

2002—A TRANSITION YEAR

On the national scene, 2002 left us with a transition from 9/11 to the future. We saw a transition to formalization of homeland security. We saw a flat economy with little churn in the marketplace, limited job opportunities, and people holding to their current positions. We saw low interest rates and a downturn in the stock market. We saw corporate scandals that challenged professional ethics at many levels.

In the safety profession, many saw some change in job responsibility resulting from the focus on homeland security. Some felt the sluggishness of the job market. Some experienced a renewed commitment to ethics in the workplace.

BCSP saw some transition activities as well. As part of a commitment to help attract the best and brightest to the safety profession, BCSP established an agreement with the American Society of Safety Engineers Foundation to ensure that the publication, *Career Guide to the Safety Profession*, stays in print and is available free to students and schools with safety degrees. The Board increased emphasis on a “mentor” program that encourages CSPs to help other safety professionals to demonstrate their professionalism through achieving the CSP. After a lengthy study, BCSP updated its standard for acceptance of degrees from U.S. colleges and universities.



Stew Burkhammer
CSP, OHST, PE
2002 BCSP President

BCSP continued its emphasis on excellence as a certification body. BCSP began a transition in the structure of the Board positions to achieve participation based on a wider variety of professional characteristics. The new structure expands the number of at-large director positions from two to six and allows BCSP membership organizations to nominate individuals to all six membership organization positions.



Roger L. Brauer
Ph.D., CSP, PE, CPE
Executive Director

To help validate the quality of the CSP certification, BCSP continues to find opportunities to meet the highest possible standards for certifications. In addition to holding accreditation from the National Commission for Certifying Agencies (NCCA) and the Council of Engineering and Scientific Specialty Boards (CESB), during 2002 BCSP achieved recognition from the National Skill Standards Board (NSSB), a federal agency with responsibility for making U.S. workers competitive in the world economy. Also, BCSP was selected by the American National Standards Institute (ANSI) as one of six certifications in all fields in the U.S. to participate in a pilot program for a new international standard (ISO 17024) covering certification of persons. Results will be announced in 2003.

We hope that any transitions you experienced in 2002 were positive ones that helped to advance your professional safety career.

A handwritten signature in cursive script that reads "Stew Burkhammer".

Stew Burkhammer

A handwritten signature in cursive script that reads "Roger L. Brauer".

Roger L. Brauer

PURPOSE AND HISTORY OF BCSP



The Board of Certified Safety Professionals 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.

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 (ASP), 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.

VISION

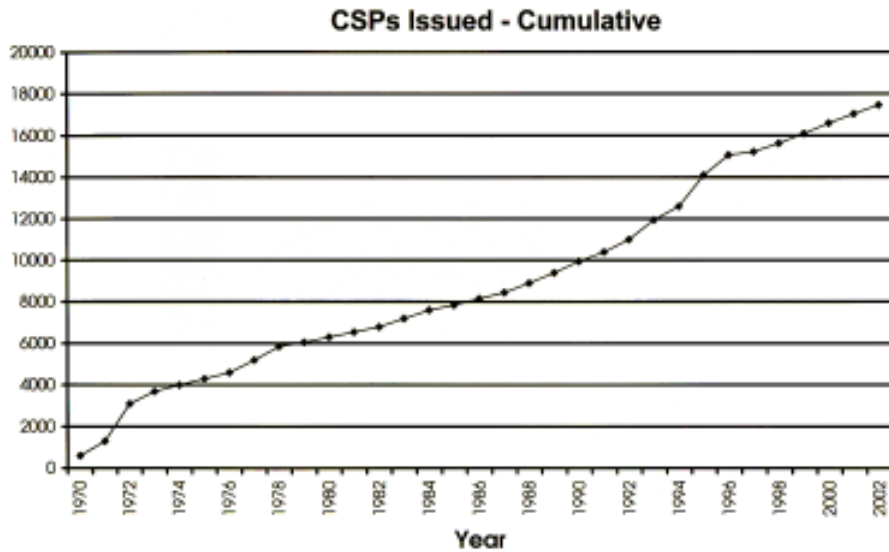
BCSP is recognized as the leader in high quality credentialing for SH&E practitioners in order to enhance safety of people, property and the environment.

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.

CERTIFICATION

The chart below illustrates the growth in the number of certifications issued by BCSP over the years. During 2002, BCSP certified 427 individuals as new CSPs.



Below is a table of statistics that summarizes the BCSP certification activity. Data are either for calendar year 2002 or reflect counts at the end of 2002.

Number of CSPs issued in 2002	427
Number of current CSPs	10,106
Number of ASPs issued in 2002	340
Number of current ASPs	959
Number of CSPs electing CSP (Retired) status in 2002	119
Number of persons currently holding CSP (Retired) status	929
Number of CSPs dropped during 2002 for:	
Failure to pay annual fee	236
Failure to meet Continuance of Certification	65

The chart below identifies how current CSPs achieved their certification.

