COURSE OVERVIEW HE1170
Certified Safety Professional (CSP®)
BCSP-CSP Exam Preparation Training

Course Title
Certified Safety Professional (CSP®) *BCSP-CSP Exam Preparation Training*

Course Date/Venue
July 06-10, 2025/Crowne Meeting Room, Crowne Plaza Al Khobar, an IHG Hotel, Al Khobar, KSA

Course Reference
HE1170

Course Duration/Credits
Five Days/3.0 CEUs/30 PDHs

Course Description

This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state-of-the-art simulators.

BCSP awards the Certified Safety Professional to individuals who demonstrate competency and work full-time in a professional position where at least 50% of duties are safety program development and risk assessment devoted to the prevention of harm to individuals in the workplace environment. Whether your career goals include seeking a new position, moving up in your current organization or moving to private practice, you can accelerate your opportunities by achieving the Certified Safety Professional (CSP) certification.

The purpose of this course is to walk you through the process of applying for and taking the examination leading to the CSP certification. It provides you with in-depth information regarding the application process, examination process and the rules and procedures essential in retaining the CSP certification after you achieve it.

This course is designed to provide participants with a detailed and up-to-date overview of Certified Safety Professional (CSP®). It covers the core concepts of anatomy, physiology, chemistry, physics and mathematics; the statistics data and core research methodology concepts; the containment volumes, hazardous materials storage requirements and statistics from data sources; the management systems domain, including initial concepts on benchmarks and performance standards; the management leadership techniques, incident investigation techniques and management of change techniques; developing and implementing environmental, safety and health management systems; evaluating and analyzing survey data; and the risk management, hazard analysis methods and risk assessment process.

During this interactive course, participants will learn the behavior modification techniques; the costs and benefits of risk analysis; the administrative controls, engineering controls, chemical process safety management, fleet safety analysis and hazardous materials management; the emergency response planning, fire prevention and protection systems; the basics toxicology principles, ergonomics, and human factors principles; the environmental protection, pollution prevention methods and hazardous waste management practices; the legal issues, confidential information and ethics related to audits; and interpreting laws, regulations and BCSP code of ethics.

Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Get prepared for the next CSP® exam and have enough knowledge and skills to pass such exam to get the CSP® certification
- Discuss the core concepts of anatomy, physiology, chemistry, physics and mathematics
- Interpret statistics data and core research methodology concepts
- Calculate containment volumes and recognize hazardous materials storage requirements and statistics from data sources
- Discuss management systems domain, including initial concepts on benchmarks and performance standards
- Carryout management leadership techniques, incident investigation techniques and management of change techniques
- Develop and implement environmental, safety and health management systems as well as evaluate and analyze survey data
- Apply risk management, hazard analysis methods and risk assessment process
- Employ behavior modification techniques and identify the costs and benefits of risk analysis
- Carryout administrative controls, engineering controls, chemical process safety management, fleet safety analysis and hazardous materials management
- Employ emergency response planning, fire prevention and protection systems
- Explain the basic toxicology principles, ergonomics, and human factors principles
- Apply environmental protection, pollution prevention methods and hazardous waste management practices
- Discuss legal issues and apply protecting confidential information and ethics related to audits
- Interpret laws, regulations and BCSP code of ethics

Exclusive Smart Training Kit - H-STK®

*Participants of this course will receive the exclusive "Haward Smart Training Kit" (**H-STK®**). The **H-STK®** consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.*

Who Should Attend

The course provides an overview of all significant aspects and considerations of safety management for safety professionals seeking advanced certification in their field.

