808,080
Non-profit joint venture	85,866	88,963
Exam development costs; less accumulated amortization		
2004 \$173,536; 2003 \$172,984	52,893	53,884
Total investments and other assets	539,567	950,927
Total assets	\$ 3,438,709	\$ 3,012,941
Liabilities and Net Assets		
Current Liabilities		
Accounts payable	\$ 125,466	\$ 75,191
Accrued expenses	82,815	78,368
Unearned renewal fees	872,123	704,171
Unearned exam fees	188,860	100,845
Total current liabilities	1,129,264	858,575
Net Assets		
Unrestricted	2,309,445	2,154,366
Total liabilities and net assets	\$ 3,438,709	\$ 3,012,941

See Notes to Financial Statements.

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Board of Certified Safety Professionals

Statements of Revenue and Expenses and Changes in Net Assets Years Ended December 31, 2004 and 2003

	2004	2003
Revenues		
Renewal fees	\$ 1,187,595	\$ 1,075,251
Examination fees	473,466	430,143
Management fee	167,848	124,727
Time extension fees	38,250	42,100
Application fees	104,215	91,400
Interest and dividends	48,743	41,375
Self assessment test sales	29,640	29,830
Service revenue	24,240	-
Other	13,728	6,986
	2,075,628	1,850,419
Expenses		
Examinations and testing	670,279	590,272
Applications for certification	595,882	471,561
Certification maintenance	418,483	382,969
General and administrative	394,880	298,733
	1,879,524	1,693,535
Equity in net income of joint venture	8,083	21,312
Unrealized gain on investment in securities	8,157	15,884
Increase in unrestricted net assets	211,482	298,146
Net unrestricted assets at beginning of year	2,078,366	1,780,220
Net unrestricted assets at end of year	\$ 2,309,848	\$ 2,078,366

See Notes to Financial Statements.

3

Board of Certified Safety Professionals

Statements of Cash Flows Years Ended December 31, 2004 and 2003

	2004	2003
Cash Flows from Operating Activities		
Increase in unrestricted net assets	\$ 211,482	\$ 298,146
Adjustments to reconcile increase in unrestricted net assets to net cash provided by operating activities:		
Depreciation and amortization	44,229	50,573
Write-off of exam development costs	7,480	-
Uncollectible renewal fees	-	580
Equity in net (income) of joint venture	(8,083)	(21,312)
Amortization of discount on U.S. Treasury	-	(3,151)
(Unrealized) gain on investments in securities	(8,157)	(15,884)
Change in assets and liabilities:		
(Increase) decrease in:		
Receivables	(42,840)	(9,740)
Prepaid expenses	(9,866)	16,158
Increase (decrease) in:		
Accounts payable and accrued expenses	52,822	30,742
Unearned renewal fees and exam fees	115,804	(84,812)
Net cash provided by operating activities	385,849	292,052
Cash Flows from Investing Activities		
Purchase of property and equipment	(73,850)	(53,027)
Capitalization of exam development cost	-	(8,478)
Proceeds from maturity of U.S. Treasury bills and notes	86,727	208,090
Proceeds from maturity of certificates of deposit	1,800,098	608,090
Purchase of certificates of deposit	(700,098)	(1,308,090)
Purchase of investments in mutual funds	(268,340)	(4,485)
Net cash provided by (used in) investing activities	114,834	(664,442)
Increase (decrease) in cash	500,703	(372,390)
Cash:		
Beginning	345,658	728,016
Ending	\$ 846,441	\$ 345,658

See Notes to Financial Statements.

4

AUDITED FINANCIAL STATEMENT

Board of Certified Safety Professionals

Notes to Financial Statements

Note 1. Significant Accounting Policies

Nature of Organization:

The Board is a nonprofit corporation organized to provide peer certification of safety professionals.

Significant Accounting Policies:

Revenue and application fees: Revenue from renewal fees is recognized in the calendar year to which they apply. Unearned renewal fees and unearned exam fees represent revenue applicable to future periods.

Revenue from examination fees is recognized when the examinations are given, or when the time allowed to take the exam expires.

Revenue from application fees is recognized as received.

Investments: U.S. Treasury Bills and notes and mutual funds are carried at fair value. Fair value is based upon quoted market prices as listed in various national markets. Realized and unrealized gains and losses are reflected in the statement of revenue and expenses and changes in net assets.

Investment in non-profit joint venture: The Board accounts for its investment in a non-profit joint venture by the equity method. Accordingly, the Board records its share of net income (loss) of the joint venture, the amount of which is also added to (subtracted from) the investment account.

