

## Elements of the CIH Certification Scheme (ISO 17024 §8.2) March 1, 2022<sup>1</sup>

- A. **Scope of Certification (ISO 17024 § 8.2a):** Occupational Health and Safety/Industrial Hygiene Practice at the Professional Level (See definition of profession Practice Experience in Section E1 e-g).
- B. **Job and Task Description (ISO 17024 § 8.2b):** The CIH Exam Blueprint (attached) identifies three domains of performance and nine tasks. A domain is a major area of responsibility that defines the role of a Certified Industrial Hygienist® (CIH®) practitioner. A task is an activity performed within a performance domain. Knowledge and skills candidates should possess to perform the tasks are also included.
- C. **Required Competence (ISO 17024 § 8.2c):** Broad-scope, professional-level IH experience as documented by professional references in at least two of the following occupational health stressor categories: Chemical, Physical, Biological, or Ergonomic.
- D. **Abilities (ISO 17024 § 8.2d):** Entering abilities are not pre-defined as a certification scheme element beyond passing the Certified Industrial Hygienist (CIH) Exam and the tasks described in the CIH Blueprint.
- E. **Prerequisites for Certification (ISO 17024 § 8.2e):**

- 1. **Initial Certification:**

- Academic Degree

- a. At least a U.S. bachelor's degree or equivalent
    - b. At least 60 U.S. academic semester credits/900 contact hours of college or university coursework in science, science-based technology, engineering, or math (STEM).
      - At least 25% of STEM coursework hours above (15 U.S. academic semester credits/225 contact hours) are at the upper level (beyond intermediate: 3rd-year (Junior), 4th-year (Senior), or Graduate level.)

- IH Specific Coursework (Academic or Continuing-Education)

- c. At least 12 U.S. academic semester credits/180 contact hours of Industrial Hygiene (IH) coursework from a college or university or 240 contact hours from a continuing-education provider.
      - At least 50% of IH coursework hours (6 U.S. academic semester credits/90 contact hours from a college or university or 120 contact hours from a continuing-education provider) are in Fundamentals of IH, Toxicology, Measurements, and Controls.
    - d. At least 2 contact hours of ethics training from a college, university, or a continuing-education provider.

- Professional Practice Experience

- e. At least 4 years of professional-level, comprehensive, industrial hygiene practice.
      - To be recognized as "professional-level" work acceptable to the Board, the Applicant's experience must meet the following four criteria:
        - i. *Independence of actions.* This relates to the amount of planning, self-direction, decision-making, and autonomy involved in the Applicant's work experience.
        - ii. *Depth of work.* This relates to the extent to which Applicant's work experience requires

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<sup>1</sup> Approved by the BGC Board on March 21, 2022 Motion #2022-03-19

data-gathering, analysis, and interpretation.

- iii. *Level of interaction*. This relates to the degree to which the Applicant interacts with a broad spectrum of contacts, including decision-makers.
- iv. *Responsibility for work outcome*. This relates to accuracy and the extent to which the Applicant is held accountable for work and decisions.

- Bachelors graduates from an ABET-accredited IH program may receive 6 months of experience credit.
- Masters graduates from an ABET-accredited IH program or Doctoral graduates from an IH program may receive 1 year of experience credit.

f. Broad-scope, professional-level IH experience

- *Work function*. This includes the continuum of the process of industrial hygiene practice, which encompasses anticipation, recognition, evaluation, control, and management of occupational health hazards. Although we do not prescribe a proportion of time devoted to each of these aspects, the Applicant's experience must exhibit broad-scope practice throughout the entire process.
- *Stressor category*. This includes four generic categories of occupational health stressors: chemical, physical, biological, and ergonomic. Applicant must document work experience in at least two of these four stressors.

g. Currently (within the last 12 months) practicing industrial hygiene at the professional level.

#### Professional References for Application

h. At least two people providing supervisory references for the duration of the applicant's professional practice experience.

- At least one reference must be from a CIH (or IOHA equivalent). 3 professional work samples can be provided for review in lieu of the CIH reference, but the application must still have two people to provide references.