Eligibility Requirements

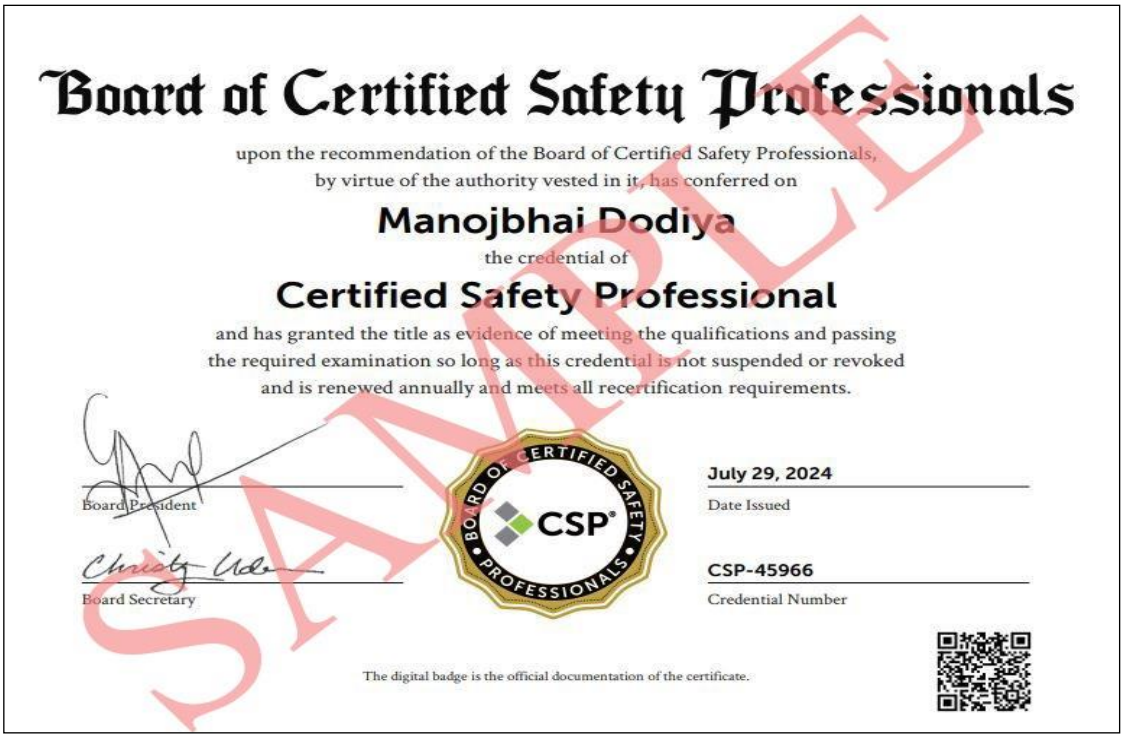
Academic Requirement	Experience Requirement	BCSP-Approved Credential Requirement *(Applicant must hold one of the following credentials at the time they apply for the CSP)*
All individuals applying for the CSP must have a bachelor's degree or higher in any field from an accredited institution or an associate in safety, health, or the environment. The associate degree must include at least four courses with at least 12 semester hours/18 quarter hours of study in the safety, health, or environmental domains covered in the ASP and CSP examination blueprints.	• CSP candidates must have four years of professional safety experience to sit for the CSP exam. Professional safety experience must meet the following criteria to qualify: • Professional safety must be the primary function of the position. Collateral duties in safety are not counted. • The position's primary responsibility must be the prevention of harm to people, property, or the environment, rather than responsibility for responding to harmful events. • Professional safety functions must be at least 50% of the position duties. BCSP defines full-time as at least 35 hours per week. Part-time safety experience is allowed if the applicant has the equivalent of at least 900 hours of professional safety work during any year (75 hours per month or 18 hours per week) for which experience credit is sought • The position must be at a professional level. This is determined by evaluating the degree of professional charge by which there is a reliance of employees, employers or clients on the person's ability to identify, evaluate and control hazards through engineering and/or administrative approaches. • The position must have breadth of professional safety duties. This is determined by evaluating the variety of hazards about which the candidate must advise and the range of skills involved in recognizing, evaluating, and controlling hazards	• Associate Safety Professional (ASP)** • Graduate Safety Practitioner (GSP) • Transitional Safety Practitioner (TSP)** • Certified Industrial Hygienist® (CIH®) • Chartered Member of the Institution of Occupational Safety and Health (CMIOSH)** • Canadian Registered Safety Professional (CRSP)** • Professional Certificate in Safety and Occupational Health, U.S. Army Combat Readiness Center (ACRC) (formerly "CP-12")** • Certified Safety Engineer (CSE), as administered by the State Administration of Work Safety (SAWS), People's Republic of China (PRC)** • Master in Occupational Safety and Health, International Training Centre of the International Labour Organization (ITC-ILO)** • NEBOSH National or International Diploma in Occupational Health and Safety** • Professional Member of the Singapore Institution of Safety Officers (SISO)** • Diploma/Certificate in Industrial Safety, as issued by the State Government Departments Boards of Technical Education, Government of India**