Property and equipment: Property and equipment are stated at cost less accumulated depreciation. Depreciation is computed by the straight line method over the following estimated useful lives:

	Years
Buildings	5 - 40
Furniture and fixtures	5 - 7
Computer software	3 - 5

Development costs: Examination development costs are capitalized when incurred and amortized over three to five years.

Income taxes: The Board qualifies for tax-exempt status under Section 501(c)(3) of the Internal Revenue Code as a business league not organized for profit.

Use of estimates in preparation of financial statements: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

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Board of Certified Safety Professionals

Notes to Financial Statements

Note 2. Concentrations of Credit Risk

The Board maintains its cash in bank deposit accounts which, at times, may exceed federally insured limits. The Organization has not experienced any losses in such accounts, and believes it is not exposed to any significant credit risk on cash.

Note 3. Retirement Plans

The Board has a 401(k) plan which was implemented on January 1, 1999 for eligible employees. The plan requires the Board to provide a "matching" contribution equal to the participant's contribution; however, the required "matching" contribution shall not exceed 5% of the participant's compensation. Additional contributions are at the discretion of the Board of Directors. The Board's contributions, including payment of administrative expense, amounted to \$48,420 and \$45,758 for the years ended December 31, 2004 and 2003, respectively.

Note 4. Investment in Non-Profit Joint Venture

In June 1985, the Board (BCSP) became a 50% partner in a non-profit joint venture known as Council on Certification of Health, Environmental and Safety Technologists (CCHEST). The other joint venture is The American Board of Industrial Hygiene, Inc. (ABIH). CCHEST is a non-profit organization to provide certification of health, environmental and safety technologists.

BCSP performs the administrative duties related to the CCHEST's operations. For the years ended December 31, 2004 and 2003, BCSP charged CCHEST \$167,048 and \$124,727, respectively, to cover direct staff support and overhead. This management fee is based on the number of applications received by the CCHEST, the number of examinations administered and the number of certifications of occupational health and safety technologists, construction health safety technicians and safety trained supervisors in construction. CCHEST owed BCSP management fees of \$167,048 and \$124,727 as of December 31, 2004 and 2003, respectively.

Investment in the CCHEST, as reported in the balance sheet at December 31, 2004 and 2003, is as follows:

	2004	2003
Beginning balance	\$ 80,985	\$ 58,681
Board's share of CCHEST's increase in unrestricted net assets	5,003	27,372
Ending balance	\$ 85,988	\$ 86,053

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Board of Certified Safety Professionals

Notes to Financial Statements

The balance sheets of CCHEST as of December 31, 2004 and 2003, were summarized from its audited financial statements and are as follows:

	2004	2003
Cash	\$ 429,833	\$ 379,104
Receivables	8,903	9,679
Prepaid expenses	1,839	2,406
Property and equipment, net	58,385	34,880
Exam development costs	507,780	478,285
	<u>\$ 1,508,730</u>	<u>\$ 1,334,354</u>
Accounts payable and management fee payable	\$ 193,962	\$ 156,918
Unearned renewal and examination fees	141,876	112,424
Net assets - unrestricted	171,932	161,026
	<u>\$ 507,780</u>	<u>\$ 478,285</u>

Increase in unrestricted net assets was \$10,866 and \$42,624 for the years ended December 31, 2004 and 2003, respectively.

Note 5. Line of Credit

The Board has a \$100,000 line of credit with a bank which is secured by substantially all of the Board's assets. The interest rate is at prime plus .5%, an effective rate of 5.25% at December 31, 2004. There was no outstanding balance as of December 31, 2004 and 2003.

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Board of Certified Safety Professionals