APPLICATIONS

Applicants for the CSP designation must meet academic and professional safety experience requirements in order to qualify for the Safety Fundamentals and Comprehensive Practice examinations leading to the Certified Safety Professional. 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 2002, BCSP received 703 applications for the CSP.

EXAMINATIONS

Candidates for the CSP 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 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 passing scores are based on those candidates who meet minimum qualifications.

A summary of examination performance for 2002 appears below. Examination reliability is above that required for quality certification examinations.

	Safety Fundamentals	Comprehensive Practice
Number of Candidates	795	755
Percent Passing	41.1%	56.2%
Mean Score	61.7%	62.2%
Standard Deviation	15.7	13.4
Low Score	28.0%	21.7%
High Score	88.0%	87.4%
Internal Consistency Reliability (KR-20)	0.85	0.77
Standard Error of Measurement	6.14	6.21
Decision Consistency [$K^2_{(x,r)}$]	0.86	0.84

CONTINUANCE OF CERTIFICATION

Individuals holding the CSP designation must be recertified every five years by gaining 25 points through ten activity categories in the Continuation 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 Continuation of Certification activities for 2002.

Number of CSPs due for recertification	1,931
Number of CSPs submitting COC reports	1,866
Number failing to meet COC requirements	65
Total recertified through COC program	1,849

In 2002, CSPs earned Continuation of Certification points in the following categories. Results are based on a sample of those reporting.

Category	Average Points Earned	Percent of Total of Points	Percent of People
1. Professional Safety Practice	9.42	28.3	99
2. Safety Organization Membership	4.65	14.01	98
3. Service on Committees and Offices	2.30	6.91	44
4. Professional Publications and Papers	0.68	2.03	11
5. Writing Draft Examination Questions	0.12	0.36	8
6. Professional Development Conferences	4.0	13.5	80
7. Continuing Education Courses & Seminars	7.22	21.31	91
8. College & University Courses	2.53	7.39	14
9. Achieving an Advanced Degree	1.0	3.01	7
10. Passing Certification/License Examinations	1.18	3.55	4
AVERAGE POINTS EARNED	33.10		

ACCREDITATION

BCSP holds accreditation from 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 program 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. Standards cover governance, audited financial disclosure, fairness in testing, validity and reliability of examinations, use of acceptable methods to set passing scores, independence from membership organizations, public participation, security, recertification and many other factors. BCSP's current five-year accreditations extend as follows: NCCA until 2004 and CESB until 2006.

The CSP Ergonomics and Construction Safety specialty examinations are accredited by NCCA.

In 2002, the **National Skill Standards Board (NSSB)**, an independent, non-partisan body created by Congress to build a voluntary national skill standards system, recognized the CSP program and its specialties.

The CSP complies with ASTM E1929-98—*Standard Practice for Assessment of Certification Programs for Environmental Professionals: Accreditation Criteria*.

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 certification. 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 Society of Safety Engineers (ASSE) | 1974 |
| • American Industrial Hygiene Association (AIHA) | 1974 |
| • System Safety Society (SSS) | 1977 |
| • Society of Fire Protection Engineers (SFPE) | 1984 |
| • National Safety Council (NSC) | 1994 |
| • Institute of Industrial Engineers (IIE) | 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 certificate holders who must meet requirements to retain their certification. BCSP Board directors 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 thirteen 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 twelve members are chosen from 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:

- | | |
|------------------------|--|
| • Nominating Committee | • Professional Standards Committee |
| • Executive Committee | • Continuance of Certification Committee |
| • Finance Committee | • Professional Development Committee |

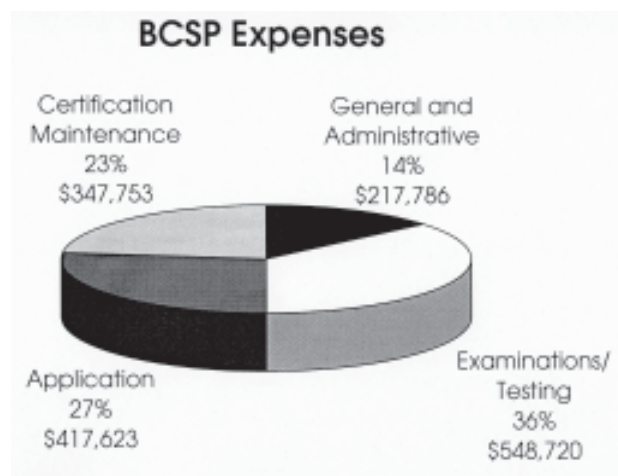
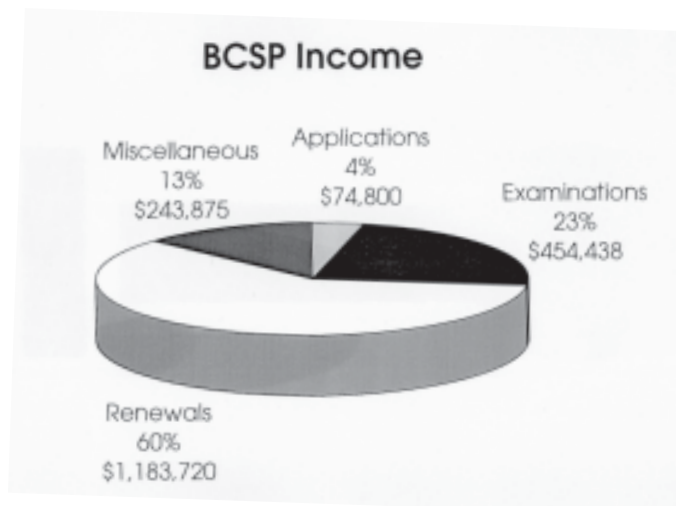
GENERAL FINANCIAL CONDITION