** Credential offered by BCSP*

*** Must meet eligibility requirements when pursuing CSP*

BCSP-CSP Certificate(s)

(1) BCSP-CSP certificates will be issued to participants who successfully passed the BCSP-CSP exam



Board of Certified Safety Professionals

upon the recommendation of the Board of Certified Safety Professionals, by virtue of the authority vested in it, has conferred on

Manojbhai Dodiya

the credential of

Certified Safety Professional

and has granted the title as evidence of meeting the qualifications and passing the required examination so long as this credential is not suspended or revoked and is renewed annually and meets all recertification requirements.

Board President

Board Secretary

July 29, 2024
Date Issued

CSP-45966
Credential Number

The digital badge is the official documentation of the certificate.

SAMPLE

(2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.

Haward Technology Middle East
Continuing Professional Development (HTME-CPD)

CEU Official Transcript of Records

TOR Issuance Date: 14-Nov-24
HTME No. 74851
Participant Name: Waleed Al Habeeb

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
HE1170	Certified Safety Professional (CSP®) BCSP-CSP Exam Preparation Training	Nov 10-14, 2024	30	3.0

Total No. of CEU's Earned as of TOR Issuance Date 3.0

TRUE COPY
Jaryl Castillo
Academic Director

Haward Technology has been approved as an Accredited Provider by the International Association for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1:2018 Standard which is widely recognized as the standard of good practice internationally. As a result of that Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1:2018 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology is accredited by

P.O. Box 26070, Abu Dhabi, United Arab Emirates | Tel.: +971 2 3091 714 | E-mail: info@haward.org | Website: www.haward.org

Certificate Accreditations

Haward's certificates are accredited by the following international accreditation organizations: -

- British Accreditation Council (BAC)

  Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. Haward's certificates are internationally recognized and accredited by the British Accreditation Council (BAC). BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

- The International Accreditors for Continuing Education and Training (IACET- USA)

  Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

  Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

  Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Instructor (s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:

Mr. Francis Almeida, PgDip, BSc, NEBOSH-ENV, NEBOSH-IGC, NEBOSH-IFC, NEBOSH-IOGC, NEBOSH-PSM, is a **Senior Health, Safety & Environmental** (**HSE**) **Consultant** with over **30 years** of practical experience within the **Oil** and **Gas** industry. He is a **NEBOSH Approved Instructor** for various certification programs. His expertise lies extensively in the areas of **Accident/Incident Investigation & Risk Management**, **NEBOSH** Environmental Management, **NEBOSH** International General Certificate, **NEBOSH** Fire Safety & Risk Management International Certificate, **NEBOSH** International Oil & Gas Certificate, **NEBOSH** Process Safety Management, **HAZOP & HAZID**, **HAZMAT & HAZCOM** Storage & Disposal, As Low as Reasonably Practicable (**ALARP**), Process Hazard Analysis (**PHA**), Process Safety Management (**PSM**), **Hazardous Materials & Chemicals** Handling, **Pollution Control**, **Environment, Health & Safety** Management, **Process Risk** Analysis, Effective Tool Box Talks, Construction Sites Safety, **HSSE Management** System, **HSSE Audit & Inspection**, **HSEQ Procedures**, **Authorized Gas** Testing, **Confined Space Entry & Rescue**, **Risk** Management, **Quantitative & Qualitative Risk** Assessment, **Working at Height**, **Firefighting** Techniques, **Fire** & **Gas** Detection System, **Fire Fighter & Fire** Rescue, **Fire Risk** Assessment, **HSE Industrial Practices**, **Manual Handling**, **Rigging Safety Rules**, **Machinery & Hydraulic Lifting Equipment**, **Warehouse Incidents & Accidents Reporting**, **Incident & Accident Investigation**, **Emergency Planning**, **Emergency Response & Crisis** Management Operations, **Waste Management** Monitoring, **Root Cause Analysis**, Hazard & Risk Assessment, Task Risk Assessment (**TRA**), **Incident Command**, Job Safety Analysis (**JSA**), Behavioral Based Safety (**BBS**), **Fall Protection**, **Work Permit & First Aid** and various international codes and standards such as the ISO 9001, OHSAS 18001, ISO 14001, SA8000, ISO 9001-2000 and ISO 9002. He was the **Offshore Safety Specialist** of **Chevron** wherein he was in-charged in HSE inspections, hazard analysis, incident investigation and implementing corrective actions.