#### Ethical Practice

i. Have not been involved in any unethical behavior as defined by the *BGC Code of Ethics*.

j. Signs a statement to adhere to the BGC Code of Ethics and Ethics Case Procedures

## **2. Recertification**

a. Possession of a Certified Industrial Hygienist (CIH) Comprehensive credential

b. Take of 2 – 6 hours (0.33 – 1.00 point) of ethics coursework

c. Be in "Good Standing" (i.e., current on fees and no ethics complaints)

d. Compete either of the following Activities every 5 years

- Pass the Certified Industrial Hygienist (CIH) Exam or
- Complete 40 points of recertification activities from the categories listed below, which includes a minimum of 60 hours of industrial hygiene coursework (10 points) from Category 4:
  - CIH Category 1 – Active IH Practice
  - CIH Category 2 – IH/Safety Technical or Professional Committee/Board Service
  - CIH Category 3 – Publication of IH/Safety Papers or Books
  - CIH Category 4 – Attendance at Educational Programs
  - CIH Category 5 – Teaching or Presenting IH/Safety Information
  - CIH Category 6 – CIH Examination
  - CIH Category 7 – Approved Other

f) **Code of Conduct (ISO 17024 § 8.2f):** *BGC Code of Ethics* (attached)

**CIH Certification Scheme Process Requirements (ISO 17024 §8.3)<sup>2</sup>**  
**March 1, 2022**

**A. Criteria for Initial Certification and Recertification (ISO 17024 § 8.3a)**

**1. Initial Certification**

- a. Meet Prerequisites (See Previous Page)
  - Academic and Coursework Requirements
  - Ethics Coursework
  - Professional Practice Experience
  - Professional References
  - Take of 2 – 6 hours of ethics coursework
  - Ethical Practice
- b. Pass CIH Examination
- c. Complete required attestations and forms
- d. Pay Applicable Fees

**2. Recertification**

- a. Hold a Certified Industrial Hygienist (CIH) Comprehensive credential
- b. Take of 2 – 6 hours (0.33 – 1.00 points) of ethics coursework
- c. Be in “Good Standing” (i.e., current on fees and no ethics complaints)
- d. Compete either of the following Activities every 5 years
  - Pass the Certified Industrial Hygienist (CIH) Exam or
  - Complete 40 points of recertification activities from the categories listed below, which includes a minimum of 60 hours of industrial hygiene coursework (10 points) from Category 4:
    - CIH Category 1 – Active IH Practice
    - CIH Category 2 – IH/Safety Technical or Professional Committee/Board Service
    - CIH Category 3 – Publication of IH/Safety Papers or Books
    - CIH Category 4 – Attendance at Educational Programs
    - CIH Category 5 – Teaching or Presenting IH/Safety Information
    - CIH Category 6 – CIH Examination
    - CIH Category 7 – Approved Other
- e. Complete required attestations and forms
- f. Pay Applicable Fees

**B. Assessment methods for initial certification and recertification (ISO 17024 § 8.3b)**

**1. Initial Certification**

- a. Confirm prerequisite documents and forms
- b. Confirm ethics/ethical requirements
- c. Confirm payment
- d. Pass multiple-choice exam
  - Stem with 4 plausible responses (one is correct)
  - 150 scored and 30 pilot questions
  - Two, 2.5-hour sections with optional 30-minute break
  - Criterion-referenced passing score based on statistical equating process from panel of subject matter experts

**2. Recertification**

- a. Confirm prerequisite documents and forms

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- b. Confirm ethics/ethical requirements
- c. Confirm payment
- d. Confirm 5-year activity requirements:
  - Pass multiple-choice exam or
  - Confirm completion of recertification points with 5% audit.

C. surveillance methods and criteria (if applicable) (ISO 17024 § 8.3c):

Random audit of 5% of certificants to confirm that recertification requirements are being met.

D. criteria for suspending and withdrawing certification (ISO 17024 § 8.3d):

1. Per *BGC Ethics Case Procedures* (G3)

- a. conviction of a criminal or quasi-criminal act; or where the certificant has not contested a criminal indictment under any statute, law or rule;
- b. indictment or similarly charged with any criminal act or violation of criminal law under statute, law or rule;
- c. violation of any law, regulation or rule by a professional regulatory body, or sanction or discipline by such a regulatory body;
- d. Being is the subject of a formal complaint or similar charge and/or investigation by a professional regulatory body;
- e. Being been found in violation of an ethics code of a professional association or certifying body;
- f. Being the subject of a formal complaint or similar charge and investigation by a professional association or certifying body concerning ethics or disciplinary matters; or, (
- g. Being the subject of litigation or other legal action relating to his/her Industrial Hygiene, Environmental, Product Stewardship or EHS Auditing practice.