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 directories, self-assessment examinations, etc.

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

During 2002, BCSP exceeded the net revenue forecast in the 2002 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 2002 audited financial statement.



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, 2002 and 2001, 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, 2002 and 2001, 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 12, 2003

McGladrey & Pullen, LLP is an independent member firm of
PwC International, an affiliation of independent accounting
and consulting firms.

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BOARD OF CERTIFIED SAFETY PROFESSIONALS STATEMENTS OF FINANCIAL POSITION December 31, 2002 and 2001

	2002	2001
ASSETS		
Current Assets		
Cash	\$ 720,016	\$ 1,238,253
U.S. Treasury bills and note	296,952	199,906
Certificates of deposit	500,000	200,000
Mutual funds	90,528	-
Receivables:		
Management fee	108,672	97,872
Interest and other	20,815	24,161
Prepaid expenses	55,302	40,507
Total current assets	1,794,285	1,800,699
Property and Equipment		
Land	45,373	45,373
Building	521,149	501,223
Furniture and fixtures	300,863	292,259
Computer software	94,926	83,707
	962,301	922,562
Less accumulated depreciation	515,107	489,850
	447,194	432,712
Investments and Other Assets		
Certificates of deposit	400,000	100,000
Non-profit joint venture	59,651	53,544
Exam development costs, less accumulated amortization		
2002 \$174,189, 2001 \$162,764	63,834	74,219
Total investments and other assets	523,485	227,763
Total assets	\$ 2,764,965	\$ 2,461,174
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable	\$ 41,699	\$ 59,055
Accrued expenses	73,118	61,182
Unearned renewal fees	768,428	838,169
Unearned exam fees	91,500	135,275
Total current liabilities	974,745	1,093,681
Net Assets		
Unrestricted	1,790,220	1,367,493
Total liabilities and net assets	\$ 2,764,965	\$ 2,461,174

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, 2002 and 2001

	2002	2001
Revenues		
Renewal fees	\$ 1,183,720	\$ 857,648
Examination fees	454,438	468,165
Management fee	108,672	97,872
Time extension fees	50,709	82,395
Application fees	74,800	65,529
Interest and dividends	44,859	53,882
Self assessment team sales	33,200	31,529
Directories and salary surveys	6,444	12,458
	1,856,833	1,669,460
Expenses		
Examinations and testing	548,720	539,156
Applications for certification	417,623	377,422
Certification maintenance	347,753	326,138
General and administrative	217,796	192,888
	1,531,892	1,435,604
Equity in net income of joint venture	6,107	21,255
Unrealized loss on investment in securities	(8,331)	-
Increase in unrestricted net assets	422,727	255,111
Net unrestricted assets at beginning of year	1,367,493	1,112,382
Net unrestricted assets at end of year	\$ 1,790,220	\$ 1,367,493

See Notes to Financial Statements.

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BOARD OF CERTIFIED SAFETY PROFESSIONALS STATEMENTS OF CASH FLOWS Years Ended December 31, 2002 and 2001

