# PEEB Certified Safety Specialist (CSS)

# Exam Info-V01:2025

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CHAPTER – 1

# 1 INTRODUCTION

## 1.1 About PEEB

### 1.1.1 Who We Are?

The Professional Excellence Evaluation Board (PEEB) is the premier global accredited personnel certification body as per ISO 17024:2012 from International Accreditation Services (IAS). PEEB accreditation demonstrates that all certifications meet the global standards. PEEB provides certification schemes in diverse professions and industries, not limited to Quality, Health & Safety, Food, Environment, Energy, Six Sigma, Fire, Calibration, Lifting and Rigging etc. PEEB's rigorous, effective, and reliable e-certification process elevates the expectations of professionals in their fields and allows them to demonstrate their commitment and ability to work at the highest level.

PEEB uses Subject Matter Expert (SME) throughout the development and evaluation processes. Our extensive knowledge in developing task analysis, assessments, and certifications distinguishes us in the competitive environment.

We are highly committed and accepted as an autonomous certification board by employers and learners in the market. We are dedicated to being the most dynamic and fresh-thinking organisation in the market. We believe that the right professional with the right competencies delivers the right outcomes.

PEEB recognises the importance of impartiality in carrying out its certification activities, so all the staff and/or stakeholders manage conflicts of interest and ensure the objectivity of all certification activities. PEEB will not discriminate based on race, creed, ethnic origin, religion, age, disability, political affiliation, gender, sexual orientation, marital, parental, military, or any other legally protected status.

### 1.1.2 Our Objective

1. Our objective is to keep things simple for individuals and advance their knowledge, skills, and careers, for the meet-up of individuals, organizational requirements, and customer services.
2. To encourage professionalism, equality, and diversity and urge ethical practice.
3. To sustain the integrity of assessments and certification by providing quality assurance.
4. Provide comprehensive services that demonstrate the benefits for individuals and inspire them as a whole society.

### 1.1.3 Our Motto is “Passion for Excellence”

**Vision**

To build a global platform for professionals to pursue excellence through personnel certifications.

**Mission**

To inspire and develop leaders in their professions through globally recognized personnel certifications and support the society.

### Values

**Dedication to Superiority:** We ensure the highest level of excellence in all outputs with the aim of becoming "Global Leaders" Our slogan is **"Passion for Excellence".**

**Veracity:** We ensure that all exchanges with clients and along with the staff are based on honesty and mutual self-esteem with the aim of supporting 'integrity over the board'.

**Sustainability:** Our belief is in the long-term sustainability of both the organisation and clients thereby "boosting self-sufficiency all through continuous enrichments in our services"

**Accountability:** We deliver our promises to ourselves and our customers.

**Modernization / Innovation:** We believe in learning, modifying, and expanding thereby "reacting positively to change".

**Professionalism and Excellence:** Dedication to be the best and to provide the best for our members.

**Transparency:** Effective and clear communication about all our business.

### 1.1.4 PEEB Code of Conduct

This code of conduct sets professional standards and ethical values, which are set and must be complied with by applicants, candidates and credential holders and abide by PEEB obligations, standards, and its governing policies always.

### Integrity:

The certified professionals shall pursue and maintain integrity, dignity, and distinction of the profession as well as of the PEEB by complying with these standards of work ethics.

### Scope:

PEEB evaluated/certified professionals shall hold and be accountable for fundamental standards during the conduct of their duties and professionally advise employers, clients, employees, the public and appropriate authorities, of any danger and intolerable risks.

### Professionalism:

PEEB-evaluated and certified professional candidates shall only conduct practice in his/her educational field of expertise and knowledge. As well as following up their professional development by maintaining their proficiency through further knowledge, work experience, professional skills, and keeping up to date with current affairs of the profession.

PEEB certified professionals shall pursue opportunities in services of civic, and business affairs, working for improvement of the quality check, health and safety, system security, management proficiencies, and other well-being of the community, by sharing their acquired knowledge and professional skills and experiences.