Statement of Functional Expenses

Year Ended December 31, 2004, With Comparative Totals for 2003

	Examinations and Testing	Applications for Certification	Certification Maintenance	General and Administrative	Totals	
					2004	2003
Salaries	\$ 187,558	\$ 234,075	\$ 187,555	\$ 188,532	\$ 578,219	\$ 632,853
Examination expense	240,807	-	-	-	240,807	391,323
Employee benefits	57,778	88,069	57,778	34,066	237,791	197,543
Travel	18,051	28,777	18,051	28,777	93,656	102,088
Consulting	28,142	14,891	14,891	14,892	72,896	80,483
Payroll taxes	12,548	17,595	12,548	7,222	50,963	46,318
Postage	4,875	12,188	28,815	4,875	48,791	54,201
Depreciation and amortization	11,000	11,880	11,880	11,820	44,228	58,573
Printing supplies	4,381	37,788	15,228	2,175	43,589	48,450
Bank charges	8,620	4,376	25,881	4,371	43,152	38,643
Exam validation	42,810	-	-	-	42,810	-
Marketing	10,137	10,137	10,137	10,138	40,549	27,842
Office supplies	6,864	10,648	6,964	10,647	34,821	37,388
Legal and accounting	10,318	6,878	13,757	3,438	34,302	30,553
Telephone	4,388	11,824	7,298	9,873	28,091	28,490
Building repairs	5,458	5,458	6,158	6,157	21,825	19,828
Accruals expense	3,750	3,750	3,750	3,750	15,000	7,500
Guild expense	3,118	6,366	3,118	-	18,891	15,229
Insurance	4,058	4,058	4,058	1,354	13,828	12,188
Communications	4,719	3,300	3,300	3,359	11,766	9,713
Utilities	2,888	2,888	2,888	2,889	11,488	11,316
Provisions	2,228	6,001	2,228	-	11,881	281
Equipment repair	2,059	2,059	2,059	2,057	13,674	1,838
Real estate tax	2,880	2,880	2,880	2,880	19,280	9,988
Write-off of exam development fees	7,400	-	-	-	7,400	-
Temporary rental	-	-	-	3,379	3,379	308
Tax expense	-	-	-	878	878	513
Renovating expense	-	-	-	151	151	378
Unallocated	-	-	-	-	-	900
Renewal fees	-	-	-	-	-	900
Miscellaneous	212	212	212	230	877	5,057
	<u>\$ 679,279</u>	<u>\$ 528,882</u>	<u>\$ 418,853</u>	<u>\$ 284,985</u>	<u>\$ 1,899,584</u>	<u>\$ 1,899,329</u>

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CONTRACTED SERVICES

BCSP obtains a variety of services through contracts. A summary of services appears below.

CASTLE Worldwide, Inc., Research Triangle Park, NC

(www.castleworldwide.com)

Columbia Assessment Services (CAS) was merged into CASTLE as a subsidiary in 2000. CASTLE stands for CAS Testing & Learning Enterprises. It remains a national provider of services in support of peer certification organizations like BCSP. CASTLE services include examination development, item editing, examination and item analysis, minimum passing point studies, job analysis and validation studies, foreign examination delivery, and expert psychometric consulting. CASTLE has nationally-recognized psychometricians on its staff.

Thomson Prometric, Baltimore, MD

(www.prometric.com)

Thomson Prometric, a part of The Thomson Corporation, is a global leader in technology-enabled testing and assessment services for information technology certification, academic admissions, and professional licensure and certifications. Thomson Prometric performs services related to candidate appointment scheduling and appointment management, examination encryption and production, computer-based examination delivery and examination security, and examination results management for BCSP.

Other Contracted Services

BCSP obtains services from a variety of local businesses. Included are legal services, audit services, temporary help, computer and network setup, maintenance and administration, computer and Internet programming, technical editing of draft examination items, printing and publication, mailing services, graphic design, photography, and other business services. Major providers include:

- General Legal Services
Erwin, Martinkus & Cole, Ltd.
- Intellectual Property Legal Services
Leydig, Voit & Mayer, Ltd. (Chicago)
- Audit Services
McGladrey & Pullen, LLP
- Systems and Programming Services
Area-Wide Technologies, Inc.
Information Technology Associates
KSC Systems
Riverwatcher, Inc.
- Design and Graphic Arts Services
Image Graphics
- Mailing Services
Quicksilver Mailing Services
- Printing Services
Crouse Printing
Insty-Prints Business Printing Services
Superior Printing

2004 DIRECTORS AND OFFICERS



PRESIDENT

Henry Smablik, CSP, CIH
 Manager, Consulting and Training Services
 Government Sales Division
 Hagemeyer North America
 (American Industrial Hygiene Association)



Bradley D. Giles, CSP, P.E.
 Corporate Vice President, Environment
 Safety & Health
 Washington Group International
 (At Large Director)



VICE PRESIDENT

Curt L. Lewis, CSP, P.E.
 President
 Lewis Engineering & Associates
 (At Large Director)



M.E. Greer, CSP, OHST
 Consultant
 Eddie Greer & Associates
 (At Large Director)



SECRETARY/TREASURER

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 Manager, Facility Support
 Westinghouse Inc. Closure Business Unit
 (Society of Fire Protection Engineers)



Larry W. Jones, CSP
 Manager, Specialty Engineering
 Dynetics, Inc.
 (System Safety Society)



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 Herbert Management
 (At Large Director)



