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The national presidential election in 2008 promised CHANGE. 2008 was also a year for change at BCSP. One significant change was the purchase of the ABIH interests in CCHEST and its para-professional certifications. Prior to the purchase, CCHEST was a 50/50 joint business venture of BCSP and ABIH, with BCSP administering CCHEST on a fee basis. As CCHEST grew, it became apparent that the structure of CCHEST and its relationship with its parent organizations needed to change in a manner that would foster growth and ensure future success. Discussions between BCSP and ABIH had been continuing for the last few years. The solution finally agreed upon was for BCSP to purchase ABIH business interests in CCHEST. This approach will provide a seamless transition and continued service from the perspective of CCHEST certification holders, a priority for BCSP. BCSP and ABIH will continue to collaborate in a number of other areas, such as the OSHA Alliance Agreement.

BCSP completed preparations for new Safety Fundamentals and Comprehensive Practice examinations that went into use on January 1, 2009. Accreditation standards require that the content of examinations be based on studies of practice and new studies updated changes in practice from those BCSP derived in 1999. These changes ensure the quality of the examinations and the CSP.

The sinking economy impacted BCSP as well. While investments of operating reserves are very conservative, BCSP experienced some losses, along with almost every entity trying to manage long-term funds. Fortunately, sound business practices in previous years had placed BCSP on a sound financial footing, and these losses are not expected to affect ongoing operations.

BCSP continues to pursue new certification management software. Very few vendors produce software for certification management. During 2008 BCSP experienced a performance failure by one of these vendors and needed to change direction with different vendor. This resulted in the delay of software implementation and a significant financial write-off, but new system will ultimately provide a better product and significantly improved services for applicants, candidates and certificants.

In other changes, BCSP pursued an updated web site design that will be implemented in 2009. BCSP reimplemented salary surveys and in 2009 will be able to provide access to salary data derived from CSPs and ASPs on a regular basis.

BCSP strives to make those changes that improve the CSP and its expanded portfolio of credentials, their value and the services BCSP provides to its customers.
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 knowledge and skills for recognition, evaluation and control of hazards in 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 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.

**VISION**
The Board of Certified Safety Professionals (BCSP) is recognized domestically and internationally by practitioners and stakeholders as the premier certification body for the highest quality of safety, health, and environment (SH&E)-related certification products and services, dedicated to the protection of people, property, and the environment.

**MISSION**
BCSP is the premier certification body providing domestic and international credentialing services to practitioners, technologists, technicians, supervisors, and workers through its recognized excellence, financial strength, continuous improvement and accredited products and services by offering career advancement paths to those persons in safety, health, and environmental practitioners.
CERTIFICATIONS

The chart below illustrates the growth in the number of certifications issued by BCSP over the years. During 2008, BCSP certified 703 individuals as new CSPs.

Below are statistics which summarize BCSP certification activity. Data is either for calendar year 2008 or reflect counts at the end of 2008.

Number of Certified Safety Professionals (CSPs) issued in 2008  703
Number of current CSPs  11,789
Number of Associate Safety Professionals (ASPs) issued in 2008  654
Number of current ASPs  1,004
Number of Graduate Safety Practitioners (GSPs) issued in 2008  113
Number of current GSPs  634
Number of CSPs electing CSP-Retired status in 2008  89
Number of persons currently holding CSP-Retired status  742
Number of CSPs invalidated during 2008 for:
  Failure to pay annual fee  283
  Failure to meet Continuance of Certification (COC)  55

Over two-thirds of current CSPs achieved their certification through the Comprehensive Practice examination. Less than 1% of CSPs achieved certifications through a waiver (prior to 1972). The remaining certificate holders achieved the CSP certification through the Management Aspects examination, a single examination or other specialty examinations.
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 certification. 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 three years (depending on the degree major). Individuals apply only once.

During 2008, BCSP received 1087 applications for the CSP certification.

Candidates for the CSP certification 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 and international accreditation standards for peer certifications require that examination content be validated periodically against the professional practice the examination intends to measure. The last content validity research project was completed in 2008. The next validation study is scheduled for 2015.

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 2008 appears below. BCSP’s examination reliability is acceptable for high-quality certification examinations, according to good psychometric practices.

<table>
<thead>
<tr>
<th>Safety Fundamentals Examination</th>
<th>Comprehensive Practice Examination</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Candidates (All Forms): 919</td>
<td>Number of Candidates (All Forms): 1109</td>
</tr>
<tr>
<td>Mean Score (All Forms): 66.7%</td>
<td>Mean Score (All Forms): 59.8%</td>
</tr>
<tr>
<td>Candidate Passing Rate (All Forms): 72.4%</td>
<td>Candidate Passing Rate (All Forms): 66.1%</td>
</tr>
<tr>
<td>Standard Deviation: 15.7</td>
<td>Standard Deviation: 13.52</td>
</tr>
<tr>
<td>Internal Reliability [KR(20)]: 0.85</td>
<td>Internal Reliability [KR(20)]: 0.79</td>
</tr>
<tr>
<td>Decision Consistency [K^2_{(t, p)}]: 0.89</td>
<td>Decision Consistency [K^2_{(t, p)}]: 0.82</td>
</tr>
</tbody>
</table>
CONTINUANCE OF CERTIFICATION

Individuals holding the CSP certification 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 processed during 2008.