2. Per *BGC Ethics Case Procedures* (G5): Failure to comply with a temporary or preliminary order.

E. criteria for changing the scope or level of certification (if applicable) (ISO 17024 § 8.3e):

Not Applicable. BGC only has one scope/level of certification

# CIH® Exam Blueprint

Based on the 2021 Job Analysis. (Effective April 1, 2022)

The test specifications below identify three domains of performance and nine tasks. A domain is a major area of responsibility that defines the role of a Certified Industrial Hygienist® (CIH®) practitioner. A task is an activity performed within a performance domain. Knowledge and skills candidates should possess to perform the tasks are also included.

## **Domain I: Exposure Assessment Principles and Practice**

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This section comprises 50% of the exam.

**Task 1. Anticipate and recognize potential health hazards by studying environments, tasks, and people to identify risks associated with stressors, products, and processes.**

Knowledge of:

1. Basic math and sciences
2. Biological/chemical/physical/ergonomic hazards
3. Industry/work environments (e.g., raw materials/products, intermediates, final products, and waste streams)
4. Industrial processes and systems (e.g., welding, foundry operations)
5. Toxicology
6. Standards and guidelines
7. Epidemiology and statistics
8. Environmental health sciences
9. Public health (i.e., community health)
10. Health hazards with no existing OEL

Skill in:

1. Extracting critical information from literature, standards, guidelines, and other resources
2. Recognizing known potential hazards
3. Prioritizing hazards for evaluation
4. Anticipating exposure scenarios
5. Surveying tasks, materials/products, operations, and sites
6. Communicating with affected parties
7. Reconstructing exposures and conducting forensic investigations

**Task 2. Assess the relationship between exposure and the potential adverse health effects to determine if further action is warranted using recognized scientific principles, literature, standards, and guidelines.**

Knowledge of:

1. Basic math and sciences
2. Biological/chemical/physical/ergonomic hazards
3. Industry/work environments (e.g., raw materials/products, intermediates, final products, and waste streams)
4. Industrial processes and systems (e.g., welding, foundry operations)
5. Toxicology
6. Epidemiology and statistics
7. Environmental health sciences
8. Public health (i.e., community health)
9. Risk assessment
10. Health hazards with no existing OEL

Skill in:

1. Applying principles and concepts of toxicology (e.g., dose response, acute/chronic, latency, routes of entry)
2. Applying principles and concepts of epidemiology (e.g., study design, measures of disease, and statistics)

3. Assessing information source credibility
4. Communicating with affected parties

**Task 3. Design and recommend/implement an exposure assessment strategy (qualitative and/or quantitative) to determine the extent and magnitude of exposure using principles to ensure scientific validity.**

Knowledge of:

1. Basic math and sciences
2. Statistics
3. Biological/chemical/physical/ergonomic hazards
4. Industrial/work environments (e.g., raw materials/products, intermediates, final products, and waste streams)
5. Industrial processes and systems (e.g., welding, foundry operations)
6. Sampling methods and instrumentation
7. Analytical chemistry
8. Study design
9. Standards and guidelines
10. Medical surveillance
11. Exposure monitoring techniques (e.g., personal, area, biological)

Skill in:

1. Designing exposure assessment strategies
2. Applying statistical principles to study design
3. Identifying similar exposure group(s)
4. Selecting and using appropriate sampling methods (e.g., instrumentation, analysis, strengths, and limitations)
5. Reviewing pertinent information (e.g., historical sampling data, existing controls, material/product inventory, process review, work practices)
6. Considering route(s) of exposure
7. Implementing exposure assessment strategies
8. Operating instruments, including calibration
9. Keeping field records
10. Communicating with affected parties
11. Identifying appropriate analytical methods

**Task 4. Formulate conclusions, prioritize risks, and communicate findings and recommendations based on analysis and evaluation of data using literature, standards, guidelines, and ethical professional judgment.**

Knowledge of:

1. Basic math and sciences
2. Biological/chemical/physical/ergonomic hazards
3. Industry/work environments (e.g., raw materials/products, intermediates, final products, and waste streams)
4. Industrial processes and systems (e.g., welding, foundry operations)
5. Toxicology
6. Analytical chemistry
7. Standards and guidelines
8. Epidemiology and statistics

9. Risk communication
10. Hierarchy of controls
11. Environmental health sciences
12. Public health (i.e., community health)

**Skill in:**

1. Analyzing sample data
2. Comparing sampling results to known standards/guidelines
3. Evaluating the quality of data
4. Evaluating potential risks of previously unrecognized hazards
5. Identifying potential risks of complex/complicated exposure scenarios
6. Evaluating business impacts
7. Characterizing risk for affected parties
8. Communicating risk



## **Domain II: Control Selection, Recommendation/Implementation, and Validation**

This section comprises 35% of the exam.