Paul G. Specht, Ph.D., CSP
 Professor of Occupational Safety &
 Environmental Health
 Millersville University of Pennsylvania
 (At Large Director)

DIRECTORS



Paul S. Adams, Ph.D., CSP, P.E., CPE
 Senior Safety Engineer & Ergonomist
 Applied Safety & Ergonomics, Inc.
 (Institute of Industrial Engineering)



Linda M. Tapp, CSP, ALCM
 Principal Consultant/Owner
 Crown Safety LLC
 (At Large Director)



Thomas F. Bresnahan, CSP
 Consultant
 Bresnahan Consulting Associates
 (American Society of Safety
 Engineers)



PUBLIC DIRECTOR

Patricia Scharer, Ph.D.
 Professor
 The Ohio State University



Glenn D. Daviet, CSP, CPCU, ARM, ALCM
 Vice President
 Sedgwick Claims Management Services, Inc.
 (National Safety Council)

BCSP STAFF



EXECUTIVE DIRECTOR

Roger L. Brauer, Ph.D., CSP, P.E., CPE



MANAGER OF OPERATIONS

Mary Hosier



Administrative Assistant

Linda Charles



Customer Service Coordinator

Barbara Manolakes



EXAMINATION DIRECTOR

Steven G. Schoolcraft, CSP, P.E.



Customer Service Associate

Jennifer Heinold



Examination Assistant

Andrea Nolan



Customer Service Associate

Jolene Keach



DIRECTOR OF FINANCE AND HUMAN RESOURCES

Dennis Archer, PHR



Operations Clerk

Alicia Neils-Millsap



Financial Assistant

Jana Pflugmacher



MANAGER OF COMMUNICATION AND MARKETING

Heather Murphy

ACHIEVEMENTS AND MILESTONES

ACHIEVEMENTS AND MILESTONES

During 2004, some of the achievements and milestones of BCSP included the following:

- BCSP celebrated its 35th anniversary.
- BCSP received reaccreditation from NCCA under new standards for certification bodies. The standards had undergone major revisions.
- BCSP signed an agreement with the American Board for Occupational Health Nurses (ABOHN) to provide a safety management specialty examination for certified occupational health nurses.
- BCSP entered into a partnership with the U.S. Navy, Naval Ordnance Safety and Security Activity to provide examinations and supporting services for the Principals for Safety (PFS) certification.
- BCSP awarded a new contract to Thomson Prometric for computer-based testing services that will now be offered worldwide.
- BCSP introduced an online Database of Safety and Related Academic Programs in the United States. This comprehensive directory identifies at least 720 academic programs at approximately 300 institutions holding recognized institutional accreditation. Programs are at all levels for people entering or advancing in broad safety practice.
- BCSP wall certificates for ASPs and CSPs were redesigned.

JOINT VENTURE: CCHEST

JOINT VENTURE: CCHEST

Together with the American Board of Industrial Hygiene (ABIH), BCSP operates the Council on Certification of Health, Environmental and Safety Technologists (CCHEST), formerly the ABIH/BCSP Joint Committee. CCHEST provides safety and health certifications for technologists, technicians, and supervisors. BCSP provides staff support for CCHEST (www.cchest.org). Current certifications offered are:

- OHST: Occupational Health and Safety Technologist® (since 1985)
- CHST: Construction Health and Safety Technician® (since 1994)
- STS: Safety Trained Supervisor (since 1995)

All of these programs are nationally accredited by the **Council of Engineering and Scientific Specialty Boards (CESB)** and recognized by the **National Skill Standards Board (NSSB)**. The OHST and STS programs are accredited by the **National Commission for Certifying Agencies (NCCA)**. OHST, CHST, and STS examination fees of qualified individuals are eligible for reimbursement by the Department of Veterans' Affairs (VA).

In 2004, CCHEST expanded the STS program from a construction examination only to examinations designed for general industry and the petrochemical industry.

Also in 2004, CCHEST began offering certification for loss control specialists in the insurance industry through the OHST certification. In addition, CCHEST offers a non-certification examination, the Loss Control Specialist (LCS) Examination, which assesses minimum competency in loss control specialist practice.

Expansion of BCSP's Alliance Agreement with OSHA was expanded in 2004 to include participation by the Council on Certification of Health, Environmental and Safety Technologists (CCHEST).