	2002	2001
Cash Flows from Operating Activities		
Increase in unrestricted net assets	\$ 422,727	\$ 255,111
Adjustments to reconcile increase in unrestricted net assets to net cash provided by operating activities:		
Depreciation and amortization	44,042	52,188
Uncollectible renewal fees	90	550
Equity in net (income) of joint venture	(6,107)	(21,255)
Amortization of discount on U.S. Treasuries	(4,728)	(2,602)
Unrealized loss on investments in securities	8,331	-
Change in assets and liabilities:		
(Increase) decrease in:		
Receivables	(7,544)	(31,827)
Prepaid expenses	(14,795)	10,792
Increase (decrease) in:		
Accounts payable and accrued expenses	(5,428)	(44,131)
Unearned renewal fees and exam fees	(113,516)	317,913
Net cash provided by operating activities	323,089	536,739
Cash Flows from Investing Activities		
Purchase of property and equipment	(47,100)	(18,590)
Capitalization of exam development cost	(1,040)	-
Proceeds from maturity of U.S. Treasury bills and notes	200,000	300,000
Proceeds from maturity of certificates of deposit	200,000	300,000
Purchase of U.S. Treasury bills and notes	(288,912)	(198,199)
Purchase of certificates of deposit	(800,000)	(300,000)
Purchase of investments in mutual funds	(104,265)	-
Net cash provided by (used in) investing activities	(841,317)	83,405
Increase (decrease) in cash	(518,227)	620,144
Cash:		
Beginning	1,238,253	618,109
Ending	\$ 720,016	\$ 1,238,253

See Notes to Financial Statements.

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AUDITED FINANCIAL STATEMENT *continued*

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:

Renewal 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 revenues 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 are carried at fair value which approximates amortized cost. Mutual funds are carried at fair value. Fair value is based upon quoted market prices as listed on 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 provided using the straight-line method over the estimated useful lives of the assets.

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)(6) 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 these estimates.

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BOARD OF CERTIFIED SAFETY PROFESSIONALS NOTES TO FINANCIAL STATEMENTS

The balance sheets of CCHES as of December 31, 2002 and 2001, were summarized from its audited financial statements and are as follows:

	2002	2001
Cash	\$ 239,250	\$ 313,789
Certificate of deposit	100,000	-
Receivables	5,618	1,313
Prepaid expenses	9,907	8,354
Property and equipment, net	-	66
Exam development costs	131	1,738
	<u>\$ 354,906</u>	<u>\$ 325,298</u>
Accounts payable	\$ 119,722	\$ 112,837
Unearned renewal and examination fees	115,882	105,375
Net assets - unrestricted	<u>119,302</u>	<u>107,086</u>
	<u>\$ 354,906</u>	<u>\$ 325,298</u>

Increase in unrestricted net assets was \$12,214 and \$42,510 for the years ended December 31, 2002 and 2001, 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. There was no outstanding balance as of December 31, 2002 and 2001.

Note 6. Reclassification

Certain items in the accompanying statement of functional expenses as of December 31, 2001 have been reclassified, with no effect on unrestricted net assets, to be consistent with the classifications adopted as of December 31, 2002.

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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, 1998 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 \$34,955 and \$37,167 for the years ended December 31, 2002 and 2001, respectively.

Note 4. Investment in Non-Profit Joint Venture

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

BCSP performs the administrative duties related to the CCHES's operations. For the years ended December 31, 2002 and 2001, BCSP charged CCHES \$108,672 and \$97,872, respectively, to cover direct staff support and overhead. This management fee is based on the number of applications received by the CCHES, 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. CCHES owed BCSP management fees of \$108,672 and \$97,872 as of December 31, 2002 and 2001, respectively. In addition, CCHES owed BCSP \$772 and \$328 of miscellaneous expense as of December 31, 2002 and 2001, respectively, which is included in interest and other receivables in the accompanying statement of financial position.

Investment in the CCHES, as reported in the balance sheet at December 31, 2002 and 2001, is as follows:

	2002	2001
Beginning balance	\$ 53,544	\$ 32,289
Board's share of CCHES's increase in unrestricted net assets	6,107	21,255
Ending balance	<u>\$ 59,651</u>	<u>\$ 53,544</u>

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BOARD OF CERTIFIED SAFETY PROFESSIONALS STATEMENT OF FUNCTIONAL EXPENSES Year Ended December 31, 2002, With Comparative Totals for 2001