**Task 1. Assess and select options to eliminate or mitigate exposure using the hierarchy of controls and recognized scientific principles, literature, standards, guidelines, and design and performance criteria.**

Knowledge of:

1. Hierarchy of controls
2. Ventilation design (e.g., local exhaust, dilution, and HVAC)
3. Basic math and sciences
4. Aerosol science
5. Industrial processes and systems (e.g., welding, foundry operations)
6. Controls of biological, chemical, physical, and ergonomic hazards
7. Hazardous material and remediation response
8. Principles of radiation and other physical energy protection (e.g., time, distance, shielding)
9. Principles of noise and noise abatement
10. Principles of thermal stressor control
11. PPE (e.g., protection factors, protective clothing, permeability/degradation, NRR)
12. Toxicology and routes of exposure
13. Physiology and anatomy
14. Physical properties and chemical incompatibility
15. Work routines and environments
16. Education and training
17. Work practices
18. Community exposure
19. Business impacts
20. Exposure guidelines
21. Impact of the environment and people on the controls selected

Skill in:

1. Assessing effectiveness of existing controls (e.g., ventilation, noise abatement, radiation shielding, PPE)
2. Designing hazard controls (e.g., ventilation, noise abatement, radiation shielding, PPE)
3. Measuring air flow parameters (e.g., static pressure, face velocity)
4. Applying hierarchy of controls
5. Defining the relevant physical properties of chemical and biological materials
6. Selecting proper PPE based on strengths and limitations
7. Evaluating the environment in which the control is to be used
8. Evaluating business impacts
9. Determining frequency, probability, and severity of exposure
10. Considering individual differences in workers (e.g., anthropometric information for ergonomic hazards, PPE effectiveness)
11. Interpreting building specifications

**Task 2. Develop and recommend/implement appropriate controls designed to eliminate or mitigate exposure using literature, standards, guidelines, and ethical professional judgement.**

Knowledge of:

1. Hazard controls (e.g., ventilation, noise abatement, radiation shielding, PPE)

2. Requirements for writing performance specifications
3. Resource management (e.g., financial, staff)
4. Training requirements and methods
5. Industrial processes and systems (e.g., routine and emergency)
6. Hierarchy of controls
7. Communication strategies and tools
8. PPE selection and limitations
9. Reporting structures, roles, and responsibilities
10. Emergency response programs and principles

Skill in:

1. Designing control systems
2. Training strategies and tools
3. Coordinating resources
4. Applying exposure elimination and mitigation techniques
5. Remediating biological, chemical, physical, and ergonomic hazards
6. Responding to chemical hazard emergencies
7. Applying ergonomic interventions
8. Interpreting engineering instructions and specifications
9. Developing policies

**Task 3. Validate the effectiveness of controls to eliminate or mitigate exposure using recognized scientific principles, literature, standards, guidelines, and design and performance criteria.**

Knowledge of:

1. Basic math and sciences
2. Aerosol science
3. Statistics
4. Principles of radiation and other physical energy protection (e.g., time, distance, shielding)
5. Principles of noise and noise abatement
6. Principles of thermal stressor control
7. Air sampling (e.g., chemical and biological agents)
8. Measurement techniques (e.g., ventilation, radiation, noise, thermal stress, vibration)
9. Microbiology
10. Ergonomic risk factors
11. Industrial processes and systems (e.g., routine and emergency)
12. Application of exposure guidelines
13. Application of acceptable ventilation criteria
14. Hierarchy of controls
15. Control specifications
16. Equipment and technology used to validate control effectiveness
17. Auditing and quality assurance procedures
18. Basic research techniques

Skill in:

1. Selection and use of appropriate sampling methods (e.g., instrumentation, analysis, strengths, and limitations)
2. Performing ventilation surveys (e.g., measurement, calculation, analysis)

3. Performing noise and vibration surveys (e.g., measurement, calculation, analysis)
4. Performing radiation surveys (e.g., measurement, calculation, analysis)
5. Performing thermal stress surveys (e.g., measurement, calculation, analysis)
6. Comparing air sampling and measurement data to recognized criteria
7. Troubleshooting control technology
8. Reading and interpreting design drawings and specifications
9. Evaluating business impacts
10. Auditing programs/systems

## **Domain III: Risk Management**

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This section comprises 15% of the exam.

