Domain & Job Task Analysis

Certified Safety Specialist (CSS)

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Domain 1

Law and Ethics – 8%

Knowledge of:

1- Health & safety legislation (precaution, penalties, international, national, industry & trade)
2- Privacy protection (property liability, product liability, privacy law, trade secrets etc.)
3- Duties at workplace (managers, supervisors, safety committee etc.)
4- AOSH code of ethics
5- Legal issues (common law, compensation law, due diligence, general duty clause, civil & criminal law etc.)
6- Consequences of professional error and oversights

Skill to:

1.Interpret laws, regulations, and consensus codes and standards
2.Apply concepts of AOSH UK Code of Ethic

Domain 2

Ergonomics and Hygiene – 10%

Knowledge of:

1- Role of occupational hygienist
2- Occupational illness & disease (cancer, asthma, dermatitis,
3- Route of entry (inhalation, absorption, ingestion, injection)
4- Hazards & control of associated with gases
5- Physical & biological hazards & control (noise, ionizing & non-ionizing, vibration, stress, mold, influenza, viruses etc.)
6- Ventilation & indoor air quality
7- Symptoms of musculoskeletal injuries and ergonomics (biomedical, physiological, anatomical etc.)
8- Ergonomics assessment tools (surveys, checklists, direct observation, interview etc.)
9- Basics epidemiology and toxicology (mutagens, teratogens etc. LD50)

Skill in:

1. Applying principles and concepts of toxicology (dose response, acute/chronic, latency, routes of entry)
2. Applying principles and concepts of epidemiology (study design, measures of disease, and statistics)
3. Assessing information source credibility
4. Communicating with affected parties

Domain 3

Safety Fundamentals – 22%

Knowledge of:

1- Fundamentals of safe use, material handling & storage, disposal, risk associated with chemicals, explosive and radioactive material etc. (WHMIS/GHS)
2- Mobile equipment and vehicles safety (crane, forklifts, truck, vans, fleet safety etc.
3- Hazard & controls with automated systems, equipment and process (robotics, remote starts, computer controlled etc.
4- Common work place hazard (electrical, falls, confined space, lockout/tag out, excavation, hot work, cold & heat stress, caught in & between, struck by,
5- Work tools safety (hand tools, ladders, grinder etc.

6- Process safety management (pressure relief system, management of change etc.
7- Personal protective equipment
8- Common worksites issue (contractor, seasonal employee etc.)
9- Safeguarding machinery (point of operation, interlocks etc.)
10- Importance of safety (design, procurement etc.
11- Hierarchy of control & engineering control

Skill to:

1.Calibrate, use, and maintain data logging, monitoring, and measurement equipment
2.Identify relevant labels, signs, and warnings
3.Interpret plans, specifications, technical drawings, and process flow diagrams
4.Selection and use of appropriate sampling methods (analysis, strengths limitations)
5. Ventilation measurements
6. Noise and vibration measurements
7. Radiation measurements
8. Thermal stress measurements
9. Comparing air sampling and measurement data to recognized criteria
10. Troubleshooting control technology
11. Reading and interpreting design drawings and specifications

Domain 4
Management Systems – 20%

Knowledge of:

1- Key element of management system (plan, do, check, act)
2- How to develop, implement, evaluate etc. OHSAS 18001/ISO 45001, ISO 9001
3- Health and safety culture & consultation (benefits, barrier, improvement, measured etc.)
4- Integration of health and safety into organizational structure, culture & design etc.
5- Elements of business continuity & contingency plans
6- Management function & understanding of quality management
7- How to measure, analyze, improve organizational culture,
8- What is benchmark & performance and how to measure
9- Problem solving process and conflict of management
10- Leadership style / leadership technique, change of management & motivation models
11- Adult learning principles and Training need analysis
12- Project management concept and technique
13- Work place violence & harassment management (recognition & prevention)

Skill to:

1.Analyze and/or interpret sampling data (e.g., exposure, release concentrations)
2.Apply management principles of authority, responsibility, and accountability
3.Compare management systems with benchmarks
4.Conduct root cause analyses
5.Develop and implement environmental, safety, and health management systems
6.Evaluate andanalyze survey data
7.Perform gap analyses
8.Demonstrate business need via financial calculations(e.g., ROI, engineering economy, financial engineering)

Domain 5
Fire and Emergency Management – 9%

Knowledge of:

1. Roles and functions of standard setting bodies (local & international)
2. Fire chemistry and behavior
3. Fire safety programs & prevention system
4. Fire detection system, devices and fire control systems & devices
5. Emergency/disaster/crises response planning (chemical spills, terrorist attacks, natural disaster etc.
6. Fire suppression system
7. Incident management
8. Emergency preparedness & response planning

Skill to:

1. Calibrate, use, and maintain data logging, monitoring, and measurement equipment
2.Identify relevant labels, signs, and warnings
3.Interpret plans, specifications, technical drawings, and process flow diagrams
4.Calculate required containment volumes and hazardous materials storage requirements
5.Calculate statistics from data sources
6.Supporting emergency services and systems
7. Supporting jobsite personnel in an emergency
8. Communicating in speech and writing

Domain 6
Risk Management – 9%

Knowledge of:

1. Risk management principles
2. Risk assessment process & prioritization
3. Risk control process or techniques
4. Hierarchy of control
5. Hazard communication (SDS/GHS)
6. Behavior modification technique
7. Incident command system

Skill to:

1.Apply risk-based decision-making tools for prioritizing risk management options
2.Calculate metrics for organizational risk
3.Conduct job safety analyses and task analyses
4.Explain risk management options and concepts to decision makers, stakeholders, and the public
Prioritizing program needs
5. Identifying appropriate target audiences
6. Identifying appropriate program performance measurements
7. Communicating risk to affected parties

Domain 7
Communication & Training – 8%

Knowledge of:
1. Adult learning method & technique
2. Training needs analysis
3. Assessing training competency
4. Presentation tools
5. Effecting training program
6. Mentoring
7. Negotiation & inter personal skills
8. Conflict resolution

Skill to:
1.Perform training needs assessments
2.Develop training programs (e.g., presentation skills, tools)
3.Conduct training
4.Assess training competency
5.Develop training assessment instruments (e.g., written tests, skill assessments) to assess training competency

Domain 8
Audit and Inspection – 7%

Knowledge of:
1. Audit principles & techniques
2. Audit evaluation management system
3. Role of auditor
4. Audit requirement for management system
5. Audit types (internal, external & third party)
6. Audit process and data collection techniques
7. How to develop action plan from audit report

Skill in:
1.Identifying existing and foreseeable at-risk conditions and behaviors
2. Recognizing imminent danger
3. Using basic testing and monitoring equipment
4. Documenting observations and measurements, (e.g., note taking, photography, taking measurements)
5. Communicating in speech and writing 6. Applying health and safety standards, codes, and best practices
6. Program auditing

Domain 9
Environmental Management system – 7%

Knowledge of:
1. Environmental hazards
2. Environmental protection & prevention methods

3. Hazardous waste storage & disposal
4. Engineering & administrative control

Skill in:

1. Extracting critical information from literature, standards, guidelines and other resources
2. Prioritizing hazards for evaluation
3. Anticipating exposure scenarios
4. Recognizing known potential hazards
5. Inventorying hazards
6. Surveying tasks, operations, and sites
7. Communicating with affected parties
8. Exposure reconstruction & forensic investigation