NEW CSPs IN 2004

NEW CSPs IN 2004

RAJA ABDALLAH
 MICHELE ADAMS
 GARRETT ADDINGTON
 ROBERT AGUILUZ
 FAIZ AHMED
 PAUL AHNBERG
 FAHAD AL HASSAR
 KELLY ALBAMONTI
 SANG WAN ALBRECHT
 TARIQ ALDOWAISAN
 DEAN ALDRICH
 TOMMY ALLIEN
 RAVI ANANTHANARAYANA
 JERRY ANDERSEN
 DOUGLAS ARDARY
 FRANCISCO ARREOLA
 WENDY ASH
 DENIS BAKER
 STANLEY BAKER
 ANDREW BARBOUR
 PETER BARLETTA
 JAMES BARRINGER
 ROBERT BARTEE
 RUSS BARTHOLOMEW
 JANET BARTON
 STEPHEN BATES
 JAMES BATES
 MARY BAUER
 EDWARD BEAULIEU
 VALERIE BECK
 HADLEY BEDBURY
 WESTON BELCHER
 TIMOTHY BELLOW
 DERECK BENHAM
 KENNETH BENNIGHT
 KEVIN BERG
 RONALD BERRY
 JAMES BIGGS
 THOMAS BLOOM
 CHARLES BLOUGH
 FREDERICK BLOUNT
 WILLIAM BOEHM
 MARILYN BOGAN
 KENNETH BOGDAN
 SCOTT BOIM
 TONYA BOSHER
 LEE BRADLEY
 TERRANCE BRADY
 JASON BREWER
 THOMAS BRIGGS
 DANNY BRISCOE
 JANELLE BROWN
 MICHAEL BROWN
 DUSTIN BROWN
 DEBORAH BROWN
 CYNTHIA BROWN
 ALLEN BROWN
 DYKE BROWNING
 DAVID BRUBAKER
 JEAN BRUNEAU
 CLINT BUCHANAN
 DAVID BUECHE
 GUY BURROUGHS
 DWAYNE BURT
 RIZWAN BUTT
 BRYAN BYLER
 CHARLES CAIN
 CYNTHIA CALLAGHAN
 DANIEL CALLAHAN
 KAIYA CAMPBELL
 ROBERT CAPELLI
 JASON CAPRIOTTI
 SHERRY CARBERRY
 THOMAS CARROLL
 HOLLY CASSAR-ELKE

GRANT CEFFALO
 JOSE CENTENO
 MARY CIESLUK
 CHRISTOPHER CLASEN
 LARREN CLEMONS
 SAMUEL COFFEE
 BETTY COLE
 CATHY COLE
 ROSCOE COLLIER
 MARK COLLINS
 PETER COLLOPY
 BRIAN CONDITT
 JEFFREY COOK
 CRAIG CORNELL
 MICHAEL CRAIG
 GREGORY CRESWELL
 CHERYL CROOKSHANKS
 TERENCE CROUSE
 ROY CURTIS
 ALAN CYRIER
 JOSEPH CZAICKI
 BRIAN CZARNECKI
 RAJENDER DAHIYA
 STEVE DANIELSON
 WILSON DAVIDSON
 CHARLES DAVIS
 DARRELL DAVIS
 GERARD DAVIS
 RICHARD DAY
 JASON DEAN
 ANDREW DEIONNO
 DIANE DEMBOSKY
 KATHERINE DIETRICH
 GAIL DITSCH
 RONALD DOBBS
 BRIAN DOLIN
 SUE DOOLEY
 MICHAEL DOUCETTE
 STEPHEN DOUGLAS
 GLEN DULAC
 EARLE DURBORAW
 BRIAN DYE
 DENNIS DZVONIK
 JAMES EDWARDS
 TROY EISENRICH
 BEAU ELLIS
 SAMUEL ENGELHARD
 JASON ENGLISH
 NORMAN EPPS
 JAMES ERICKSON
 MARTIN EROH
 DAVID EVANS
 MARITES FAHEY
 FRANK FALKOVIC
 MICHAEL FARRIS
 DANIEL FAULKNER
 KARL FAUST
 PHILLIP FINCHER
 MICHAEL FINNAMORE
 KENNETH FISCHER
 SUSAN FISCOR
 WAYNE FITZGERALD
 CHRISTOPHER FLEGEL
 THUY FLEMING
 DOUGLAS FLETCHER
 JACK FLETCHER
 WILLIAM FLETCHER
 MADELINE FONTENOT
 PAUL FONTENOT
 ROBERT FORTE
 SARA FOSTER
 JOEL FRANK
 EDWARD FRANKLIN
 MARK FULLEN
 DAN GAHLMAN