Number of CSPs whose COC cycle ended 12/31/07: 1,640
Number of CSPs failing to meet COC requirements: 73

CSPs reporting in 2008 earned COC points in the following categories. Results are based on a sample of those reporting.

<table>
<thead>
<tr>
<th>Category</th>
<th>Average Points Earned</th>
<th>Percent of Total Points</th>
<th>Percent of People</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Professional Safety Practice</td>
<td>9.76</td>
<td>27.06</td>
<td>98</td>
</tr>
<tr>
<td>2. Safety Organization/Division Membership</td>
<td>4.53</td>
<td>12.56</td>
<td>92</td>
</tr>
<tr>
<td>3. Professional Service</td>
<td>2.28</td>
<td>7.17</td>
<td>38</td>
</tr>
<tr>
<td>4. Professional Publications, Papers, Technical Presentations, and Patents</td>
<td>0.68</td>
<td>1.9</td>
<td>22</td>
</tr>
<tr>
<td>5. Writing Examination Items</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>6. Professional Development Conference Attendance</td>
<td>4.71</td>
<td>13.07</td>
<td>78</td>
</tr>
<tr>
<td>7. Continuing Education Courses/Seminars</td>
<td>7.69</td>
<td>21.32</td>
<td>84</td>
</tr>
<tr>
<td>8. College/University Courses</td>
<td>1.40</td>
<td>3.88</td>
<td>6</td>
</tr>
<tr>
<td>9. Advanced Degrees</td>
<td>1.50</td>
<td>4.16</td>
<td>6</td>
</tr>
<tr>
<td>10. Certification/Registration Examinations</td>
<td>3.20</td>
<td>8.87</td>
<td>24</td>
</tr>
</tbody>
</table>

AVERAGE POINTS EARNED: 35.75

ACCREDITATION AND RECOGNITION

BCSP holds accreditation from an international organization and national organization 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 CSP certification has held accreditation from NCCA since 1994. In 2003, the CSP credential became one of the first five certifications anywhere in any field to achieve accreditation under ISO/IEC 17024. The American National Standards Institute (ANSI) administers this international program in the United States. 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 and ANSI through 2008.

The Department of Veterans Affairs (VA) recognizes the ASP designation and CSP certification and reimburses examination fees of qualified active duty and reserve component military and veterans.
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 ensure 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 certification 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
- National Fire Protection Association (NFPA) 2007

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 certification.

The standing committees of the Board of Directors include:

- Continuance of Certification Committee
- Examination Committee
- Executive Committee
- Finance Committee
- Nominating Committee
- Professional Development Committee
- Professional Standards Committee
- Strategic Planning Committee
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 2008, BCSP exceeded the net revenue forecast in the 2008 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 2008 audited financial statement appears on pages 8 and 9.
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, 2006 and 2007, 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 BCSP’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, 2006 and 2007, 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.

Champaign, Illinois
April 23, 2009

McGladrey & Pullen LLP is a member firm of RSM International, an affiliate of accountants and independent legal entities.

Board of Certified Safety Professionals

Statements of Revenue and Expenses and Changes in Net Assets
Years Ended December 31, 2006 and 2007

<table>
<thead>
<tr>
<th>2006</th>
<th>2007</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$ 1,715,318</td>
</tr>
<tr>
<td></td>
<td>745,052</td>
</tr>
<tr>
<td></td>
<td>433,069</td>
</tr>
<tr>
<td></td>
<td>190,190</td>
</tr>
<tr>
<td></td>
<td>177,855</td>
</tr>
<tr>
<td></td>
<td>21,770</td>
</tr>
<tr>
<td></td>
<td>63,175</td>
</tr>
<tr>
<td></td>
<td>30,700</td>
</tr>
<tr>
<td></td>
<td>4,190</td>
</tr>
<tr>
<td></td>
<td>4,551</td>
</tr>
<tr>
<td></td>
<td>3,313,379</td>
</tr>
<tr>
<td>Expenses:</td>
<td></td>
</tr>
<tr>
<td>Applications for certification</td>
<td>689,407</td>
</tr>
<tr>
<td>Examinations and testing</td>
<td>774,050</td>
</tr>
<tr>
<td>Certification maintenance</td>
<td>591,648</td>
</tr>
<tr>
<td>General and administrative</td>
<td>309,647</td>
</tr>
<tr>
<td></td>
<td>2,425,842</td>
</tr>
<tr>
<td>Equity in net income of joint venture</td>
<td>116,190</td>
</tr>
<tr>
<td>Excess of fair value of COHEST assets over purchase price</td>
<td>(42,891)</td>
</tr>
<tr>
<td>Impairment loss on certificate management system (449,255)</td>
<td>(449,255)</td>
</tr>
<tr>
<td>Unrealized (loss) on investment in mutual funds</td>
<td>(116,240)</td>
</tr>
<tr>
<td>Increase in unrestricted net assets</td>
<td>31,362</td>
</tr>
<tr>
<td>Net unrestricted assets at beginning of year</td>
<td>3,814,733</td>
</tr>
<tr>
<td>Net unrestricted assets at end of year</td>
<td>$ 3,816,096</td>
</tr>
</tbody>
</table>

