



CERTIFICATE FOR OCCUPATIONAL SAFETY MANAGERS

Recertification Guidelines

Participation and General Requirements for Recertification

As a COSM Graduate, you **must participate** in professional development activities after your initial COSM Certificate is issued, and report such activities every three years. Failure to meet the COSM Recertification requirements will result in loss of Certificate.

The COSM Recertification program is a point based system. COSM Graduates must accumulate **4 points** within the three year recertification cycle. Points are awarded according to the categories below. The COSM Graduate is responsible for maintaining all supporting documentation to verify the information claimed on the COSM Recertification Worksheet.

| Category Description | Point Calculator | Maximum Number of Points per Category within the 3 year Recertification Cycle | Accepted Documentation to Validate Point |
|---|--|---|--|
| Participate in Continuing Education: Continuing Education | 30 contact hours or 3.0 CEUs of Continuing Education = 1 point | 2 point maximum | Sign in rosters, transcripts, certificates, conference agenda or similar documentation |
| Membership: A. Professional Safety Organization Membership and/or B. Active Board Member of Safety Organization | One Activity from the Category = 1 point | 2 point maximum | Certificate of Membership, Organization or organization's Annual Report with list of Board Members, or similar documentation |
| Instruct Safety or Health training class that covers one or more of the topics covered in COSM or Instruct a "Train the Trainer" class in a Safety or Health Topic | One 8 hour class = 1 point | 2 point maximum | Sign in roster with instructor name printed or other similar documentation |

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| Professional Contribution to the Safety & Health Industry: such as contribution to an OSHA Regulation, ANSI Standard or another Industry Standard; and/or author safety related article for a Safety Publication (other than your employer's publication) | One Activity from the Category = 1 point | 2 point maximum | Letter on company letterhead showing proof of participation; official standard publication showing contributors; copy of publication that published article. |
| Presenter at Safety/Health Conference | One conference Presentation = 1 point | 2 point maximum | Conference agenda with presentation listed |
| SGE Participation | VPP Audit = 1 points | 2 point maximum | Written or electronic documentation showing proof of audit participation |
| COSS Class (must be taken after completion of COSM class) | 4 points | NA | |

Certificate Alignment: If a COSM holds a COSS, the recertification cycles can be aligned. When it is time to submit the COSS recertification worksheet to recertify the COSS certificate, the COSM is to submit their COSM certificate and the COSS will be aligned to the recertification cycle of the COSM which is a 3 year cycle. The COSM that holds the COSS must meet the requirements of the COSM Recertification and submit for renewal at the end of the recertification cycle or result in the loss of both COSM and COSS certificates.