MATTHEW GAINOR
 GUSTAVO GARCIA
 BILLY GARRETT
 GASTON GARRETT
 NEIL GATELY
 ALAN GERTH
 JEFFREY GIESSE
 MICHAEL GILMER
 KATHERINE GLODICH
 RONALD GODBOUT
 ROGER GOECKE
 WILLIAM GOURDIE
 WAYMAN GOW
 JANET GRAF
 JENNIFER GRAHAM
 JEFFREY GRANNEY
 MICHELLE GRAY
 DAVID GRYWUL
 NORMAN GUEST
 JEFFREY GURICAN
 EDWARD HALL
 ROBERT HARDING
 WENDY HARRIS
 WILLIAM HARRIS
 CYNTHIA HARVEY
 SCOTT HAYWOOD
 SEAN HEALEY
 RONALD HEIKKILA
 TOM HENDERSON
 GRETA HERNANDEZ
 GREGORY HERRERA
 CHRISTOPHER HERRICK
 JAMES HERRON
 DARREN HEWSTON
 STEVEN HICKS
 TIMOTHY HICKS
 BRET HINERMAN
 DAVID HINTZ
 JOHN HIZER
 RYAN HLAVACEK
 MARK HOFFMAN
 CHAD HOGGAN
 NORBERT HOLDERLE
 STEVEN HOOD
 RANDALL HOOEY
 MARK HOYORD
 DEBRA HUDSON
 GEORGE IONESCU
 JOSEPH ISLINGER
 WILLIAM JACKSON
 DAVID JACKSON
 JULIE JACKSON
 FREDERICK JAEGER
 PATRICK JAMES
 JEFFREY JARVELA
 KAREN JENKINS
 KENNETH JENKINS
 ANDREW JENNINGS
 MARTIN JEPPESON
 HOLLY JERDI
 WILLIAM JIVIDAN
 MARCUS JOHNNSHOY
 ERIK JOHNSON
 TERRY JOHNSON
 ROGER JOHNSTON
 JAMES JONES
 JERRY JONES
 NICHOLAS KAKASENKO
 CHAD KEEGAN
 GAIL KEISER
 NICOLE KELLER
 JANE KELLY
 DAVID KENT
 RICHARD KILCOYNE
 BRADLEY KIMBLE

KURTIS KIMMEY
 SHAWN KING
 SAMUEL KING
 CHRISTOPHER KIRK
 MICHAEL KISSEE
 BILLIE KIZER
 JOSEPH KLANCHER
 GARY KLATT
 ROBERT KLAWITTER
 RODNEY KLEIN
 PAMELA KLEPEC
 CHRIS KNUDSEN
 JOHN KOCH
 JUSTIN KOSS
 CHAD KOZITZA
 ANA KRISTICH
 ROBERT KRISTOF
 GENE KRONCKE
 DALE KRUPINSKI
 DORIS KWAN SANDALL
 CARRY LAFAYETTE
 CHANTELL LAING
 MARTIN LALICK
 DANIEL LANDIS
 SEAN LANE
 CHRISTOPHER LAPINA
 JULIE LAROSE
 THOMAS LAVELLE
 JOE LEIGH
 PAUL LEIGH
 JAMES LENTING
 MICHAEL LEPRE
 JEFFREY LEWIS
 JAMES LINT
 RICK LISTON
 ANTHONY LONG
 STEVEN LONG
 JASON LOTT
 CRAIG LOWRY
 CHAD LUDWIG
 DIRK LUEDERS
 ROSS LUKOWSKI
 SCOTT LYMAN
 MARY LYNN
 NEAL LYON
 KARI LYONS
 ALAN MACVICAR
 DARIN MADEIRA
 KRISTIAN MAGAR
 DAVID MALONEY
 L MALONEY
 JOHN MALONEY
 BRIAN MANGES
 HEIDI MARINO
 JEFF MARKS
 TANIS MARQUETTE
 KEVIN MARROW
 STEVEN MARTIS
 GARY MATEJKA
 TIMOTHY MATTHEWS
 ANGELA MATTIS
 JOHN MAURER
 DONNA MAY
 BARRY MCCALLUM
 MATTHEW MCDDEVITT
 CHARLES MCDOWELL
 ROBERT MCDOWELL
 THOMAS MCFADDEN
 DAVID MCGILL
 DAVID MCGUAN
 MICHAEL MCINTOSH
 WILLIAM MCKINNEY
 JACOB MCLEAN
 LAWRENCE MCMANAMON
 NEIL MCMANUS

