



## **Upgrading from NBCSA CSC Designation to NCSO TM**

### **CSC Received More than Three Years Before Making Application for the NCSO TM**

- Complete application (attached)
- Provide proof of up to date training (including First Aid)
- Attach proof of participation in COR internal Audit
- Attach proof of participation in inspections ( copies of Inspection reports)
- Attach proof of conducting a tool box meetings or Safety Presentation( copy of minutes)
- Submit a letter from your employer or detailed resume that demonstrates your industry experience (minimum of 3 years)
- Sign and attach NCSOTM Code of Ethics.
- Include a processing fee of \$50.00 plus HST

Application must be received by NBCSA at the **Minimum of one month** prior to exam date.

#### **Eligibility:**

Once your application has been received and reviewed- NBCSA will notify you of your eligibility to write the National NCSO exam

#### **Designation:**

Upon successful completion of the National exam (passing grade of 75% or better) Your NCSOTM certificate will be mailed to you at your home address

#### **Renewal of Designation**

The NCSO™ designation expires after three years. In order to renew your designation you will be required to show proof of a COR™ Company Audit in the last three years, copies of Toolbox Talk/Training Session you conducted and a Jobsite Inspection that you have participated in. In addition, you will need to proof of continuous education. If you fail to submit the documentation on time to NBCSA you will be required to re-write the NCSO™ exam along with submission of documentation

#### **Resources**

Contact the New Brunswick Construction Safety Association (NBCSA) regarding this program at:

#### **NBCSA**

PO Box 731, Miramichi, NB,EIV 3V4

Phone: (506)-627-1477

Toll Free: 1-877-382-7233 - Fax: (506)-624-9581

Email: [rsilliker@nbcsa.ca](mailto:rsilliker@nbcsa.ca)



## Application to Upgrade NBCSA CSC to NCSO™

**Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>Compulsory Courses Section</b> <b>To be completed by all applicants</b>	<b>Completed</b>	<b>Documentation/ Verification</b> <b>submitted to NBCSA</b>
Principles of Loss Control		
Principles of Loss Control Audit		
Leadership for Safety Excellence		
WHMIS 2015 Train the Trainer		
Hazard Identification and Control		
WHMIS		
Safety Orientation		
Workplace First Aid		
Construction Safety Administration (Last course taken)		
<b>Electives (three required)</b>	<b>Completed</b>	<b>Documentation/ Verification</b> <b>submitted to NBCSA</b>
Fall Protection Basics for Workers		
Confined Space Entry Awareness		
Trenching Awareness		
Accident/ Incident Investigation		
Transportation of Dangerous goods		
Lockout Awareness		
Traffic Control Person		
Workplace Area Traffic Control Manual (WATCHM)		
Manlift Awareness		
Forklift Operator		
Rigging Awareness		
Leading for Cultural Change		

**This section ONLY to be completed if your CSC certificate is dated more than 3 years from the time of application.**

### NCSO Application of Training and Experience

<b>Compulsory Application</b>	<b>Completed</b>	<b>Documentation/ Verification</b> <b>submitted to NBCSA</b>
Inspection job site		
Company COR Safety Program Audit (internal)		
Toolbox Talk or Presentation		
<b>Mandatory for all Applicants</b>		
National NCSO Code of Ethics		

Upon successful completion of the general knowledge exam (passing grade of 75% or better) Your NCSO™ certificate will be mailed to you at your home address.

# Code of Ethics

## ***National Construction Safety Officer (NCSO™)***

The NCSO shall:

1. Practice sound judgment.
2. Recognize professional limitations and competencies.
3. Practice the highest standards of honesty and integrity.
4. Represent themselves, their qualifications, and their experience accurately.
5. Promote and uphold the distinction of the safety profession.
6. Avoid conflicts of interest.
7. Protect confidential information and share only when legally obligated.
8. Respect dignity, diversity, human rights, and employment standards.
9. Continue professional growth and development.
10. Support the efforts of other safety practitioners.

I, \_\_\_\_\_ have read, understand, and will comply with the NCSO *Code of Ethics* as written above. I realize that any breach of the *Code of Ethics* may result in a formal review and subsequent suspension or termination of my NCSO designation.

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Signature

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Date