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MEMO

To: IOHA Certification Committee

Subject: Notes on Committee Meeting in Bergen-June 2002

Date: July 8, 2002

MESSAGE:

During the IOHA Scientific Conference in Bergen Norway, several IOHA Certification Committee members and several others who had participated in the London Workshop had an opportunity to meet and discuss some issues. In attendance were Paul Oldershaw, Heather Jackson, Michel Guillemin, Ugis Bickis, Gun Nise, Martin Newell and Vern Rose. Paul Oldershaw and Vern Rose reviewed the concepts of the first and second International Workshops on Certification and then the group discussed several issues as follows.

- Specifics of the Model Process, especially the requirement “input of various stakeholders and related professions should have input to the design and implementation if the process to ensure that it meets the national needs”. Some might interpret this to mean established Boards should have members or input from outside the occupational hygiene profession. Indeed in some countries this is a requirement for recognition of Certifying Boards by 3rd party organizations. However the discussion on this issue clarified several points. First, this suggestion was **recommended** (use of the word should) for new Boards being established in order to gain widespread input and support for the establishment of an Occupational Hygiene Certification Program. Once such a program (Board) is established the Committee believes it is important to have transparency in the Board’s activities and to show that the opinions of non-certified professionals and others with legitimate interest in the process can have input into the Certification Board’s activities and decisions.
- It is important to remember the Model Process contains some “shalls” (see the section on experience and the requirement for at least four years of experience as a professional hygienists and the requirement for the work to have included anticipation, recognition, evaluation and control of hazards). Where the word “shall” or its equivalent was used in the Workshop Report, the participants considered the item necessary for approval of the application. For example, a Board, which

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certifies individuals with three years of experience or five years of non-comprehensive experience, would not meet the criteria for designation as an IOHA Recognized Certification Board. The Model also contains some “shoulds”(see the section on Passing Criteria). It was the opinion of those attending the meeting that the review and approval process does not require detailed evaluation of the operating procedures of each applicant. It is recognized that various countries may have different requirements for Certifying Boards and IOHA is looking at the applicants alignment with the criteria established in the model process. This does make for a more subjective evaluation process, but it is recognized that such is necessary to ensure the flexibility of the process.

- The above discussion essentially requires the Certification Committee members, to evaluate the applicant’s process and determine if it meets the “guiding principles” of “objectivity, consistency, confidentiality and integrity” as described in the Model Process. The Committee should also determine if the “shall” requirements of the Model Process are met. If one or more is not met that is not an automatic reason for voting no on the application. Committee members should assess where deviations from the Model are required by local custom or external requirements and take this into consideration when voting.

The Committee welcomes comments and recommendations on these and any other issues. At the same time it is necessary to move along the pending applications. We have received one Board’s response to the committee’s comments and I believe that information should be shared with the Committee and a vote taken on acceptance of the Board’s application.

I look forward to receiving comments from any Committee members.

Vern Rose

c: IOHA Officers