See Notes to Financial Statements.

Board of Certified Safety Professionals

Statements of Cash Flows
Years Ended December 31, 2006 and 2007

<table>
<thead>
<tr>
<th>2006</th>
<th>2007</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash flows from operating activities:</td>
<td></td>
</tr>
<tr>
<td>Increase in unearned net assets</td>
<td>$ 81,363</td>
</tr>
<tr>
<td>Adjustments to reconcile increase in unrestricted net assets to cash provided by operating activities:</td>
<td></td>
</tr>
<tr>
<td>Depreciation</td>
<td>85,927</td>
</tr>
<tr>
<td>Impairment loss on certificate management system</td>
<td>449,255</td>
</tr>
<tr>
<td>Unrealized net investment loss on investments in mutual funds</td>
<td>283</td>
</tr>
<tr>
<td>Less: cash from sales of mutual funds (116,190)</td>
<td>(39,785)</td>
</tr>
<tr>
<td>Excess of fair value of COHEST assets over purchase price</td>
<td>629,993</td>
</tr>
<tr>
<td>Unrealized loss on investments in mutual funds</td>
<td>536,296</td>
</tr>
<tr>
<td>Change in assets and liabilities:</td>
<td></td>
</tr>
<tr>
<td>Increase (decrease) in:</td>
<td></td>
</tr>
<tr>
<td>Receivables</td>
<td>379,598</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>1,992</td>
</tr>
<tr>
<td>Exam development costs</td>
<td>(39,904)</td>
</tr>
<tr>
<td>Decrease (increase) in:</td>
<td></td>
</tr>
<tr>
<td>Accounts payable and accrued expenses</td>
<td>(229,396)</td>
</tr>
<tr>
<td>Unearned renewal fees and exam fees</td>
<td>83,256</td>
</tr>
<tr>
<td>Net cash provided by operating activities</td>
<td>3,595,419</td>
</tr>
<tr>
<td>Cash flows from investing activities:</td>
<td></td>
</tr>
<tr>
<td>Net cash received in purchase of COHEST</td>
<td>583,257</td>
</tr>
<tr>
<td>Purchase of property and equipment</td>
<td>(227,907)</td>
</tr>
<tr>
<td>Proceeds from maturity of certificates of deposit</td>
<td>1,796,096</td>
</tr>
<tr>
<td>Purchase of certificates of deposit</td>
<td>(580,000)</td>
</tr>
<tr>
<td>Purchase of investments in mutual funds</td>
<td>(389,112)</td>
</tr>
<tr>
<td>Net cash (used in) investing activities</td>
<td>(237,263)</td>
</tr>
<tr>
<td>Increase (decrease) in cash and cash equivalents</td>
<td>883,167</td>
</tr>
<tr>
<td>Cash and cash equivalents: Beginning</td>
<td>455,365</td>
</tr>
<tr>
<td>Ending</td>
<td>$ 1,348,462</td>
</tr>
</tbody>
</table>

(Continued)

2008 | 2007
---|---
ASSETS | |
Current Assets | |
Cash and cash equivalents | $ 1,448,462 | $ 565,305 |
Certificates of deposit | 1,360,000 | 1,500,000 |
Mutual funds | 1,190,540 | 1,200,944 |
Receivables | 364,793 |
Management fee | - |
Interest and other | 32,800 | 16,471 |
Prepaid expenses | 45,906 | 45,906 |
Total current assets | 3,933,679 | 3,795,199 |
Property and Equipment: | |
Building | 506,543 | 562,896 |
Furniture and fixtures | 463,887 | 430,273 |
Land | 377,281 | 377,281 |
Computer software | 170,846 | 142,038 |
Software development costs | 205,461 |
Less accumulated depreciation | 1,580,557 | 1,790,059 |
Useful life | 721,406 | 562,195 |
Total assets | 839,091 | 1,120,055 |
Other Assets: | |
Exam development costs | 117,333 | 72,814 |
Investments: | |
Certificates of deposit | 660,000 | 248,443 |
Nonprofit joint venture | - |
Total investments and other assets | 711,333 | 319,202 |
Total assets | 5,482,362 | 5,522,052 |
LIABILITIES AND NET ASSETS | |
Current Liabilities: | |
Accounts payable | $ 156,871 | $ 170,063 |
Accrued expenses | 88,145 | 172,979 |
Unearned renewal fees | 3,062,280 | 926,294 |
Unearned exam fees | 239,479 | 115,030 |
Total current liabilities | 1,574,467 | 1,367,360 |
Commitments and Contingency (Note 4) | |
Net Assets: | | |
Unrestricted | 3,916,096 | 3,564,733 |
Total liabilities and net assets | $ 5,482,362 | $ 5,522,052 |
See Notes to Financial Statements.
Board of Certified Safety Professionals