During his career life, Mr. Almeida has gained his practical and field experience through his various significant positions and dedication as the **Quality Manager**, **HSE Specialist/Acting On-Scene Commander**, **Quality Auditor**, **Quality Supervisor**, **QHSE Engineer**, **Metallurgical Engineer**, **HSE Coordinator**, **Suppliers Auditor**, **Senior Instructor/Consultant**, **Oil & Gas Construction Specialist**, **Business Administration Specialist** and **Oil & Gas Management Technology Specialist** for various international companies and institutions such as the IBEC, Lopes & Almeida, IMA, EXPRO Group, UNESA, Vetco Aibel, ABB Oil & Gas, Brazilian Aluminum Foundry, DNV and ABIFA.

Mr. Almeida has a **Bachelor's** degree in **Metallurgical Engineering** and a **Post Graduate Diplomas** in **Safety Engineering** and **Industrial Administration**. Further, he is a **Certified Instructor/Trainer**, an **Approved Lead Tutor** in **NEBOSH Environmental Management Certificate**, **NEBOSH International General Certificate**, **NEBOSH International Oil & Gas Certificate** and **NEBOSH Process Safety Management Certificate** and an **Approved Practical Assessor/Lead Tutor** in **NEBOSH Fire Safety & Risk Management**. Moreover, he is a **Certified ISO 9001:2000 Lead Auditor**, a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership and Management** (**ILM**) and has further delivered numerous trainings, courses, seminars, conferences and workshops globally.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

30% Lectures
20% Practical Workshops & Work Presentations
30% Hands-on Practical Exercises & Case Studies
20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Training Fee

US$ 5,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Exam Fee

US$ 680 per Delegate + **VAT**.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1: ***Sunday, 06th of July 2025***

0730 – 0800	*Registration & Coffee*
0800 – 0815	*Welcome & Introduction*
0815 – 0830	***PRE-TEST***
0830 - 0900	***Welcome & Introduction*** *Overview of CSP • Importance of Safety Professionals • Structure of the course*
0900 - 0930	***Domain 1: Advanced Science & Math*** *Core Concepts: Anatomy, Physiology, Chemistry, Physics & Mathematics • Statistics for Interpreting Data*
0930 - 0945	*Break*
0945 - 1115	***Domain 1: Advanced Science & Math (cont'd)*** *Core Research Methodology Concepts*
1115 - 1230	***Domain 1: Advanced Science & Math Practical Application*** *Calculations: Containment Volumes, Hazardous Materials Storage Requirements, Statistics from Data Sources*
1230 - 1245	*Break*
1245 – 1330	***Domain 1: Advanced Science & Math Practical Application (cont'd)*** *Hands-on Practice & Exercises*
1330 – 1420	***Domain 2: Management Systems Intro*** *Overview of Management Systems Domain • Initial Concepts on Benchmarks & Performance Standards*
1420 – 1430	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1430	*Lunch & End of Day One*

Day 2: Monday, 07th of July 2025

0730 – 0800	Registration & Coffee
0730 - 0930	***Domain 2: Management Systems Detailed Study*** Management Leadership Techniques, Incident Investigation Techniques, Management of Change Techniques
0930 - 0945	Break
0945 - 1145	***Domain 2: Management Systems Detailed Study (cont'd)*** System Safety Techniques • Exercise on Root Cause Analysis
1145 - 1230	***Domain 2: Practical Applications in Management Systems*** Developing & Implementing Environmental, Safety & Health Management Systems
1230 - 1245	Break
1245 - 1400	***Domain 2: Practical Applications in Management Systems (cont'd)*** Evaluating & Analyzing Survey Data
1400 - 1420	***Domain 3: Risk Management*** Introduction to Risk Management • Overview of Hazard Analysis Methods and Risk Assessment Process
1420 - 1430	***Recap*** Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1430	Lunch & End of Day Two