**Fairness:**
PEEB-certified professionals shall always act as non-biased professionals in their field and in a manner regardless of an individual's religion, ethnicity, gender, age, national origin, sexual orientation, or disability.

**Support:**
PEEB-certified professionals will always support fellow professionals and PEEB is the main operating power behind the development of the professional environment. In addition, certified professionals by PEEB - will not conspire, embarrass, or discredit PEEB or the other colleagues.

### 1.1.5 Statement of Confidentiality

PEEB-certified professionals must be unbiased and fair-minded and conduct his/her professional affairs with responsibility and integrity. Continuously maintain exact standards of ethics, and balanced care for the concerns of the public, employers, clients, employees, colleagues, and the profession itself.

PEEB-certified professionals must avoid conducting or practicing, which might lead to discrediting the professions, or PEEB board or misleading the public in any manner.

### 1.1.6 Statement of Impartiality

Professional Excellence Evaluation Board - PEEB provides objective and balanced professional certification awarding services. We stick to transparent procedures based on certification schemes, which comprise built-in checks to ensure the objectivity of certification activities.

CHAPTER – 2

# 2 Certified Safety Specialist (CSS) CERTIFICATION SCHEME

## 2.1 Certified Safety Specialist (CSS) Program Overview

The purpose of certification in the occupational health and safety (OHS) field is to promote excellence and professionalism. The CSS certification program certifies individuals who have met the program prerequisites and who demonstrate that they have acquired a minimum level of knowledge and expertise in this field by passing the examination.

PEEB utilizes the support of experts in examination development, psychometrics, and examination delivery to support the development of the CSS certification and examination. This cooperative effort by the PEEB, its consultants, and practicing OHS professionals has resulted in defining the body of knowledge significant to the practice of OHS.

The CSS credential designation represents a personal benchmark that validates knowledge, skill, and practice. Obtaining the CSS certification will set you apart from others within the OHS industry and emphasize that you are professionally committed to health and safety within the workplace.

## 2.2 Objectives of Certification

The objectives of the certification program for OH&S MS professionals are to:

1. Professional standards and improve the practice of OHS.
2. Provide recognition to those professionals who demonstrate an acquired body of knowledge and expertise in the field through successful completion of the application, interview, and examination process: Identify for employers, the public and members of allied professions, individuals with acceptable knowledge of the principles and practice of OHS.
3. Foster continuing competence and maintain the professional standard in OHS through a mandatory continuing professional development (CPD) program.

## 2.3 Certified Safety Specialist (CSS) Certification Scope

CSS Certifications scope provides valued knowledge and recognition that the candidate has experience within a specific industry.

When you see Certified Safety Specialists (CSS) after a name, you know that they have been through a rigorous process that confirms their recognised schooling, professional practice, and professional development and that they have successfully passed a competency-based certification assessment/evaluation. They have also signed and agreed to abide by the PEEB Code of Ethics and maintain ongoing continual professional development (CPD).

Certified Safety Specialists (CSS) predominantly work in the private sector, which may include roles as government contractors. Those in the public sector might work with the military or various federal, state, or local agencies. CSS professionals are employed across a broad range of industries, such as oil and gas exploration, refining, manufacturing, construction, healthcare, and insurance. Their responsibilities often include managing safety programs, occupational health, ergonomics, emergency preparedness, fire safety, and security. Additionally, CSS professionals may oversee environmental health systems and manage safety programs covering large workforces of up to 1,000 or more employees.