	Examinations and Testing	Applications for Certification	Certification Maintenance	General and Administrative	Totals	
					2002	2001
Salaries	\$ 137,640	\$ 102,695	\$ 137,640	\$ 82,583	\$ 550,558	\$ 454,430
Examination expense	239,842	-	-	-	239,842	267,154
Employee benefits	42,488	59,483	42,488	25,491	169,950	138,155
Travel	19,037	28,555	19,037	28,554	95,183	84,044
Postage	5,486	13,716	30,173	5,486	54,861	71,763
Printing supplies	4,268	23,341	14,939	2,134	43,682	65,585
Payroll taxes	11,127	15,577	11,127	6,675	44,506	37,852
Consulting	17,792	8,896	8,896	8,895	44,679	48,548
Depreciation and amortization	11,011	11,011	11,011	11,069	44,042	52,188
Bank charges	6,675	3,338	20,825	3,337	33,375	33,688
Marketing	7,811	7,811	7,811	7,809	31,242	21,852
Office supplies	5,672	8,598	5,672	8,599	28,341	22,320
Legal and accounting	6,626	4,424	8,848	2,211	22,119	22,128
Building repairs	5,418	5,418	5,418	5,417	21,671	21,804
Telephone	4,069	12,828	4,069	-	20,844	16,117
Exhibit expense	2,384	6,358	3,975	3,177	18,892	17,808
Utilities	2,447	3,447	3,447	1,150	11,491	11,100
Insurance	4,189	2,095	2,095	2,094	10,473	9,900
Dues/subscriptions	2,576	2,576	2,576	2,574	10,382	6,874
Real estate tax	2,470	2,470	2,470	2,470	9,889	9,460
Equipment repair	2,356	2,356	2,356	2,354	9,422	5,816
Accreditation expense	2,302	2,302	2,302	2,301	9,207	7,500
Recruiting expense	2,736	1,824	-	-	4,560	624
Tax expense	-	-	-	1,439	1,439	1,447
Temporary clerical	-	-	-	793	793	1,887
Promotions	23	69	23	-	115	86
Uncollectible renewal fees	-	-	90	-	90	550
Miscellaneous	1,325	1,325	1,325	1,324	8,299	4,404
	<u>\$ 548,720</u>	<u>\$ 417,621</u>	<u>\$ 347,752</u>	<u>\$ 217,786</u>	<u>\$ 1,831,882</u>	<u>\$ 1,435,604</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.castlelearning.org)

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 test development, item editing, examination and item analysis, passing point setting, job analysis and validation studies, foreign examination delivery, publication of examination reference materials and general psychometric expertise. CASTLE has nationally recognized psychometricians on its staff.

Prometric, Inc., Baltimore, MD (A Division of Thompson Learning Company) (www.prometric.com)

Prometric, Inc. is a division of the Thompson Learning Company, an international publishing company. Prometric provides computer-based testing at locations throughout the United States, U.S. territories and Canada for BCSP and many other organizations. BCSP contracts for examination appointment operators, loading and encrypting of examinations, distribution of the examinations to testing facilities, testing facility use, examination proctoring, archiving of examination records, local publication of results, and electronic transfer of examination records to 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
KSC Systems
- Design and Graphic Arts Services
Image Graphics
- Mailing Services
Direct Impressions, Inc.
Strategic Marketing and Mailing
- Printing Services
Crouse Printing
Dixon Graphics
Insty-Prints Business Printing Services
Rieble Printing
Superior Printing
United Graphics

2002 DIRECTORS AND OFFICERS



PRESIDENT

S.C. Burkhammer, CSP, OHST, PE
Principal Vice President (Retired)
Bechtel Group of Companies
Director, Office of Construction Services
Occupational Safety and Health Administration
(American Society of Safety Engineers)



S.Z. Mansdorf, Ph.D., CSP, CIH
Safety, Industrial Health & Environment Director
L'Oreal, Production & Technology
(American Industrial Hygiene Association)



VICE PRESIDENT

David A. Herbert, CSP
Consultant
Herbert Management
(At Large Director)



Donald M. Ostrander, CSP
Director, Product Development
Occupational Safety and Health Services
National Safety Council
(National Safety Council)



SECRETARY/TREASURER

Curt L. Lewis, CSP, PE
Corporate Manager, System Safety
American Airlines
(At Large Director)



Jeffrey L. Robinson, CSP, PE
Facilities Support Manager
Washington Group
(Society of Fire Protection Engineers)



PAST PRESIDENT

Jan Simon Clark, CSP, CIH
Safety and Health Consultant
Environmental Resources Management
(At Large Director)



Henry J. Smablik, CSP, CIH
Manager, Industrial Hygiene and Environmental
Consulting
Vallen Knowledge Systems
(American Industrial Hygiene Association)

DIRECTORS



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



Richard Stephans, CSP, PE
Consultant
(System Safety Society)



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



PUBLIC DIRECTOR

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



Carter J. Kerk, Ph.D., CSP, PE, CPE
Assistant Professor,
Industrial Engineering Program
South Dakota School of Mines and Technology
(Institute of Industrial Engineers)

BCSP STAFF



EXECUTIVE DIRECTOR

Roger L. Brauer,
Ph.D., CSP, PE, CPE



MANAGER OF CANDIDATE OPERATIONS

J. Mark Hance,
CM



MANAGER OF COMMUNICATION AND MARKETING

Heather Murphy



Administrative Assistant
Linda Charles



Customer Service Coordinator
Barbara Manolakes



MANAGER OF BUSINESS SYSTEMS

Sean Conklin



EXAMINATION DIRECTOR

Steven G. Schoolcraft,
CSP, PE



Customer Service Associate
Jennifer Heinold



Systems Developer
(Contractor)
Paul Kohler
KCS Systems



Examination Assistant
Andrea Nolan



Customer Service Associate
Jolene Keach



Technical Specialist
(Contractor)
Donald Samdahl,
CSP, CIH



Customer Service Clerk
Jada Minor



DIRECTOR OF FINANCE AND HUMAN RESOURCES

Angela Kluth,
CPA



Customer Service Clerk
Stacy Fisher



Financial Assistant
Jana Pflugmacher



Operations Clerk
Alicia Neils-Millsap

ACHIEVEMENTS AND MILESTONES

During 2002, some of the achievements and milestones of BCSP included the following:

- CSP Construction Safety Specialty examination accredited by the National Commission for Certifying Agencies (NCCA).
- Accreditation renewed for the ASP and CSP from the Council of Engineering and Scientific Specialty Boards (CESB).
- All CSP Specialty examination (Construction Safety, Ergonomics, and System Safety) fees reimbursed by the Department of Veterans' Affairs (VA).
- The CSP and all three CSP Specialties recognized by National Skill Standards Board (NSSB).
- Standard updated for acceptance of U.S. degrees.
- BCSP selected to participate in ANSI/IEA/ISO 17024 accreditation pilot project.
- Contracts with Prometric and CASTLE Worldwide renewed.

JOINT VENTURE

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

- OHST: Occupational Health and Safety Technologist (since 1985)
- CHST: Construction Health and Safety Technician (since 1994)
- STS-Construction: Safety Trained Supervisor in Construction (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 Department of Veterans' Affairs (VA) now reimburses OHST, CHST, and STS-Construction examination fees.

NEW CSPs IN 2002

JOHN ABLE
WILLIAM ADAMS
MIGLIG ALEMAN
RICHARD ALLEN
TROY ALLEN
CRISPIN ALLEYNE
BRADLEY ALTON
DAVID ANGLIN
JEFFREY ANSEL
PAUL ANTONNEAU
SUSAN ARMSTRONG
PAUL ARONIAN
TRACY AVANT
DAVID AYERS
RODDY BACHMAN
EIMAN BADR
CHRISTOPHER BAILEY
RANDALL BAILEY
FRANK BAKER
MARTIN BARRY
PAUL BARTLESON
MARK BATES
JANE BEAUDRY
MICHAEL BEEKMAN
HERBERT BELL
WILLIAM BENFIELD
LAWRENCE BENNETTA
DAVID BERARD
JOHN BERINO
CHRISTOPHER BLASIO
JAMI BOCKENSTETTE
PATRICK BOOTHE
ALAN BORN
DAVID BOUTIN
VERONICA BOVEE
RAYMOND BRADISH
KENDEL BRANTLEY
MICHAEL BRANTMEIER
DIANE BRAYDEN
CRAIG BROWN
DAVID BROWN
PAUL BROWN
KEVIN BROWNE
DIANNA BRYANT
DAVID BURRIS
JAMES BUSBY
MICHELE BYRUM
KEVIN CANNON
CHET CANOVA
DAVID CARL
LORI CARPENTER
MARK CERNIGLIARO
JEFFREY CHILCOTT
ELLEN CLAS
TERRY CLEVELAND
STEVEN COLE
CHRISTOPHER COLES
HUGH COLLINS
LAURA COMSTOCK
TIM CONNELLY
THOMAS CONRAD
BILL COOK
CHRISTOPHER COOLEY
GREGORY COOLEY
LYNN CORLETT
SOCORRO COTTLE
MICHAEL COWAN
RENEE COWELL
PATRICIA COWIN
MICHAEL COYLE
ROBERT CRUSE
THOMAS CULROSS

TODD CUMMINGS
THOMAS DAGGETT
JOHN DANBY
DAVID DAUM
KEENA DAUTLICK
EDWARD DAVIS
ROGER DAVIS
PETER DEARDORFF
PAUL DEBIASE
GARY DEWEESE
MARK DEWITT
DALE DHOOGHE
MILAGRO DIAZ
EDWARD DICKS
KEVIN DILLOW
EDWARD DOBO
ARNOLD DOPPLER
BRUCE DORTORT
JOHN DOWNEY
BRIAN DRAKE
JEFFREY DRYE
ABRENA DUKE
EDWARD DYNA
MATTHEW EAST
REBECCA EHRIG
KENNETH ELINE
SONYA ERDLEY
LANCE ERICKSON
COLLEEN EUBANKS
DRAKE EVANS
GAIL EVERSON
PATRICIA FARRELL
SFARRIS
LUIVIN FERNANDEZ
LUISA FERREIRA
THOMAS FINNEGAN
MAURICE FINSTERWALD
ROBERT FISCHER
SHARON FISHER
RICHARD FLUHARTY
RUSSELL FONDAW
GARY FONTENOT
SHAWN FOREMAN
BRYAN FRANKLIN
DAVID FRAZELLE
CAROLE FRYE
JASON FUGATE
MARK GABINET
MATT GAINES
RICHARD GARRETT
WILLIAM GARRETT
THOMAS GENIN
JAMES GERALD
DIANE GERHART
BART GEYER
STUART GOCK
PENNY GOODSTEIN
GARRY GOPAUL
KEITH GOSS
MICHAEL GOTTERBA
RONALD GOWEN
EARNEST GRAHAM
MARK GRAHAM
STEPHAN GRAHAM
JADA GRAY
BRUCE GRIFFIN
LISA GROSSBACH
NICHOLAS GROVES
DANE GUDEX
JOSE GUTIERREZ
SAMUEL GUY
STEPHEN HALTERMAN