Notes to Financial Statement

Note 1. Summary of Significant Accounting Policies (Continued)

Income taxes: BCPSP 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 disclosures 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.

Fair value measurements: BCPSP adopted Statement of Financial Accounting Standards No. 157 (SFAS 157), Fair Value Measurements, effective January 1, 2008. SFAS 157 defines fair value, establishes a framework for measuring fair value and expands disclosure of fair value measurements. The adoption of SFAS 157 did not have a material impact on the consolidated financial statements or results of operations of BCPSP. In accordance with Financial Accounting Standards Board (FASB) Staff Position (FSP) No. 157-2, Effective Date of FASB Statement No. 157, BCPSP will delay application of SFAS 157 for non-financial assets and non-financial liabilities such as goodwill, other intangibles, real estate owned, and repossessed assets until January 1, 2009. SFAS 157 applies to all assets and liabilities that are measured and reported at a fair value basis. BCPSP is currently assessing the potential effect of the adoption of the remaining provisions of SFAS 157 on its financial position, results of operations and cash flows. See Note 6 for additional information.

Reclassification of certain balances: Certain balances, as previously reported in the statements of revenue and expenses and changes in net assets as of and for the year ended December 31, 2007 have been reclassified, with no effect on net unrestricted assets, to be consistent with the classifications adopted as of and for the year ended December 31, 2008.

Note 2. Retirement Plans

BCPSP has a 401(k) plan covering all employees who meet the eligibility requirements. BCPSP is required to provide a safe harbor contribution of 3% of the employees’ compensation. BCPSP will also provide a “matching” contribution up to 5% of the employees’ compensation. BCPSP also has the option to provide an additional 1% discretionary profit sharing match. BCPSP’s contributions, including payment of administrative expense, amounted to $101,350 and $79,952 for the years ended December 31, 2008 and 2007, respectively.

Note 3. Investment in Non-Profit Joint Venture

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

BCPSP performs the administrative duties related to the COCHEST operations. For the years ended December 31, 2008, 2007, and 2006, BCPSP charged COCHEST $453,349 and $364,793, respectively, to cover direct staff support and overhead. During 2008, management fees were based on an estimated number of total hours worked for COCHEST based on historical information multiplied by an effective rate that included overhead expenses. In 2007, the management fees were based on actual total hours worked for COCHEST multiplied by an effective rate that included overhead expenses.

Board of Certified Safety Professionals

Notes to Financial Statement

Note 1. Nature of Organization and Summary of Significant Accounting Policies

Nature of organization: The Board of Certified Safety Professionals (BCSP) is a nonprofit corporation organized to provide peer certification of safety professionals. A summary of BCPSP’s significant accounting policies is as follows:

Revenue: Revenues from renewal fees is recognized in the calendar year to which they apply. Revenue from examination fees is recognized when the examinations are given, or when the time allowed to take the exam expires. Unearned renewal fees and unearned exam fees represent revenue applicable to future periods.

Revenue from application fees and time extension fees are recognized as received. Service fee revenue are fees earned for providing consulting and exam delivery services. These fees are recognized when the service is performed.

Cash and cash equivalents: For purposes of reporting, BCPSP considers money market accounts to be cash equivalents.

Certificates of deposit: Includes certificates of deposit with original maturities in excess of 90 days.

Investments: Mutual fund assets 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: BCPSP accounted for its investment in COCHEST (a non-profit joint venture) by the equity method. Accordingly, BCPSP recorded its share of net income (loss) of the joint venture, the amount of which was added to (subtracted from) the investment account.

On December 31, 2008, BCPSP purchased all of the business assets of COCHEST for $315,000. COCHEST is engaged in the business of providing certifications of health, environmental and safety technologists and will continue to operate as a division of BCPSP.

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:

<table>
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<th>Asset Type</th>
<th>Useful Life</th>
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<td>Buildings</td>
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<tr>
<td>Furniture and fixtures</td>
<td>5 – 10</td>
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<tr>
<td>Computer software</td>
<td>5</td>
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</tbody>
</table>

Exam development costs: Examination development costs are capitalized when incurred and amortized over the period of time the exams are expected to generate revenue before the exam items need to be updated. The exam development costs are amortized over five years.