Day 3: Tuesday, 08th of July 2025

0730 – 0800	Registration & Coffee
0730 - 0930	***Domain 3: Risk Management (cont'd)*** Detailed Study: Behavior Modification Techniques, Costs & Benefits of Risk Analysis • Hands-on: Conducting Job Safety Analyses & Task Analyses
0930 – 0945	Break
0945 - 1045	***Domain 3: Risk Management (cont'd)*** Group Discussion: Explaining Risk Management Options to Stakeholders
1045 – 1230	***Domain 4: Advanced Safety Concepts*** Exploration: Administrative Controls, Engineering Controls, Chemical Process Safety Management
1230 - 1245	Break
1245 – 1420	***Domain 4: Advanced Safety Concepts (cont'd)*** Analysis: Fleet Safety Principles, Hazardous Materials Management.
1420 - 1430	***Recap*** Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1430	Lunch & End of Day Three

Day 4: Wednesday, 09th of July 2025

0730 – 0800	Registration & Coffee
0730 – 0930	***Domain 5: Emergency Preparedness, Fire Prevention & Security*** Comprehensive Study: Emergency Response Planning, Fire Prevention & Protection Systems
0930 – 0945	Break
0945 - 1045	***Domain 5: Emergency Preparedness, Fire Prevention & Security (cont'd)*** Practical: Incident Management, Work on real-world scenarios
1045 - 1130	***Domain 6: Occupational Health & Ergonomics*** Study: Basic Toxicology Principles, Ergonomics & Human Factors Principles

1130 - 1230	***Domain 6: Occupational Health & Ergonomics (cont'd)*** *Practical Exercise: Evaluation of Occupational Exposures*
1230 - 1245	*Break*
1245 - 1420	***Domain 7: Environmental Management Systems*** *Detailed Exploration: Environmental Protection & Pollution Prevention Methods, Hazardous Waste Management Practices • Group Activity: Strategies for Sustainable Environmental Management*
1420 – 1430	***Recap***
1430	*Lunch & End of Day Four*

Day 5: ***Thursday, 10th of July 2025***

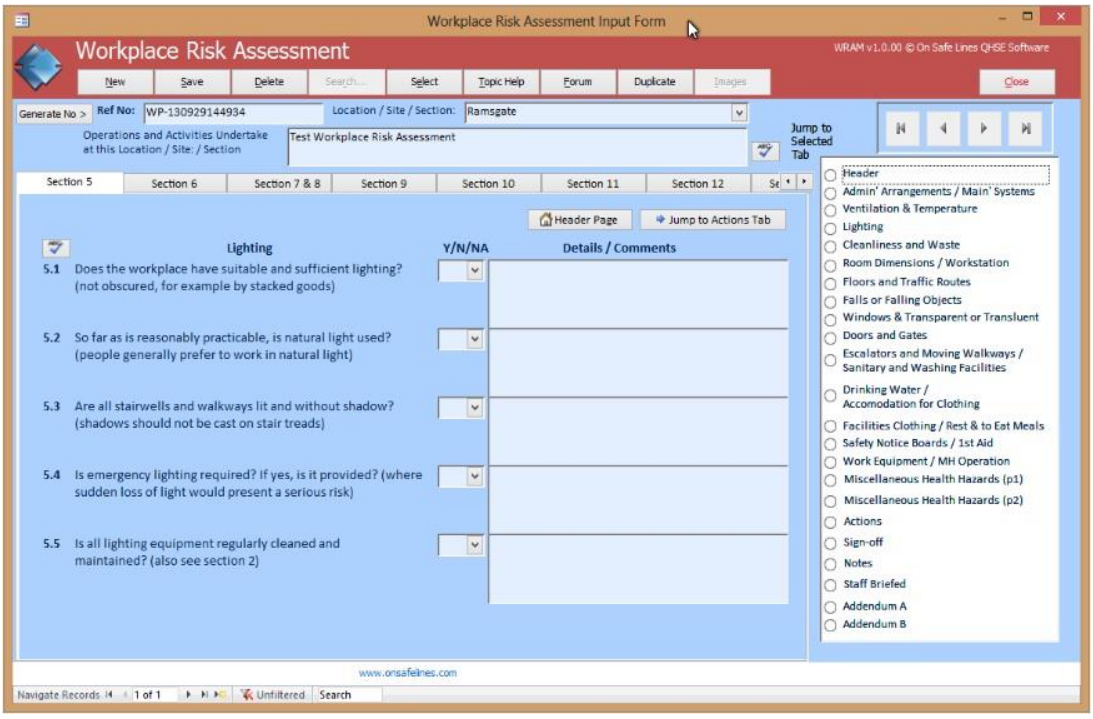
0730 – 0800	*Registration & Coffee*
0730 – 0930	***Domain 8: Training/Education*** *Exploration: Education & Training Methods & Techniques, Training Requirements*
0930 - 0945	*Break*
0945 - 1130	***Domain 8: Training/Education (cont'd)*** *Hands-on: Development of Training Programs & Assessment Instruments*
1130 - 1230	***Domain 9: Law & Ethics*** *Legal Issues, Protecting Confidential Information, Ethics Related to Audits*
1230 - 1245	*Break*
1245 - 1345	***Domain 9: Law & Ethics (cont'd)*** *Practical Application: Interpreting Laws, Regulations and Applying Concepts of BCSP Code of Ethics*
1345 – 1400	***Course Conclusion*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Course Topics that were Covered During the Course*
1400 – 1415	***POST-TEST***
1415 – 1430	*Presentation of Course Certificates*
1430	*Lunch & End of Course*

