

INTRODUCTION

A Contaminated Sites Approved Professional (CSAP) is a member of the Society of Contaminated Sites Approved Professionals who performs or is qualified to perform CSAP work under section 49.1 of the Contaminated Sites Regulation (CSR). The Society of Contaminated Sites Approved Professionals exists to support the activities of its members in their capacity as Approved Professionals conducting “CSAP Work”. “CSAP Work” means a submission, including advice and recommendations, to the Ministry of Environment Director respecting:

- (i) A determination that a site is or is not a contaminated site,
- (ii) A contaminated soil relocation agreement,
- (iii) An approval in principle,
- (iv) A certificate of compliance, or
- (v) Other matters specified by the Rules.

All CSAP applicants must read and be familiar with the By-Laws of the Society available at www.csapsociety.bc.ca before submitting their application for Society membership.

ELIGIBILITY CRITERIA

1. Individuals must be professional members of, or hold an appropriate license, in good standing, with one of the following three Parent Associations before recommendation for Roster appointment and CSAP membership can be made:
 - i. The Association of Professional Engineers and Geoscientists of the Province of British Columbia (APEGBC),
 - ii. The British Columbia Institute of Agrologists (BCIA), or
 - iii. The British Columbia College of Applied Biology (CAB).
2. Candidates must possess ten (10) years of relevant and direct documented contaminated sites experience. Of the ten (10) years total experience, a minimum of eight (8) years must be direct documented contaminated site experience. Documented experience may be acquired over a period of more than ten (10) years.
3. For both the category of Standards Assessment Specialist and the category of Risk Assessment Specialist, candidates may possess a maximum of two (2) years of Relevant Documented Experience, post-qualifying bachelor’s degree.
 - i. A **qualifying degree** refers to the degree or set of qualifying examinations completed by the candidate and upon which the Parent Association deemed the candidate to have satisfied the minimum academic requirements for registration with the Parent Association.
4. Of the ten (10) years of experience not more than two (2) years of which may be Relevant Documented Experience, eight (8) years must be Direct Documented CSR Experience, of which four (4) years must consist of significant experience at a decision-making level:

- i. **Relevant Documented Experience (RDE)** refers to all of a CSAP applicant's post-qualifying bachelor's degree experience that is determined to be experience applying biological, toxicological, geoscience, engineering or agronomy principles that are relevant to contaminated sites practice.
Up to two (2) years of RDE work experience in fields of practice other than contaminated site is allowed. It is the responsibility of the applicant to demonstrate to the satisfaction of the reviewers that the non-contaminated sites work experience is relevant.
 - (a) When less than 1250 hours of a CSAP applicant's work experience in a 12 month period has been direct RDE, the work experience claimed must be factored accordingly.
 - (b) CSAP applicants may be given up to a maximum of one (1) year of RDE credit for the research component of post-graduate degrees combined if the research meets all other requirements of RDE. If, however, the CSAP applicant is given credit for work experience gained outside of the degree program during the same time period, he/she will not be given credit for the post-graduate work.
 - ii. **Direct Documented Experience (DDE)** means experience in the field of contaminated site investigations, risk assessment, management and remediation. To qualify as one (1) full year of DDE, a minimum of 1000 hours of DDE is required. When less than 1000 hours of DDE is claimed in a 12 month period, the work experience claimed must be factored accordingly.
 - iii. **Decision-making level DDE** means:
 - (a) providing direction and senior review of scientific and technical tasks necessary to complete investigations, risk assessment, management and remediation at contaminated sites.
 - (b) Drawing technical conclusions, preparing recommendations, and issuing opinions based on the results of investigations, risk assessments, management and remediation at contaminated sites.
 - (c) Identifying appropriate regulatory requirements and guidelines and ensuring that the investigations, risk assessments, management and/or remediation work performed meets those requirements and guidelines.
5. **DDE-decision making level** must equal four (4) years of significant experience:
- i. **For Standard Assessment Specialist**, in the context of the numerical standards of the *Contaminated Sites Regulation (CSR)* or an equivalent framework in another jurisdiction. To be "significant", the clearly documented experience must meet all of the following tests:
 - (a) represent an application of the knowledge of contaminant sources, fate and transport;
 - (b) be done in an environment where the individual had primary responsibility for the technical/scientific aspects of the site assessment and/or remediation;
 - (c) show that appropriate regulatory requirements and guidelines for site investigations, management and remediation work were met; and
 - (d) demonstrate experience in all stages of contaminated sites investigation and remediation.

- ii. **For Risk Assessment Specialist**, in the context of the risk-based standards of the Contaminated Sites Regulation (CSR) or an equivalent framework in another jurisdiction. To be “significant”, the clearly documented experience must meet all of the following tests:
 - (a) represent an application of the knowledge of contaminant sources, fate, exposure and effects on biota (including humans);
 - (b) be done in an environment where the individual had primary responsibility for the technical/scientific aspects of the human health and/or ecological risk assessment;
 - (c) show evidence that the accomplishment required a synthesis capability that only those who fully appreciate the topics of their discipline will have; and
 - (d) show that appropriate regulatory requirements and guidelines for risk assessment work were met.
6. It is recognized that less than 100% of one’s time will be direct DDE. Some work experience may involve, for example, supervising employees, conducting or receiving training, developing client relationships, managing contracts, conducting other environmental work and vacation or other leave days. To claim and be credited with full credit, a CSAP applicant must have spent no more than 50% of his or her time on indirect or unrelated DDE activities such as those listed above. When less than 50% of a CSAP applicant’s work experience has been direct DDE, the applicant must factor the time claimed accordingly. A 1950-hour work year is used for experience consideration.
7. CSAP applicants may be given up to a maximum of one (1) year of non-decision making level DDE credit for the research component of post-graduate degrees if the research meets all other requirements of DDE. If, however, the applicant is given credit for work experience gained outside of the degree program during the same time period, they will not be given credit for the post-graduate work. A maximum of one (1) year of DDE credit can be given for the research component of all post-graduate degrees combined.
8. The minimum DDE requirement is based on a 1950-hour work year; applicants will not be given more than one (1) year of credit in any calendar year and may not meet the minimum DDE requirement in less than four (4) working calendar years. Applicants may take more than four (4) working calendar years to meet the minimum DDE requirement.
9. At least one (1) of the credited years of DDE must have been obtained in the three (3) years prior to approval of the application for membership.
10. The individual must have successfully written and passed within 15 months of receiving notification that their qualifications were acceptable, the Approved Professionals Examination. The Approved Professionals’ Examination includes a technical examination specifically applicable to Standards Assessment Specialist, a technical exam specifically applicable to Risk Assessment Specialist and a regulatory exam applicable to both.