

CPSA Eligibility Checklist



This is a simple checklist of eligibility requirements for people interested in pursuing the CPSA® credential. Please complete this self-evaluation form before contacting BGC®, so that we can better assist you. If you are unable to check all the boxes below, it may mean that you have an eligibility gap that must be closed.

Academic Degree

- A. I have a degree from an accredited U.S. academic institution or an appropriately accredited foreign institution:
- Path 1:** A bachelor's degree with at least 7 years of general work experience.
OR
- Path 2:** An associate degree with at least 10 years of general work experience.
OR
- Path 3:** A secondary school diploma with at least 15 years of general work experience.

Training

- B. I have evidence of at least 40 hours of training in the past three years, 32 hours of which are specific to process safety, and the remaining 8 hours which are relevant to auditing, health and safety, or management systems.

Professional Practice Experience

- C. I have verifiable professional practice experience gained during the last 10 years in at least two of the following areas:
- Implementation of Process Safety programs
 - Process Hazard Analysis
 - Management of Change
 - Pre start-up safety reviews
 - Mechanical Integrity
 - Process Safety Information
 - Product Stewardship, Transportation or Distribution of hazardous products
 - Requirements of Process Safety laws, regulations and related documents
 - Process Safety Management systems and standards
 - Process Safety auditing procedures, processes, and auditing techniques.
- D. I can document auditing activities, which have occurred within 5 years prior to my planned certification. A minimum of 20 comprehensive process safety audits, for a minimum of 100 days. Of the 100 days, a minimum of 20 days must be conducted on-site or virtually.
- E. Character references will be submitted on my behalf from two responsible individuals such as supervisors or managers, who have known me for a minimum of two years and have knowledge of my experience and skills relative to process safety auditing at the professional level.

Ethical Practice

- F. I have not been involved in any unethical behavior and will adhere to the [BGC Code of Ethics](#).

Fees

- G. I am able to pay all fees required to obtain and hold the credential, including:
- Application/Reapplication Fee
 - Examination Fee
 - Examination Exemption Fee (if needed)
 - Annual Fee (after Passing the exam)