## 2.4 Eligibility Criteria

Applicants for Certified Safety Specialist (CSS) certification must meet one of the following three options:

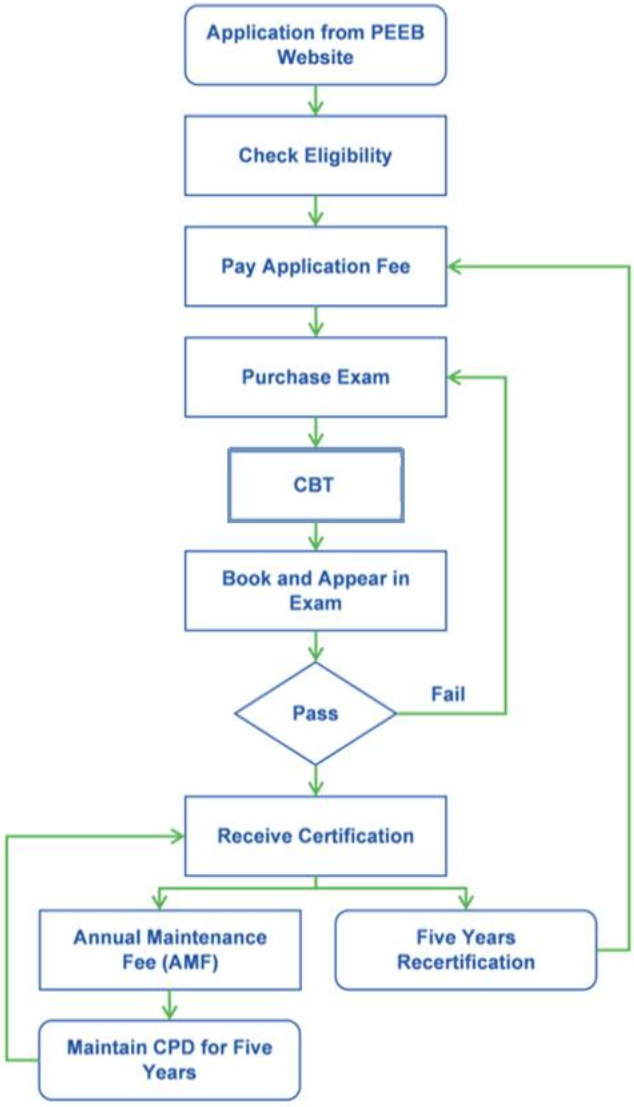
| Exam | Education | Professional Experience |
|---|---|---|
| Certified Safety Specialist (CSS) | Master/bachelor's degree in any subject or (International equivalent) | Two years of professional safety experience in any industry where safety is at least 50%, preventative, professional level with breadth and depth of health and safety duties |
| | Associate Diploma in HSE or closely related field | Three years of professional safety experience in any industry where safety is at least 50%, preventative, professional level with breadth and depth of health and safety duties |
| | Associate Diploma or GCSE Level Certificate | Five years of professional safety experience in any industry where safety is at least 50%, preventative, professional level with breadth and depth of health and safety duties |

CHAPTER - 3

# 3 APPLICATION AND EXAMINATION PROCEDURE

## 3.1 Certification & Application Process

PEEB offers a very clear and easy procedure for the PEEB certification. Candidate Can go towards the PEEB Certification by following these application and examination steps.




## 3.2 Certification Steps

**Step 1 – Pick A certification**

The first stage is to select a certification from the PEEB website according to the eligibility.

**Step 2 – Check Eligibility**

The second step is to check the certification criteria through the PEEB official website. Applicants for PEEB certification must meet one of the following three options given in Chapter 2.

**Step 3 – Pay and Submit Application**

Fill up the signup form, pay the application fee and then submit the remaining application at the PEEB online portal. Applications are reviewed by PEEB management and evaluate the material presented by an applicant i.e., Applicants for PEEB certification must meet one of the following three options given in chapter 2. Applicants will receive a notification about their application status within 3 business days of receiving your application.

**Step 4 – Purchase Exams**
Once the application is approved, the applicant will purchase the exam set and the Applicants must have to sit an examination within one year of validity.