BRUCE HAMILTON
BRIAN HANN
RANDY HANSEN
JOHN HARLACH
JENNIFER HARP
HOWARD HARRINGTON
DONALD HARRIS
WAYNE HARRIS
DANIEL HARRISON
BRIAN HAWKER
LARRY HAYDEN
ROBERT HECK
JEFFREY HEGER
JEFFREY HEINRICHS
CHRISTOPHER HENESY
MICHAEL HERGES
DONALD HESS
DENNIS HICKMAN
EDWARD HILL
HOLGER HILLE
PAULA HINNEN
ROBERT HODSDON
DIANA HOHMANN
DELICIA HOLLAND
TOBY HOLLIDAY
PHILLIP HOLLINS
DAN HOOVER
BRITT HOWARD
VAN HOWELL
LINDA HUDSON
JASON HUNT
RENEE HUNTMAN
WILLIAM HUSER
HENRY HUTCHINSON
ISAAC HUVAL
KEVIN HYDE
CAMERON ISAACS
GARY JACKSON
JODY JACKSON
JAMES JENNINGS
MICHAEL JOEL
JAMES JOHNSON
RICHARD JONES
WILLIAM JONES
JAMIN KAZARIAN
BUSTER KEASLER
SAMUEL KEEN
MARGARET KERCHNER
SCOTT KETCHAM
DAVID KEYES
VIRGIL KILGROE
SCOTT KINDIG
REBECCA KING
DONALD KINSTLER
JOHN KLEVEN
MICHAEL KLUZIK
MICHAEL KNIGHT
KEVIN KONKEY
CHRISTIAN KOPP
JOHN KORFF
DIANE KROCK
ALAN KROV
ROBERT KRUCKENBERG
DARREN KUNKELMANN
WILLIAM LACKEY
JOHN LAFAYETTE
DENNIS LAJEUNESSE
TODD LALLEY
ANDES LAM
JEREMY LANCASTER
ERICK LANHAM
WILLIAM LARSON

LINDA LASZEWSKI
DOUGLAS LAUGHLIN
DAVID LAVINE
ROGER LEACH
SHELA LEAVINGS
MEDRICK LEE
MICHAEL LEE
JEFFREY LEVENHAGEN
GREGORY LOGAN
JERRY LOGHRY
DAVID LOOMIS
DOUGLAS LOVE
STEPHEN LOWERY
JAY LUCIANI
DAVID LUMBY
STEVEN LUNDIN
BRYAN LUTZ
TODD MACUMBER
DAVID MADARAS
PAUL MANZI
CRAIG MARA
FRANK MARINO
STEPHEN MARQUEZ
MARK MARTIN
VAN MASON
CHRISTOPHER MASSEY
WILLIAM MATHER
PATRICK MATTIS
NEIL MAXSON
JOHN MCCABE
TIMOTHY MCCLAIN
JAMES MCCLELLAN
RANDY MCCLURE
LAWRENCE MCGOWAN
EDWARD MCGRAIL
YONG MCGUIRE
DAVID MCHALE
KYLE MCKINNIS
STEVEN MCKINNON
LANE MCKNIGHT
CHARLES MCMICHAEL
ROBERT MCNEALLY
WILLIAM MECHAM
MARVIN MENESINI
ROBERT MERCER
JEANNE MICHAEL
BRIAN MILLER
KAREN MILLIGAN
ANDREW MINOR
CARRIE MONEY
BRIAN MONK
EDWIN MONTOYA
NANCY MOORHOUSE
STEPHEN MORRIS
SUSAN MORRIS
ROBERT MORRISON
ROBERT MOSER
THOMAS MULL
ROKE MUNA
PATRICK MURPHY
CHRISTOPHER MURRAY
JO MYRICK-JENKINS
DANIEL NELSON
ROY NESBITT
FREDERICK NESKE
DANIEL NEWFANG
D NICHOLSON
SHANE NIESTRATH
DAVID NOLAN
JERRY NORMAN
KENNETH NORWITZ
PATRICK NUGENT