**Task 1. Develop and recommend/implement programs/systems that address health risks using recognized risk-based methods, ethical professional judgment, and effective communication strategies.**

Knowledge of:

1. Industrial hygiene program/system management principles and best practices
2. Risk assessment principles
3. Standards and guidelines
4. Audit and quality assurance procedures
5. Communication strategies and tools
6. Emergency response programs and principles
7. Procedures for training personnel
8. BGC Code of Ethics

Skill in:

1. Developing programs/systems
2. Communicating and interpreting regulatory requirements and communicating with regulatory agencies
3. Communicating industrial hygiene program/system components (e.g., report writing, presentation)
4. Interpreting standards and guidelines
5. Managing program/system resources
6. Integrating industrial hygiene program/system needs into business plans
7. Prioritizing program/system needs
8. Identifying appropriate target audiences
9. Identifying appropriate program/system performance measurements
10. Communicating risk to affected parties
11. Auditing of programs/systems
12. Understanding rationale for and application of occupational and environmental exposure limits (e.g., BEIs, TLVs)
13. Training strategies and tools
14. Applying ethical decision-making

**Task 2. Evaluate and maintain the effectiveness of programs/systems designed to eliminate or mitigate risk using recognized scientific principles, literature, standards, and guidelines.**

Knowledge of:

1. Industrial hygiene program management principles and best practices
2. Risk assessment principles
3. Standards and guidelines
4. Communication strategies and tools
5. Procedures for training personnel
6. Resource management (e.g., financial, staff)
7. Audit techniques and quality assurance procedures
8. Data management systems and record keeping requirements
9. Program/system performance measurements and metrics

Skill in:

1. **Communicating industrial hygiene program/system components (e.g., report writing, delivering presentations)**
2. **Communicating standards and guidelines**
3. **Managing program/system resources**
4. **Prioritizing program/system needs**
5. **Training strategies and tools**
6. **Auditing programs/systems**
7. **Collecting and analyzing performance data**
8. **Performing program/system management analysis**

## **Subject Area (Rubric) Definitions**

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Examination questions are categorized in the following subject areas (rubrics):

### **Air Sampling and Instrumentation**

Selection, use, and limitations of field air-sampling instruments, full-shift and grab samples, including direct-reading instruments. Also included are the set-up, calibration, and use (including quality assurance practices) of air-sampling apparatus and direct-reading instruments, as well as sampling strategy considerations and calculations related to sampling and calibration. Measurement of exposures to noise, ionizing radiation, nonionizing radiation, and thermal stressors are included in the subject areas (rubrics) dealing with those specific subject areas.

### **Analytical Chemistry**

Laboratory analytical procedures for workplace environmental samples and related calculations. Included are gas chromatography, infrared, visible and ultraviolet spectrophotometry, high performance liquid chromatography, mass spectroscopy, atomic absorption spectrophotometry, wet chemical methods, and microscopy and laboratory quality assurance and chain of custody.

### **Basic Science**

General scientific concepts, chemistry, biochemistry, biology, anatomy and physiology, general physics, and mathematics. Properties of flammable, combustible, and reactive materials (compatibility) are included as are calculations such as those relative to gas laws, airborne concentrations, and unit-of-measure conversions and conditions of non-standard pressure.

### **Biohazards**

Principles of sanitation, personal hygiene, the recognition, evaluation, and control of biological agents or materials having the capacity to produce deleterious effects upon other biological organisms - particularly humans (virus, bacteria, fungi, molds, allergens, toxins, recombinant products, bloodborne pathogens, etc.) - and infectious diseases that appear in workplaces including industry, agriculture, homes, offices, and health care facilities.

### **Biostatistics & Epidemiology**

Principles of epidemiology, techniques used to study the distribution of occupationally induced diseases and physiological conditions in workplaces, and factors that influence their frequency. It includes concepts of prospective and retrospective studies, morbidity and mortality, and animal experimental studies, data and distribution of data, as well as basic biostatistics and statistical and non-statistical interpretation of data in the evaluation of hazards.

