



Certified Safety Officer (CSO)

## CSO Blueprint

CSO Blueprint provides comprehensive information, understanding policies & procedures established by AOSH Awarding Body United Kingdom.



PASSION  
FOR SAFER WORLD

PASSION FOR SAFER WORLD

## Preface

AOSH Awarding Body United Kingdom (AOSH UK) is pleased to present the blueprint handbook for the Certified Safety Officer (CSO). This handbook was developed to guide those involved in the development of the Certified Safety Officer (CSO) Examination and to provide the public (e.g., examinees, educators, administrators) information about the examination.

AOSH UK wishes to thank all the individuals who have contributed to the creation of this handbook, and a comprehensive review will be evaluated annually to reaffirm the competencies and the guidelines for examination.

AOSH UK encourages all users of this document to provide feedback which may be useful in future revisions of the blueprint. Please forward all such comments to [info@aoshuk.com](mailto:info@aoshuk.com).

All or any part of this document may be freely copied and distributed with the following restrictions: Excerpts, in any form or medium, must include a formal statement acknowledging that AOSH Awarding Body United Kingdom (AOSH UK) is the owner of the copyrighted material excerpted from this document. Copies and redistributions of this whole document, in any form or medium, must include the entire copyright notice and the restrictions shown on this page.

It is subject to change without notice at any time.

## Disclaimer of Liability

AOSH Awarding Body United Kingdom (AOSH UK) certified status is an indicator that an individual has completed a combination of defined education, experience, or examination requirements. However, certification is not a guarantee or assurance of the competence or ability of any particular individual. Further, given the rapid changes in the field, AOSH UK cannot warrant that the examination and other certification materials will at all times reflect the most current state of the art.

AOSH UK disclaims liability for any personal injury, property or other damages of any nature whatsoever, whether special, indirect, consequential or compensatory, directly or indirectly resulting from the certification scheme or the acts or omissions of any person who has been certified by the AOSH UK.

## About AOSH UK

AOSH Awarding Body United Kingdom (AOSH UK) is most progressive and fast growing accredited certification body. We are accredited by International Accreditation Board (IAB) in accordance with ISO/IEC 17024:2012 standard requirement and sole purpose are certifying practitioner in the safety, health & environment profession.

We are trusted and recognized awarding body by employers, training providers and learners across the World. We are dedicated to being the most dynamic and fresh-thinking awarding organization in the market. We believe that the right people with the right competencies deliver the right outcomes.

### Our Objective:

- Meet the individual needs of your organisation
- Provide quality assurance
- Keep things simple and improve overall efficiency
- To uphold the integrity of the assessment and certification
- To promote professionalism
- Promote ethical practice
- Promote equality and diversity

### Our Motto is:



Our **vision** is creating a safer world through safety, health, environmental certification and a certification body of choice, helping learners to reach their potential.

Our **mission** is to provide flexible certification that:

- Help professionals to achieve their goals in life and work
- To provide respected and valued assessment to enable quality assured learning worldwide.

## AOSH UK Code of Ethics

This code of ethics sets professional standards and ethical values, which are set and must be compiled by applicants, candidates and credential holders and abide by AOSH UK requirements, standards and its governing policies at all times. AOSH UK code of ethics is part of the certification scheme.

**Integrity:** The certified professionals shall pursue and sustain integrity, honour and prestige of the profession as well as of the AOSH UK Awarding body, by complying with these standards of work ethics.

**Scope:** AOSH UK certified professionals shall hold and be accountable for main principles during the conduct of their duties and professionally advise employers, clients, employees, the public and appropriate authorities, of any danger and unacceptable risks.

**Competence and Objectivity:** AOSH UK certified professional must be impartial and fair and conduct his professional affairs with responsibility and integrity. Continuously maintain high standards of ethics, balanced care for the interests of the public, employers, clients, employees, colleagues and the profession itself. AOSH UK certified professional must avoid to conduct or practice, which might likely lead to discrediting the profession, AOSH UK Awarding Body or deceiving the public in any manner.