MOCK Exam

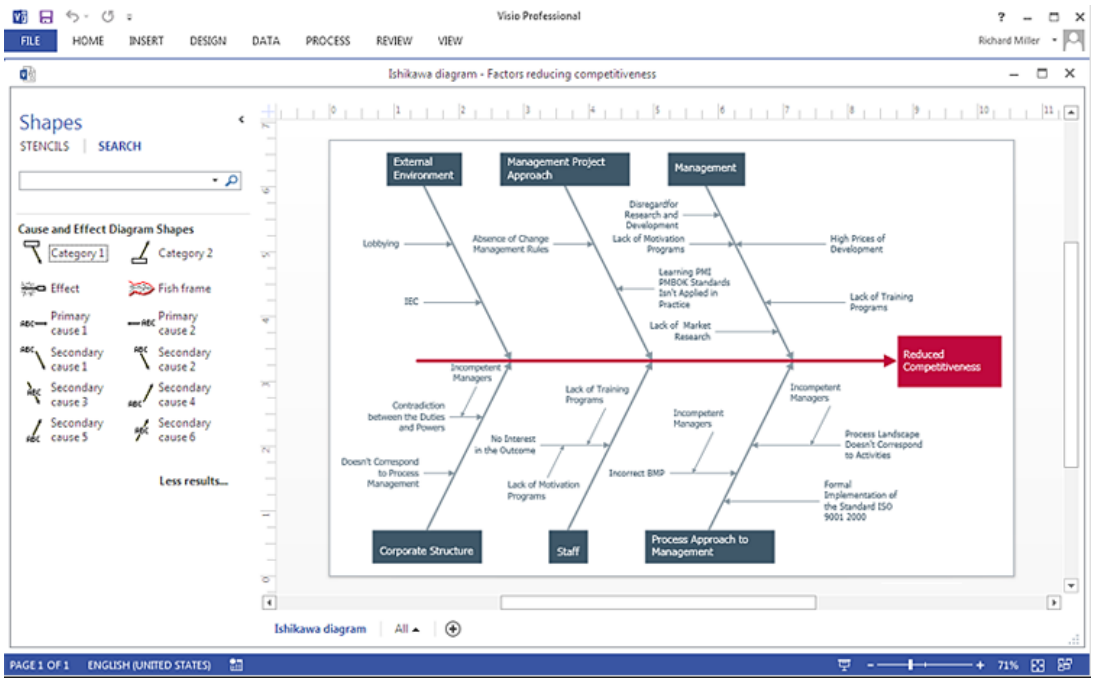
Upon the completion of the course, participants have to sit for a MOCK Examination similar to the exam of the Certification Body through Haward's Portal. Each participant will be given a username and password to log in Haward's Portal for the MOCK Exam during the 30 days following the course completion. Each participant has only one trial for the MOCK exam within this 30-day examination window. Hence, you have to prepare yourself very well before starting your MOCK exam as this exam is a simulation to the one of the Certification Body.