Impairment of long-lived assets: BCPSP reviews long-lived assets for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Recoverability of assets to be held and used is measured by comparison of the carrying amount of the asset to future net cash flows expected to be generated by the asset. If such assets are considered to be impaired, the impairment is recognized as the amount by which the carrying value of the asset exceeds the fair value of the asset. Assets to be disposed of are reported at the lower of the carrying amount or the fair value less costs to sell.

Board of Certified Safety Professionals

Notes to Financial Statement

Note 3. Investment in Non-Profit Joint Venture (Continued)

BCPSP purchased all of COCHEST’s assets and assumed all of its liabilities for $315,000 on December 31, 2008. BCPSP acquired net assets with a fair value of $267,650. The fair value of the acquired assets and liabilities exceeded the purchase price by $42,950. BCPSP has recognized the excess as an increase in unrestricted net assets during the year ended December 31, 2008.

Investment in COCHEST, as reported in the balance sheet at December 31, 2007, is as follows:

- Beginning balance $ 206,662
- Board’s share of COCHEST’s increase in unrestricted net assets 39,766
- Ending balance $ 246,448

The balance sheet of COCHEST as of December 31, 2007, was as follows:

- Cash and cash equivalents $ 770,724
- Certificates of deposit 299,221
- Prepaid expenses 10,047
- Other receivables 10,922
- Exam development costs 21,517
- $ 1,113,311

- Accounts payable and management fee payable - BCPSP 438,962
- Unearned renewal and examination fees 181,453
- Net assets - unrestricted 492,996
- $ 1,113,311

Increase in unrestricted net assets was $232,320 and $79,533 for the years ended December 31, 2008 and 2007, respectively.

Note 4. Software Development and Impairment Cost Recognized

BCPSP had a significant software development project for development of a certificate management system (Certification Management System) for which a contract had been signed in the amount of approximately $900,000. Total cost incurred on this project through December 31, 2008 and 2007, totaled $449,281 and $268,461, respectively. During 2008 BCPSP learned that the software development project was going to cost significantly more than the original contract, therefore BCPSP decided to suspend work on this project and embark upon a plan to purchase a new software product from a different vendor. All cost incurred on the original project had become impaired and BCPSP recognized an impairment loss of $449,281 for the year ended December 31, 2008.
During 2008, some of the achievements and milestones of BCSP included the following:

- Completed validation of the Safety Fundamental (SF) and Comprehensive Practice (CP) examinations leading to the CSP.
- New editions of SF and CP examinations.
- Completed studies to set passing scores for SF and CP examinations.
- Purchased interests of the American Board of Industrial Hygiene (ABIH) in the Council for Certification of Health, Environmental and Safety Technologists.
- Renewal of the Alliance agreement with the Occupational, Safety, and Health Administration (OSHA).
- Renewed the agreement with the American Board of Occupational Health Nurses (ABOHN) to provide examination services for their Safety Management Specialty.
- Awarded the first BCSP funded scholarship through the ASSE Foundation.
- Extended the contract for psychometrics servicing from CASTLE Worldwide, Morrisville, NC.
- Recognized standards and accreditation of bachelor's degrees conducted by the Aviation Accreditation Board International (AABI) for participation in the Graduate Safety Practitioner (GSP) program.
- Recognized accreditation under the Environmental Safety and Health criteria of the Applied Science Accreditation Commission of ABET Inc. for participation in the GSP program.
- Approved changes in handling of ethics knowledge that will require CSP applicants, candidates, and certificants to pass an online quiz every 5 years.
CONTRACTED SERVICES

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

CASTLE Worldwide, Inc., Morrisville, 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 global 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, special examination administration, and expert psychometric consulting. CASTLE has several nationally-recognized psychometricians on its staff.

Pearson VUE, Bloomington, MN
(www.pearsonvue.com)
Pearson VUE delivers over 4 million high-stakes tests a year across the globe for clients in the licensure, certification, academic admissions, regulatory, and government testing service markets. It boasts the world's leading test center network, with over 5,200 test centers in 162 countries, 230 of which are fully-owned and -operated Pearson Professional Centers. Pearson VUE 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.
- Audit Services
  McGladrey & Pullen, LLP
- Systems and Programming Services
  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
2008 DIRECTORS AND OFFICERS

PRESIDENT
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Senior Consultant
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(Institute of Industrial Engineering)
Samuel J. Gualardo, MA, CSP
OSHA Safety Consultant and Instructor
Indiana University of Pennsylvania
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Environment, Safety, Health & Security
Washington Division of URS Corporation
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Manager - Technical Training
Insurance Services Office, Inc.
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Northrop Grumman Corporation
Electronic Systems Sector
(American Society of Safety Engineers)

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(Society of Fire Protection Engineers)
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Professor of Occupational Safety & Environmental Health
Millersville University of Pennsylvania
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Safety Associates LLC
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V.P. and Deputy Operations Manager
Science Applications International Corporation (SAIC)
(System Safety Society)

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Mendoza College of Business
University of Notre Dame

M. E. Greer, CSP, OHST
President/Owner
Eddie Greer & Associates
(At-Large Director)
BCSP STAFF

BCSP CURRENT STAFF

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

Examination Director
Steven G. Schoolcraft, CSP, P.E.