**Professionalism:** AOSH UK certified professional shall pursue opportunities in services of civic affairs, working for the development of the safety, health, environment, security and other well-being of the community, by sharing their obtained knowledge and skills. AOSH UK certified professional shall only practice in his/her educational field of expertise. As well as following up their professional development by maintaining their competence through further education, work experience, professional training and keeping up to date with current affairs of the profession.

**Fairness:** AOSH UK certified professional shall always act as a non-bias professional of their field and with the manner regardless to individual's religion, ethnicity, gender, age, national origin, sexual orientation, or disability.

**Support:** AOSH UK certified professional will always support fellow professionals and AOSH UK, as the main driving force behind the progress in the professional environment. Also, certified professional by AOSH UK - will not collude, debase or discredit the AOSH UK or the other fellow professionals.

## Certified Safety Officer (CSO) Blueprint

The competencies have been weighted using the importance and frequency ratings obtained in the competency validation study.

Sr. No.	Competency Categories	Questions Percentage
1	Law & ethics	5%
2	Accident investigation	15%
3	Hazard identification & control	45%
4	Fire and emergency management	20%
5	Health hazard & industrial hygiene	9%

## Certified Safety Officer (CSO) Exam Development Guidelines

Examination Length and Format	80 operational multiple choice questions. Three (3) hours will be allocated for the completion of the examination.
-------------------------------	--

## Recommended Reference List

AOSH UK code of ethics	By AOSH UK
Principles of health and safety at work: 8th edition	By Allan St John Holt and edited by Jim Allen
Health and Safety in a Changing World	By Robert Dingwall and Shelley Frost
Essentials of environmental management	By Paul Hyde and Paul Reeve
Health and safety: risk management	By Dr Tony Boyle
Fundamentals of Industrial Hygiene	Plog, Barbara A, and Patricia J. Quinlan, National Safety Council, 5th Edition, 2002.
Fall Protection and Scaffolding Safety	Gagnet, G. D
Construction Safety Planning	MacCollum, D. V.
Construction Safety Practices and Principles	Peyton, R. X. & Rubio, T. C.
Construction Safety Management and Engineering	Hill, D. C.
Fire Protection Handbook	Volume 1 and 2, NFPA, 20th Edition, 2008.

## Certified Safety Officer (CSO) Exam Competency Profile

### Domain 1

#### Law and Ethics – 5%

#### Knowledge of:

- 1- Roles & responsibility
- 2- Regularity and other record keeping equipment
- 3- Audit & inspection
- 4- AOSH code of ethics

### Domain 2

#### Accident Investigation 15%

#### Knowledge of:

- 1- Investigation technique
- 2- Cost of accident
- 3- Record keeping & reporting incidents
- 4- Documentation requirement

### Domain 3

#### Hazard Identification & Control – 45%

#### Knowledge of:

- 1- Electrical, Electric Power Transmission and Distribution
- 2- Focus four (caught in between, electrocution, fall & struck by)
- 3- Excavation, trenching & shoring
- 4- Demolition

- 5- Scaffolds
- 6- Fall protection
- 7- Personal protective & lifesaving equipment
- 8- Steel erection
- 9- Confined space
- 10- Hot work (welding, cutting & brazing)
- 11- Cranes & derricks in construction
- 12- Hoisting, signaling & rigging
- 13- Noise & vibration
- 14- Lockout & tag out
- 15- Signs, signals & barricades
- 16- Material handling, storage, use & disposal
- 17- Concrete & masonry construction
- 18- Stairways and ladders
- 19- Commercial driving operation

**Domain 4****Fire and emergency Management – 20%****Knowledge of:**

- 1- Fire protection & prevention
- 2- Potential fire hazard
- 3- Emergency response plan
- 4- Emergency response equipment
- 5- Emergency rescue technique & exercise

**Domain 5****Health Hazard and Industrial Hygiene – 15%****Knowledge of:**

- 1- General safety and health provision
- 2- Chemical hazard & control
- 3- Toxic and hazardous substances
- 4- Hazard communication and global harmonize system (GHS)
- 5- Blasting & use of explosives



**aosh** Awarding Body  
UNITED KINGDOM

209 Tower Bridge, 46-48 East Smithfield  
E1W 1AW, London United Kingdom  
Phone: +44 203 514 7170 - +44 203 290 3124  
info@aoshuk.com - www.aoshuk.com