Simulator (Hands-on Practical Sessions)

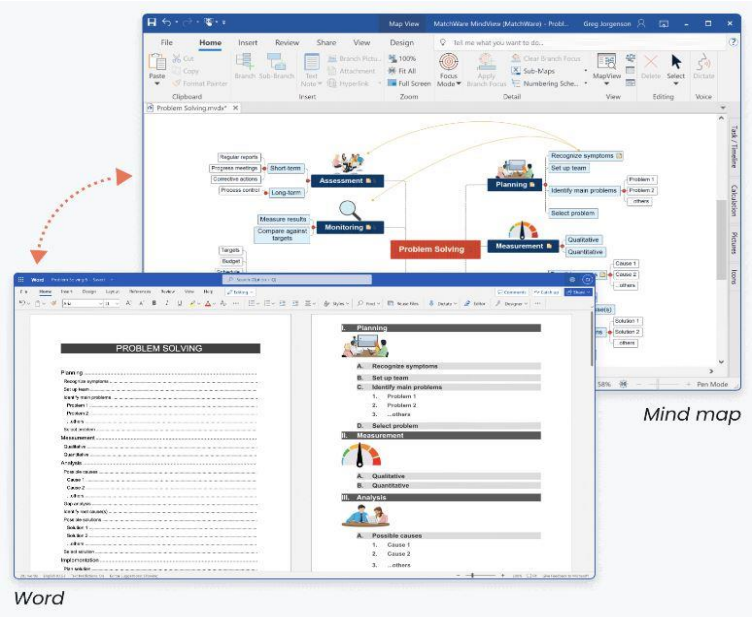
Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using our state-of-the-art "Workplace Risk Assessment", "Visio", "Mindview" and "QRA System" simulators.



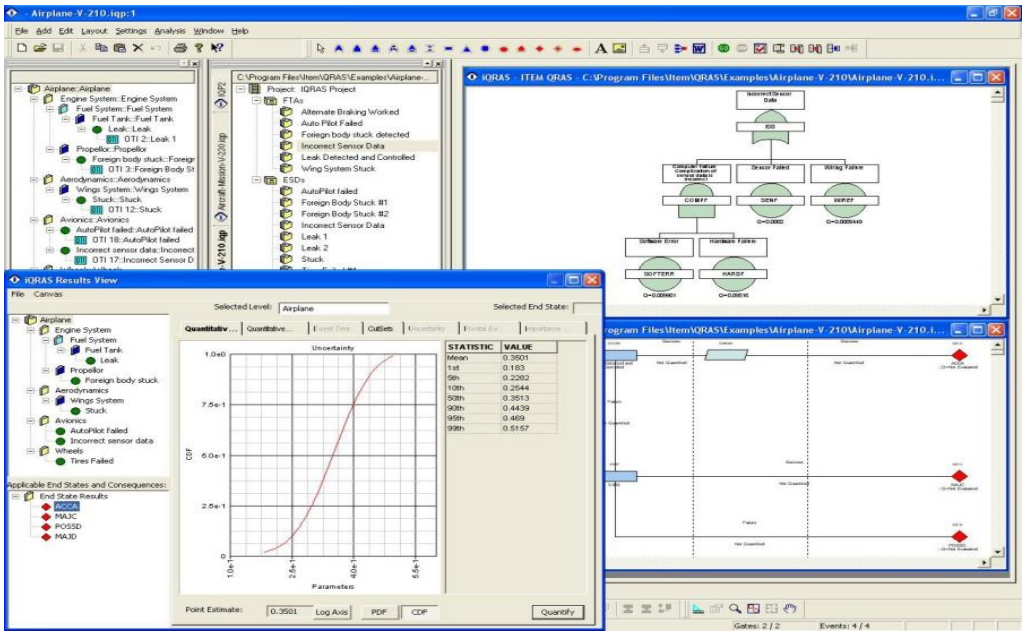
Workplace Risk Assessment



Visio Software



Mindview Software



QRA System Software

Course Coordinator
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