Examination Assistant
Andrea Nolan

Finance and HR Director
Dennis Archer, PHR

Financial Assistant
Jana Pflugmacher

Administrative Service Coordinator
Kimmy Farris

Business Systems Manager
Bharat Philip-Patel

Systems Administrator
Martin Bargon

Marketing Manager
Lisa Spencer

Communications Specialist
Sean McDevitt

BCSP Customer Service Manager
Christy Uden

BCSP GSP & COC Coordinator
Michelle Sutherland

BCSP Customer Service Associate
Amanda Hemming

BCSP Customer Service Associate
Kathie McMaster

BCSP Customer Service Clerk
Kathleen Melchior

CCHEST Customer Service Manager
Barbara Patterson

CCHEST Customer Service Associate
Alicia Neils-Millsap

CCHEST Customer Service Associate
Janey Morton

FORMER 2008 STAFF

MARKETING & COMMUNICATIONS MANAGER
Heather Murphy

CCHEST Program Director
Patrick J. Conroy, OHST, CHST

Operations Manager
Mary Hassier

Marketing & Communications Manager
Heather Murphy
NEW CSPs IN 2008

Skandakumar Harshanath
Abeyesekere
Ethan B Abraham
Jacqueline M Accetta
Debra C Ackerman
Andrew C Ackerson
Forrest L Adams
Robert S Adams
Bala Siva Srikanth Adivi
Kendra Aguilar
Tariq Alaudin
Corey C Albough
Lucas J Albrecht
Thomas A Aldstadt
Eric Scott Allen
John C Anderson
Michael S Andrew
Sathar A Ansari
Jason P Anthony
Brad R Aragon
Vicki L Arneson-baker
Sammy Lynn Arnold
Kwasi O Asare
John K Ashcraft
Kwasi O Asare
Sammy Lynn Arnold
Vicki L Arneson-baker

NEW CSPs IN 2008

Donald C Booth Jr
Jonathan W Borntrager
Gary L Bosgraaf
Scott E Boulten
Chad Catherine Bradley
Terence J Bradley
Charles W Brandt II
Scott B Bremer
Vicky D Broadnax
John J Brocato
Melissa L Brooks
Robert L Brooks
Horace Neil Brown
Jaime L Brown
Michelle T Brown
Karen B Bujak
John J Burke
Richard P Burns
Andy W Burns
Amarnath Burugappalli
Greg A Butler
Gwennetta M Butler
Sheryl E Butler
Ann A Byar
Ciparly Caballero
Daniel Caceres-riano
Christopher Jg Cachero
Jeff L Campbell II
Lori A Campbell
Paul A Carbone
John S Carmichael
Stephen C Carpenter
Richard G Carter
Laura A Casey
Norman R Cattoni
Cecil W Chapman Jr
David J Cherven
Fred S Choy
Dan L Christensen
Craig R Chuckling
Andy J Cline
Mark G Cline
David A Clinger
Mitchell E Coats
Jeremy N Cockrum
Kenneth P Coke
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Frank G Coleman
Gerard M Coley
Kevin J Collins
Christine I Connelly
Thomas F Connor
Benjamin T Cook
Brian T Cook
Todd J Cook
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Paul N Cotrill
Robby T Covington
Jeremy S Cox
Rebecca L Cox
Bryan L Craig
Scott L Cressey
Karen J Cronin
Lane Louis Cross
Scott G Crosser

Richard M Crossman
Johnny R Cruz
Thomas E Cubler Jr
Leslie J Cunningham III
David J Cusumano
Anthony J Cygan
Alexander D Dajero Jr
Bruce W Dallin
Kelley A Dalton
Ranjit Kumar Dash
Jason W Dashney
Dustin R Davis
Fred R Davis
Donald G Dawson
Douglas A Dean
Duane M Deboo
Dirk D Decker
Sean C Dei
Laurie R Deitrich
Thomas F Delaney
Christopher A Demas
Patricia L Dentler
Anthony J Depietro
Daniel L Dibono Jr
Samuel E Diggins
Vincent S Dimenno
Jason D Dingle
John F Dizar
John A Docalovich
Timothy J Doddo
Kenneth S Doherty
Matthew B Donatucci
Daniel J Donovan
Melinda F Dorf
Brian E Dougherty
Susan M Drigos
David M Driscoll
Vincent T Driscoll
Michael C Droddy
Kenneth R Dryer Jr
Jesse R Dubbs
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Steven J Durant
Muhammad Z Khan Durrani
Donald L Dustin
Dinesh K Dutta
Peter D Dwan
George A Dwiggins
John D Eckel
Beatrice N Egbejimba
Jeff A Eldridge
Boyd Lane Ellison
Jessica Kate Ellison
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David A Epstein
Darin E Ernst
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Anna Fannin
Michael J Farlow
Michael G Farnham
Timothy M Feeley
Kenneth R Fennel
Benjamin J Ferguson
John K Ferguson
Jeffrey S Field