NEW CSPs IN 2004

NEW CSPs IN 2004

MARYANN MEDEIROS
 ERIC MEINDL
 ERIC MEITTUNEN
 JOHN MELLETTE
 WILLIAM MENER
 HOLLI MERCHANT
 KEVIN MERSHIMER
 TODD MEYER
 ANGELO MIKLOS
 LEN MILAWSKI
 GARRET MILLER
 STEVE MILLER
 WANDA MINNICK
 TABATHA MITCHELL
 DENNIS MITTERER
 RICHARD MIZENKO
 BERTRAND MOHRDIECK
 JOHN MOLLERE
 JOSHUA MOORE
 KRISTIN MORICO
 JOHN MORTON
 SHARON MOUNT
 DANIEL MULCAHEY
 SHANE MULLENNIX
 MICHAEL MURDZIA
 DAVID MURRAY
 MARK MURRAY
 MICHAEL NARVAEZ
 MICHAEL NELSON
 NEIL NELSON
 JEFFREY NESBITT
 JOHN NEWQUIST
 GREGORY NORSWORTHY
 MATTHEW NORTON
 KATE NOVICK
 JAMES OLDS
 MANUEL OLMEDO
 JASON OLSON
 WENDY OSER
 DEE PACKARD
 TIMOTHY PANASKI
 MICHAEL PANIZZI
 ANITA PARDUE
 KEUMMI PARK
 DAVID PARKER
 PAUL PARRY
 GEORGE PATTERSON
 DAVID PEARSON
 ROBERT PENDRYS
 RYAN PERKINS
 FAITH PERRY
 MICHAEL PERRY
 MICHAEL PERRY
 DOUGLAS PERSON
 ALFRED PETER
 JOHN PETERS
 LARRY PETERSON
 HOMER PETERSON II
 FRANCIS PFEIFER
 RICHARD PICKUP
 JOHN PIETUSZKA
 GERALD PINEDA
 BRIAN PINTAGRO
 GREGORY PIPALA
 LEE POLIZZI
 CARL POTTER
 AUSTIN PRATHER
 BRIAN PRICE
 JAMES PROTHRO
 CARL PROVENCHER
 JULIE PUGH
 KENNETH RAMM
 RICHARD RANCK
 DUANE RANDS
 CHESTER RAZER

GEOFFREY REBER
 M REESE
 JASON REICHERT
 MARY REINHART
 MICHAEL RESAR
 JOHN RHEA
 BERT RHOADS
 MICHAEL RHODE
 SHIRLEY RIAD
 JEFFREY RICHARDS
 GREGORY RIGDON
 BRANTON RILEY
 ERIN RING
 MICHAEL RIVERA
 DAVID RIVERS
 PAUL ROBERTS
 THOMAS ROBERTSON
 RUSSELL ROBINSON
 WILLIE ROBINSON
 ALICE ROGERS
 JOEL ROGERS
 ROBERT ROSALES
 BENJAMIN ROSS
 MICHAEL ROSSI
 KURT ROWELL
 STACY ROZELL
 E RUDOLPH
 WAYNE RUMMEL
 RICK RYBACK
 JOSEPH SACCARO
 ROBERT SAGENDORF
 JENNIFER SAHMEL ELLIOTT
 DAVID SANTIAGO
 THOMAS SANTOLI
 JOSEPH SASSO
 DEANA SCHEPP
 FERNANDINA SCHILLER
 CHAD SCHILLING
 WILLIAM SEARCH
 CATHY SEEGER
 JUSTIN SERGENT
 VIRGINIA SERGENT
 HECTOR SERNA
 ROBERT SESTITO
 DAVID SHAMPINE II
 KEVIN SHEEHAN
 DANIELLE SHEEN
 EMMITTE SHOOP
 SCOTT SIEGWALD
 JOSEPH SIKA
 LARRY SIMMONS
 RUSSEL SINOR
 MICHAEL SISLER
 BRIAN SITZ
 WILLIAM SKINNER
 ROGER SMITH
 PAUL SMITH
 MARY SNOW
 TROY SORENSEN
 JAMES SPEELMAN
 DARREN SPENCER
 CASE SPENCER
 JOSEPH SPIELMAN
 RICHARD SPRANGER
 DONNELL SQUIRES
 ANNE MARIE ST CLAIR
 PETER ST JAMES
 ANTHONY STEPHENS
 BRAD STEWART
 MICHAEL STIERWALT
 JASON STOWELL
 STACEY STRICKLAND
 CHRISTOPHER STROHMAN
 ROBERT STRONG
 CLARE SULLIVAN