### **Community Exposure**

Air pollution, air cleaning technology, ambient air quality considerations, emission source sampling, atmospheric dispersion of pollutants, ambient air monitoring, health and environmental effects of air pollutants, and related calculations. Also included are other IH-related environmental subjects such as emergency planning and response, water pollution, hazardous waste, and environmental fate and transport.

### **Engineering Controls/Ventilation**

Control of chemical and physical exposures through engineering measures such as local exhaust ventilation, dilution ventilation, isolation, containment, and process change. Also included are mechanics of airflow, ventilation measurements, design principles, and related calculations as well as in-plant recirculation air-cleaning technology.

Engineering control of ionizing and nonionizing radiation, thermal stressors, and noise and vibration sources including principles of isolation, enclosure, absorption, and damping are included in the subject areas (rubrics) dealing with those specific subject areas.

### **Ergonomics**

Application of principles from anthropometry, human factors engineering, biomechanics, work physiology, human anatomy, occupational medicine, and facilities engineering to the design and organization of the workplace for the purpose of preventing injuries and illnesses.

### **Health Risk Analysis and Hazard Communication**

Understanding of principles and requirements for the interpretation and use of guidelines for the assessment of health hazards, including American Conference of Governmental Industrial Hygienists (ACGIH), Threshold Limit Values (TLVs), Biological Exposure Indices (BEIs) and industrial ventilation guidelines, American National Standards Institute (ANSI) standards, American Society for Heating, Refrigeration, Air Conditioning Engineers (ASHRAE) guidelines, American Society for Testing and Materials (ASTM) standards, and National Institute for Occupational Safety and Health (NIOSH) Criteria Documents and recommendations. Understanding of the risk reduction process including the hierarchy of controls, control banding, and hazard communication, and training of employees are included. Communication of recommendations by appropriate techniques to implement control actions is also included.

### **IH Program Management**

Acquisition, allocation, and control of resources to accomplish industrial hygiene anticipation, recognition, evaluation, and control objectives in an effective and timely manner. Included are such topics as auditing, investigation methods, data management and integration, establishment of policy, planning, delegation of authority, accountability, risk communication, organizational structure, decision making, and the *BGC Code of Ethics*.

### **Noise**

Health effects resulting from exposure to noise and vibration. Computations related to combining noise sources and octave band measurements are included as are audiometric testing programs. Includes exposure measurement, evaluation, and control.

### **Non-Engineering Controls**

Personal protective equipment, including the principles governing selection, use, and limitations of respirators and protective clothing. Included are respirator fit testing, breathing air specifications, glove permeability, eye protection, and the use of administrative controls.

### **Radiation/Ionizing**

Physical characteristics and health and biological effects associated with alpha, beta, gamma, neutron, and x-radiation, including source characteristics. Includes exposure measurement, evaluation, and control.

### **Radiation/Nonionizing**

Physical characteristics and health effects associated with electromagnetic fields, static electric and magnetic fields, lasers, radio frequency, microwaves, ultraviolet, visible, infrared radiation, and illumination. Includes exposure measurement, evaluation, and control.

### **Thermal Stressors**

Adverse health effects associated with heat and cold, symptoms of temperature-related health effects, exposure control techniques, and first-aid/medical response.

### **Toxicology**

Health effects resulting from exposure to chemical substances including single agents and mixtures and natural and synthetic agents. Included are symptomatology, pharmacokinetics, mode of action, additive, synergistic and antagonistic effects, routes of entry, absorption, metabolism, excretion, target organs, toxicity testing protocols and aerosol deposition, and clearance in the respiratory tract. Also included are carcinogenic, mutagenic, teratogenic, and reproductive hazards.

### **Work Environments and Industrial Processes**

Included are the hazards associated with specific industrial or manufacturing processes. Topics include, but are not limited to, confined space entry, spray-painting, welding, abrasive-blasting, vapor-degreasing, foundry operations, and hazardous waste site remediation, as well as general indoor environmental issues.



# Code of Ethics

Adopted: 9/22/2019

Revised: 11/18/2019

Effective: 11/18/2019 (CPPS); 7/1/2020 (CIH, QEP, EPI) 3/1/2021 (CPEA, CPSA)

## Introduction

The Board for Global EHS Credentialing (BGC) maintains several EHS voluntary, non-profit, professional credentialing programs. BGC credentialing programs certify qualified environmental, health and safety (EHS) professionals who work to protect, manage, and enhance the health and safety of people and the environment and who have met the professional knowledge standards established by the Board of Directors. Regardless of any other professional affiliation, the BGC Code of Ethics (Code) applies to each individual certified by BGC credentialing programs (certificants) and each individual seeking certification (candidates). The Code serves as the minimum ethical standards for the professional behavior of BGC certificants and candidates.