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Rudolph K Fillingim
Brent L Fisher
Russell Thomas Fisher
Daniel R Fissattick
Joseph P Flanagan
Franklin P Flattten II
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Delaine L Fletcher
Kellee C Fletcher
Todd D Flippin
Keith A Forbes
Matthew A Forck
Paul W Fowler
Craig A Fox
Jeffrey J E Freeman
Joseph J Frydenger
Mark C Frye
Bryan W Fuhr
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Peter Garger
Ashok Garlapati
Alanna M Garrison-kast
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Edward A Gazdik
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Robert D Gilchrist
Matthew M Gilmore
Bradly P Gilzt
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James W Golden
John M Golightly
Andrew W Gondzur
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Larry R Goode
Darryl D Gorman
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Susan A Gould-collyer
William J Gradie
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Glen R Gratz
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John S Greely
Jason B Green
Ryan W Green
Scott L Greenstein
Stephen C Gremillion
John M Grohs
Rene R Grossnickle
Keith M Groth
Jerad J Grove
Michael W Groves
Richard W Gruca Jr
Susan C Gulbrandsen
Christopher J Guallace
Gary A Gustafson
Carlynn M Gutowski
Leslie J Haaf Jr
Duane E Hagedons
Scott M Hager
Phubhat Ranjan Hais
Jennifer J Haley
Carl F Hamann Jr

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NEW CSPs IN 2008

William M Reeves
Brian A Reichert
Damon L Repine
Chadwick T Replogle
Teresa A Reuter
Myron L Reyes
Jason L Reynolds
Syed A Reza
Lance W Richards
Forrest P Richardson
Joshua J Richey
Raymond R Ricker Jr
Stephen L Rihel
Brian H Ripple
Ann Rivers
Elizabeth A Rodgers
Jose A Rodriguez Jr
Douglas A Rommeek
Jennifer L. Rose
Robert A Rosenstiel
Brian D Ross
Michael P Roth
Kipp R Rowland
Daniel M Ruane
Eric C Rudolph
Darren R Rudowsky
Stephen A Rust
Edward J Ryczek
Chris M Sahm
David Samaniego
Paul J Samson
Christopher E Sanchez
Brian J Saparito
Brian J Satterfield
Brian E Saunders
Kenneth R Saunders
Karen D Saurage
Shann W Savage
Eric J Schermernorn
Travis S Schexnaydre
Abigail M Schimenek
Kurt W Schmidt
Sheila A Schmidt
Todd M Schoonover
Dale E Schott
Gregory E Schrab
Anneke M Schultz
Troy G Schwartz
Matthew W Schweitzer
Perry B Scott
Tipton A Scruggs
Seth M Sedgwick
Hillary B Sencer Edelstein
Sarath Seneviratne
Glenn R Severance
Ronald W Severson
Evan J Shackelford
Jigar M Shah
Gary M Sharpe
George B Shaw
George W Shawver
Peter A Sheiling
Laura N Shemanski
Wei Cong Shen
Michael G Shephard
Areot Shivakumar
Valeria Denise Shropshire
Paul C Shuey
Dwayne T Siblee
Carla S Silver
Margaret A Simons
Latchman Singh
Prabhakar Singh
Steve A Singleton
Kelly P Skeds
Stuart Skeeter
Paige O Skidmore
Robert A Slack
Timothy J Slone
Ryan J Smallcomb
Christopher L Smith
Kevin E Smith
Ronald E Smith
Sally S Smith
Todd J Smith
Egrimington M Soares
Lisa M Spacht
Kathleen J Spanjer
Nathan H Spencer
Charles D Stansbury III
Ryan M Starling
Richard N Steiskal
Tamra L Stevens
Chad G Stewart
Lucretia Stewart
Harry S Stollmack
Cory S A Stolworthy
Timothy L Stoner
Michael J Stracka
Charles Strong
Christopher M Stroz
Robert W Strynar
Brian D Stymest
Ricardo D Suarez
Thomas H Sultze
Shawn M Sunderland
David J Sutcliffe
Suzanne R Swanson
Wayne K Takea
Russell L Tanner
Charles E Taylor
John Daniel Taylor
Mark R Taylor
Benjamin E Teal
Mark K Thomas
Ronald G Thomas
Stephen B Thomas
Russell W Thomason
Richard C Thompson
Richard D Tigert
Lucio U Tolentino
Fred Logan Toler
Gregory P Tomaszewski
Robert C Toohey
John E Topitzer
Andrew T Troccoli
Walter B Tucker Jr
Angela R Turcotte
John J Turner
Matthew J Twedt
Edward L Tyerman
Mark D Ulmer
Douglas J Updike
Bryan J Vallery
Scott A Valorose
Brian E Van
Nohora Lizzette Vargas-malpica
Darren A Vargas
Christopher S Veazey
Gary L Vernon
Robert D Vezeau
Dennis E Vige
Elizabeth A Volkmer
Joseph J Vollaro
Carl C Voss
Glenn E Vreeland
Michael S Walls
Patrick J Walsh
Lawrence L Warkel
Eric S Waterkotte
Khari O Watkins
Brad E Watson
Jack C Watson
Brian A Weatherly
Robert E Weatherly
Hartley B Webb
James Webber
Kimberly L Weeks
Talbert P Weimer Jr
Brent W Weisbrod
Robert E Weissman
Josh J Welp
Eric H Wethereth
James J West
Robert W Weston
Patrick J Whittle
Stephen C White
Thomas R White
Colby S Whitfield
Jennifer E Williams
Robert T Williams
Leon B Williamson
Branden R Wilson
Christine P Wilson
Robert E Wilson
Kyle A Wingate
Brian C Winters
Jason T Wolf
Brian H Wood
JASON S Wood
e"n
Eric K Worley
David A Wynn
Ersin M Yalcin
Yaniv Zagagi
Jessie R Zapata
Xiangyi Zeng
RESPONSIBILITIES OF CSPs