NEW CSPs IN 2002 *continued*

HENRY NYQUIST
JOHN O GRADY
DANIEL O'FARRELL
KRISTY OLIVE
GARY OLSEN
RAYMOND RICHOLSON
HELEN ORDWAY
JASON ORR
CHARLES OSBORNE
DANIEL PABST
JONATHAN PARKER
LYNNE PARKER
DAVID PARSONS
ASHOK PATEL
MARK PATTERSON
DAVID PAULSON
GEORGE PETERSON
TODD PFEIFFER
DAVID PICKARD
LAWRENCE PIERCE
RANDALL PITTMAN
MICHAEL PITTS
MICHAEL PLAGGE
DEAN PODGERS
STEVEN POLICH
JOHN POSTON
ALAN PRATT
FRANCINE PRESTON
CHRISTOPHER RAMSEY
JAMES RANDALL
WILLIAM RANDALL
FERNANDO RANGEL
JANE RANK
DENNY RAVENSTEIN
THOMAS REA
JAMIE REID
SARA RICHARDS
GARY RIMMEY
CHERYL RIORDAN
ROBERT RIVARD
SCOTT ROBBINS
RAYMOND ROBERGE
KELLY ROBERTS
JACQUELINE ROBERTSON
JAMES ROBINSON
JUNE ROBINSON
ROBY ROBINSON
MARK ROEHL
THEODORE ROGERS
TIMOTHY ROGERS
DOMINIC ROMANO
JEFFREY ROMINE
ROBERT ROWLEY
CHRISTOPHER ROY
ROBERT ROY
ORLANDO RUIZ
LORI SANTOLI
KENNETH SATOR
YANEIRA SAUD
BRAD SAYRE
JASON SCHAUFENBUEL
KENNETH SCHMERBER
EUGENE SCHMITT
PAUL SCHMUCK
MARK SCHROERING
JENNIFER SCHUSTER
LEAH SEACE
ANDREW SEAL
BRIAN SEAMAN
MICHAEL SEARS
JOHN SEIBERT
DENNIS SEVIN

BENJAMIN SHAGULA
LAWRENCE SHASSETZ
JOSHUA SHAW
DEBORAH SHEWITZ
DAVID SHIPLEY
ROD SIEMENS
ROBERT SILVESTRI
CHATERPAUL SINGH
DENNIS SKINNER
ANDREW SMITH
GREGORY SMITH
JAMES SMITH
JAMES SMITH
WESLEY SMITH
PATRICK SNODGRASS
THERESA SNOW
PAUL SORRELLE
MICHAEL SPACIL
ERIC SPERLING
ROBERT STALDER
BAZ STEVENS
DANIEL STRAPON
JAMES STREET
MAUREEN SULLIVAN
MARVIN SWAYNE
ALICIA SWEENEY
LINDA SWENSON STOPPACHER
PETER SWERZENSKI
SCOTT SYLVESTER
BRADLY TAYLOR
JAMES THIBODEAUX
JASON THIEL
BRIAN THOMAS
DOUGLAS THORNTON
PATRICK THORNTON
PETER TIBBETTS
TERRY TINCHER
GARY TOWERY
KEITH TROMBLEY
BEIWEI TU
KIMBERLY TUM SUDEN
CHERIE WALTON
JEFFREY WAWRZENIAK
PAUL WEBB
PETER WEGLINSKI
STEVEN WEHRSPANN
SCOTT WEICHLER
DAWN WEINAND
CAROL WELLS
BRYCE WENDLAND
DONAL WESTBROOK
DAWN WESTIN
ROBERT WETHERINGTON
DAVID WHEELER
DANNY WHITE
TERRY WHITE
MARK WIDERGREN
CHUCK WILLIAMS
JOHN WILSON
STEVEN WILSON
MICHAEL WOLTERS DORF
ROBERT WOYTUS
DENNIS YANCEY
JAMES YOUNG
JERRY YOUNG
NAMEER YOUSSEF
COLMAN ZSIROS

RESPONSIBILITIES OF CSPs

Ethics and Professional Conduct

In applying for and achieving the CSP designation, candidates and certificate holders 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 Code of Ethics and Professional Conduct is a guide for making professional safety practice decisions.

BCSP has had a Code of Professional Conduct for many years. The last time it was updated was in October 2000. The current Code of Ethics and Professional Conduct appears at the end of this annual report.

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 have an obligation to keep BCSP informed of their current address. BCSP must be notified when someone moves or changes employment. BCSP can provide the best support for candidates and certificate holders when their data is current and accurate. BCSP does have an address change form 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

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 Continuance of Certification 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 chose CSP-Retired status. This denotes that the individual has previously met the requirements for and once held the CSP designation.

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 and others, provide assistance in identifying individuals who may be using the CSP without authority.

BCSP publishes certification status several ways. The list of those meeting current certification requirements appears on the BCSP web site within the online *BCSP Directory and International Registry of Certified Safety Professionals* (updated daily), as well as in BCSP directories in print and in electronic format.