MARTIN SULLIVAN
 VINCENT SULLIVAN
 VICKI SWANSON
 JAMES SWANSON
 MICHAEL TALMONT
 GARY TELLISH
 JODY TERRELL
 JEFFREY THOMAS
 REED THOMASON
 GREGORY THOMPSON
 MARY-J THOMPSON
 STEPHEN THORNE
 JASON TINCH
 GARY TITTLE
 KRIS TRAUBEL
 JEFFREY TREFFINGER
 LISA TUCK
 KEVIN TUCKER
 GREGG TULLEY
 CHRISTOPHER ULRIKSEN
 MARK VALENTINE
 AMY VAN CLEVE
 MICHAEL VAN DYKE
 DALE VARNEY
 MICHAEL VINCI
 ERIC VOIGHT
 JAMES WADATZ
 MARGARET WAGNER-NEANDER
 JOHN WALKER
 WILLIAM WALKER III
 GARY WALLACE
 STEPHEN WALLACE
 WILLIAM WALLACE
 YUN WANG
 JEFFREY WANKO
 COREY WARD
 JODY WARNER
 THOMAS WAZELLE
 DAVID WEATHERFORD
 LOUIS WEAVER
 WILLIAM WEBBER
 NEIL WEBSTER
 ANDREW WEHR
 ARNOLD WEISS
 RACHEL WELLS
 MARCLEY WENDELL
 KENTON WENGERT
 DAVID WENZEL
 JOSEPH WERBICKI
 LEONARD WEST
 KEVIN WILCOX
 TODD WILHITE
 KEVIN WILKINS
 PHILLIP WILLIAMS
 RODNEY WILLIAMS
 WILLIAM WILLIAMS
 STEPHEN WILLIS
 GEORGE WINEBRENNER
 RICHARD WINGO
 RUSSELL WINNIE
 JAMES WITHERS
 SANFORD WOO
 JASON WRIGHT
 WILLIAM WRIGHT
 WILLIAM YATES
 CHUN KEUNG YU
 LEONA ZAK
 ROBERT ZIMEK
 DARRYL ZOCH

RESPONSIBILITIES OF CSPs

RESPONSIBILITIES OF CSPs

Ethics and Professional Conduct

In applying for and achieving the CSP designation, candidates and certificants agree to abide by the *CSP Code of Ethics and Professional Conduct*. Achieving ethical professional practice can sometimes be difficult, however, CSPs are required to protect people, property, and the environment while keeping the interests of employers and clients in mind. The *CSP Code of Ethics and Professional Conduct* is a guide for making professional safety practice decisions.

When there are substantiated violations of the *CSP Code of Ethics and Professional Conduct*, BCSP acts through its disciplinary procedures to reprimand individuals or suspend or revoke certifications. BCSP publishes the disciplinary procedures, along with the rest of the *BCSP Bylaws*, on the BCSP web site (www.bcsp.org).

Keeping BCSP Informed

Those holding the CSP designation have an obligation to keep BCSP informed of their current mail and email addresses. BCSP must be notified when someone moves or changes employment. BCSP can provide the best support for candidates and certificants when their data is current and accurate. Address changes can be made on the BCSP web site. Name changes require documented proof of the change before BCSP can change an individual's record.

Authorized and Unauthorized Use of the CSP Designation

Once individuals become CSPs, the fundamental concept is that if they engage in professional safety practice at all, they must either meet the requirements to retain the certification or they will lose it. CSPs must pay an annual renewal fee and must meet COC requirements by achieving 25 points every five years to retain their certification. Individuals failing to meet these two requirements lose the right to use BCSP designations.

Individuals who are no longer engaged in professional safety practice, may choose CSP Retired status. The status does not mean that one is retired from regular employment or a long-held position. CSP Retired indicates that a person once held the CSP designation and no longer meets the requirements to retain it, but wishes to retain a connection to the CSP designation. Someone electing CSP Retired status is not allowed to use the CSP or Certified Safety Professional designations. BCSP considers claiming to be a CSP unauthorized use of the designation when the requirements to achieve or retain the CSP designation have not been met.

BCSP takes action against individuals who claim to hold BCSP designations, but have never achieved them or have lost the right to use them. BCSP will act against such individuals when there is clear evidence that they have used BCSP designations on business cards, resumes, letters or other documents and BCSP has an address by which to contact the unauthorized user. Employers, those holding the CSP designation, and others provide assistance in identifying individuals who may be using the CSP designation without authority. A list of individuals who have used the CSP designation without authority is published on the BCSP web site.

BCSP publishes certification status several ways. A list of those meeting current certification requirements appears on the BCSP web site within the online *CSP/ASP Directory* (updated daily). BCSP also has a more comprehensive directory available in electronic format.