Ethics and Professional Conduct

In applying for and achieving the CSP certification, candidates and certificants agree to abide by the *CSP Code of Ethics and Professional Conduct*. Practicing ethically can be difficult sometimes; 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

CSPs have an obligation to keep BCSP informed of their current mail and email addresses. BCSP must be notified when certificate holders move or change employment. BCSP can provide the best support for candidates and certificants when their data is current and accurate. Address changes can be made at www.bcsp.org. Name changes require documented proof of the change before BCSP can change an individual’s record.

Authorized and Unauthorized Use of the CSP Certification

CSPs engaging in professional safety practice must meet the requirements to retain the certification or they will lose it. CSPs must pay an annual renewal fee and 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 the CSP certification.

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

BCSP takes action against individuals who claim to hold BCSP certifications or 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 certifications or 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 credential, and others provide assistance in identifying individuals who may be using the CSP certification without authority. A list of individuals who have used the CSP certification without authority is published at www.bcsp.org.

A list of those meeting current certification requirements (updated daily) appears at www.bcsp.org within the online directory.
This code sets forth the code of ethics and professional standards to be observed by holders of documents of certification conferred by the Board of Certified Safety Professionals. Certificants shall, in their professional safety activities, sustain and advance the integrity, honor, and prestige of the safety profession by adherence to these standards.

Standards

1. Hold paramount the safety and health of people, the protection of the environment and protection of property in the performance of professional duties and exercise their obligation to advise employers, clients, employees, the public, and appropriate authorities of danger and unacceptable risks to people, the environment, or property.

2. Be honest, fair, and impartial; act with responsibility and integrity. Adhere to high standards of ethical conduct with balanced care for the interests of the public, employers, clients, employees, colleagues and the profession. Avoid all conduct or practice that is likely to discredit the profession or deceive the public.

3. Issue public statements only in an objective and truthful manner and only when founded upon knowledge of the facts and competence in the subject matter.

4. Undertake assignments only when qualified by education or experience in the specific technical fields involved. Accept responsibility for their continued professional development by acquiring and maintaining competence through continuing education, experience and professional training.

5. Avoid deceptive acts that falsify or misrepresent their academic or professional qualifications. Not misrepresent or exaggerate their degree of responsibility in or for the subject matter of prior assignments. Presentations incident to the solicitation of employment shall not misrepresent pertinent facts concerning employers, employees, associates, or past accomplishments with the intent and purpose of enhancing their qualifications and their work.

6. Conduct their professional relations by the highest standards of integrity and avoid compromise of their professional judgment by conflicts of interest.

7. Act in a manner free of bias with regard to religion, ethnicity, gender, age, national origin, sexual orientation, or disability.

8. Seek opportunities to be of constructive service in civic affairs and work for the advancement of the safety, health and well-being of their community and their profession by sharing their knowledge and skills.

Approved by the BCSP Board of Directors, October 2002.

Interpretation #1

In 2007, BCSP implemented a policy that states it is unethical and a violation of the CSP Code of Ethics and Professional Conduct to use an unaccredited degree. This policy, Interpretation #1, is located in its entirety on the BCSP web site (www.bcsp.org).