**Step 5 – Select Exam**
PEEB Exams is a computer-based test CBT.

**Step 6 – Book and Appear in Exam**
Once the exam is purchased, the Candidate can take the exam anytime by visiting the Exam link provided through email.

**Step 7 – Pass the Examination**
Once the Candidate passes the PEEB certification exam he qualifies for the certification. PEEB will award certification who pass the certification exams.

**Step 8 – Pay Annual Renewal Fee**
There is an annual renewal fee who earn the PEEB credential. Candidate must have to maintain and submit the CPD points yearly.

## 3.3 Recertification

PEEB certified must maintain CPD by compiling 25 Re-certification points every year. Another way to earn all the required points is to retake and pass the examination for Re-certification.

## 3.4 Application Fees for Examination and Certification

PEEB offers direct exams, where a candidate can sit for the exam without attending the training course. The applicable prices are as follows:

- Application Fee: £75
- Certification Exam Fee: £250
- Re-sit Examination Fee: £99
- Annual Maintenance Fee (AMF): £99

The application fee for certification is £75 and will be valid for one year, applicants can schedule certification exams within one year. PEEB waved off the first year of the Annual Maintenance Fee (AMF) from all certification holders.

**Note**: If your application is not approved or you're not eligible we will contact you. The application's £75 processing fee is not refundable.

## 3.5 Examination Approval Process

Once the application is approved by PEEB the candidate will receive a confirmation email of approval from PEEB.

A candidate must sit for the examination within one year of receiving approval. If the candidate fails to take an exam within this one-year period, they must undergo the entire application approval process again, including the application fee, unless there are exceptional circumstances.

## 3.6 Appointment Scheduling

PEEB is responsible for the Online examination.

### 3.6.1 Online

Once the exam is purchased, the Candidate can take the exam anytime within the time period by visiting the My PEEB portal. Once the exam is booked and started, they must complete it in one sitting.

## 3.7 Identification Requirements

The examination candidate is required to present an original (no photocopies) & valid ID i.e., passport/national identity card etc.

If you are not a citizen of the country in which you are sitting for the exam, the only acceptable identification document is your valid, unexpired passport.

Failure to present the proper identification will result in the forfeiture of your examination.

CHAPTER - 4

# 4 MANDATORY RULES & REGULATION

## 4.1 Rules for Scheduling/Appointment for Examination

As this is a computer-based test (CBT), candidates are provided with a one-year window from the date of application approval to take the examination at their convenience. Therefore, rescheduling of the examination is not permitted.

Candidates should ensure they select an examination date within their authorization period. If a candidate needs an extension beyond this one-year period, they may apply for an additional one-year extension, subject to an extension fee.

## 4.2 Missed Examinations

Once you log in and start the examination, you cannot stop, pause, or restart the exam. The examination timer will continue even if there is a loss of internet connection, so please ensure your internet connection, hardware, and camera are all functioning well before you begin. All required identification documents must be available at the start, as the examination will not proceed without successful identity verification.

To retake the examination after being denied access, you will need to re-register and pay the full certification exam fee.

## 4.3 Inclement Weather or Emergency

In cases of inclement weather or unforeseen emergencies on the day of the examination, PEEB will assess if circumstances warrant a rescheduling of the certification exam. The computer-based examination is generally not cancelled due to weather conditions.

| Sr. No. | Domain Category |
|---|---|
| Domain 01 | Law and Ethics – 6% |
| Domain 02 | Ergonomics and Hygiene – 9% |
| Domain 03 | Safety Fundamentals – 13.6% |
| Domain 04 | Management Systems – 18% |
| Domain 05 | Fire and Emergency Management – 8.5% |
| Domain 06 | Risk Management – 8.5% |
| Domain 07 | Communication & Training – 8% |
| Domain 08 | Audit and Inspection – 7% |
| Domain 09 | Environmental Management System – 7% |
| Domain 10 | Mathematics & Advance Science – 6% |
| Domain 11 | Strategy and Leaderships Management – 8.4% |