

The National Construction Safety Officer (NCSO®) Designation

Terms of Participation

INTRODUCTION TO NCSO®

The National Construction Safety Officer (NCSO®) designation verifies that a person has met the national standard of training, practical application, years of experience, and written performance measurement as set out by the members of the Canadian Federation of Construction Safety Associations (CFCSA).



Persons who achieve the NCSO® designation can be a valuable resource to management in the administration and implementation of a company's health and safety program for the purpose of reducing incidents, injuries, or loss.

The Construction Safety Association of Manitoba (CSAM) offers the full list of courses and final written exam needed to earn your NCSO® designation, which are as follows:

REQUIREMENTS

Each applicant is required to complete a four-part process to prove competency in construction safety.

1. TRAINING

Each applicant must complete 9 compulsory safety training courses. All compulsory courses are available through CSAM's classroom training.

- Basic First Aid with CPR
- Hazard Identification and Risk Control
- Leadership for Safety Excellence
- Legislation 101
- Principles of Safety Management
- Safety Administration
- Safety Auditor (*Prerequisite: Principles of Safety Management*)
- Train the Trainer
- WHMIS 2015

CSAM will grant equivalency for training taken with our affiliated associations through the CFCSA or Industry Based Safety Programs (IBSPs) in Manitoba, but courses must meet the intent of the mandatory requirements.

Each applicant must complete two elective courses. To fulfill requirements, elective courses must be provided by CSAM or a recognized provider and take a minimum duration of four hours.

Two online courses will equal one elective course. Each applicant can take up to four online courses.

Courses taken at any of the CSAM conferences or at a recognized training provider can be submitted for review and, if accepted, they will apply toward the elective requirements.

2. CONSTRUCTION FIELD EXPERIENCE

The applicant must have a minimum of three years of construction field experience to receive the NCSO® designation. The definition of construction field experience includes:

- A construction worker (labourer or skilled construction tradesperson) working directly and actively in a construction field (i.e. residential, commercial, industrial, road building, pipeline construction, mobile equipment operations, etc.); **or**
- An individual who is directly and actively responsible for the supervision (i.e. site superintendent) or safety (i.e. site safety coordinator) of the construction worker, who also works directly and actively in the construction field on a full-time basis.
- Red Seal or journeyperson Certificate will also be accepted as proof of experience (i.e: Certificate of Qualification in a construction related trade)

3. SUPPORTING DOCUMENTATION

To evaluate the applicant's ability to apply what they have learned in the classroom, each applicant must submit four pieces of supporting documentation:

- COR®/SECOR® audit
- Inspection/hazard assessment
- Toolbox talk presentation
- Proof of three years' construction experience (see experience letter criteria)

Applicants can submit this documentation via the online client portal.

4. SUCCESSFUL EXAMINATION

Applicants must complete a national exam. A minimum exam score of 75 per cent is required. After successful completion of the exam, applicants will receive a NCSO® achievement certificate and letter of good standing.

MAINTAINING YOUR NCSO® DESIGNATION

The NCSO® designation must be verified every three years. To maintain your NCSO® designation, you will be required to submit four pieces of documentation:

- Inspection/hazard assessment (signed — clearly stating you are the who completed it — and current within one year)
- Toolbox talk presentation (signed — clearly stating you are the one who completed it — and current within one year)
- Registered auditor certificate (current) or COR®/SECOR® audit (current within one year)
- First aid certificate (current)

Applicants can submit this documentation via the online portal. Once all above documentation is submitted and approved, an updated letter of good standing will be issued by email.

TRAINING COSTS THROUGH CSAM

| Compulsory Courses | Member | Associate Member |
|--|---------------|-------------------------|
| Basic First Aid with CPR | 85.00 | 120.00 |
| Hazard Identification and Risk Control | 60.00 | 85.00 |
| Leadership for Safety Excellence | 120.00 | 170.00 |
| Legislation 101 | 30.00 | 45.00 |
| Principles of Safety Management | 200.00 | 300.00 |
| Safety Administration | 30.00 | 45.00 |
| Safety Auditor | 120.00 | 170.00 |
| Train the Trainer | 60.00 | 85.00 |
| WHMIS 2015 | 30.00 | 45.00 |
| Elective Courses (two required) Recommended but not limited to: | Member | Associate Member |
| Confined Space Entry and Entry Rescue | 260.00 | 320.00 |
| Excavations & Trenching | 30.00 | 45.00 |
| Flagperson | 60.00 | 85.00 |
| Prime Contractor | 30.00 | 45.00 |
| SiteReadyMB (online) | 50.00 | 50.00 |
| WCB 101 | 30.00 | 30.00 |
| Working at Heights | 130.00 | 160.00 |
| WSH Committee & Worker Safety & Health Representative | 30.00 | 45.00 |
| Online Training (two courses = one elective course) | Member | Associate Member |
| CSAM online course | 25.00 | 25.00 |
| CSAM online course | 25.00 | 25.00 |
| CSAM online course | 25.00 | 25.00 |
| CSAM online course | 25.00 | 25.00 |