The Code is designed to provide both appropriate ethical practice guidelines and enforceable standards of conduct for all certificants and candidates. The Code also serves as a professional resource for EHS professionals, as well as for those served by BGC certificants and candidates.

## Preamble/General Guidelines

The BGC is dedicated to the implementation of appropriate professional standards designed to serve the public, employees, employers, clients, and EHS professionals. First and foremost, certificants and candidates give priority to EHS interests related to the protection of people, workplaces, and the natural environment. They are required to act in a manner that promotes integrity and reflects positively on the profession, consistent with accepted ethical and legal standards.

As EHS professionals, certificants and candidates have the obligation to:

- Maintain high standards of integrity and professional conduct
- Accept responsibility for their actions
- Continually seek to maintain and/or enhance their professional capabilities
- Practice with fairness and honesty

In order to retain their credentials, all those recognized by the BGC are required to act in a professional manner consistent with the certification standards and responsibilities set forth below.

- I. Responsibilities to BGC credentialing programs, the profession, and the public.
  - A. Certificant and candidate compliance with all organizational rules, policies, and legal requirements. A certificant/candidate must:
    1. Comply with laws, regulations, policies, and ethical standards governing professional practice.
    2. Provide accurate and truthful representations concerning all certification and recertification information.
    3. Maintain the security of BGC examination information and materials, including the prevention of unauthorized disclosures of test information.
    4. Cooperate with BGC concerning ethics matters and the collection of information related to an ethics matter.
    5. Report, upon a reasonable and clear factual basis, apparent violations of the ethics code by certificants and candidates.

6. Refrain from public behavior that is clearly in violation of professional, ethical, or legal standards.
- II. Responsibilities to clients, employers, employees, and the public.
- A. Education, experience, competency, and performance of professional services. A certificant/candidate must:
1. Deliver competent services with objective and independent professional judgment in decision-making.
  2. Recognize the limitations of one's professional ability and provide services only when qualified. The certificant/candidate is responsible for determining the limits of his/her own professional abilities based on education, knowledge, skills, practice experience, and other relevant considerations.
  3. Maintain and respect the confidentiality of sensitive information obtained in the course of professional activities unless: the information is reasonably understood to pertain to unlawful activity, a court or governmental agency lawfully directs the release of the information, the client or the employer expressly authorizes the release of specific information, or the failure to release such information would likely result in death or serious physical harm to employees and/or the public.
  4. Properly use professional credentials and provide truthful and accurate representations concerning education, experience, competency, and the performance of services.
  5. Provide truthful and accurate representations to the public in advertising, public statements or representations, and in the preparation of estimates concerning costs, services, and expected results.
  6. Recognize and respect the intellectual property rights of others and act in an accurate, truthful, and complete manner, including activities related to professional work and research.
  7. Affix or authorize the use of any issued BGC organization's seal, stamp, signature, or other signifier of certification by the certificant only when the document is prepared by the certificant/candidate or has been fully reviewed and approved by the certificant/candidate. Any such use does not represent BGC approval of the work so endorsed.
  8. Communicate clearly, to clients and/or employers, the potential consequences if professional decisions or judgments are overruled or disregarded.
- B. Conflict of interest and appearance of impropriety. A certificant/candidate must:
1. Disclose, to clients and/or employers, significant circumstances that could be construed as a conflict of interest or an appearance of impropriety.
  2. Avoid conduct that could cause a conflict of interest with a client, employer, employee, or the public.
  3. Assure that a conflict of interest does not compromise legitimate interests of a client, employer, employee, or the public and does not influence or interfere with professional judgments.
  4. Refrain from offering or accepting significant payments, gifts, or other forms of compensation or benefits in order to secure work or that are intended to influence professional judgment.
- C. Public health, safety, and the natural environment. A certificant/candidate must:
1. Follow appropriate health and safety procedures, in the course of performing professional duties, to protect clients, employers, employees, and the public from conditions where injury and damage are reasonably foreseeable.

Any violation of the preceding numbered requirements may result in sanctions up to and including the suspension or removal of credentials awarded by the BGC.