

FSR/APSS Application Requirements

1. An individual seeking to become an FSR shall apply to the division using application AWCC Form HS-31-A.
2. To be approved as an FSR, an individual must have at least 2 years' experience in the Occupational Health & Safety Profession during the past 10 years and must meet at least one of the following qualifications:
 - a. An Associate's degree or higher in Safety, Industrial Hygiene, or related field. Applicant must submit a certified copy of his or her transcripts from their college or university.
 - b. A current certification by the Board of Certified Safety Professionals as a Certified Safety Professional or Associate Safety Professional.
 - c. A current certification by the American Board of Industrial Hygiene as a Certified Industrial Hygienist or Industrial Hygienist in Training.
 - d. A current certification by the World Safety Organization as a Certified Safety Manager, or Certified Safety Specialist.
3. If applicants do not meet these requirements, they may still be eligible for approval as an FSR if, of the previous 10 years, they have worked at least 7 years as an Occupational Health & Safety Professional with a minimum of 50% of their time devoted to workplace Health & Safety.
4. If applicants meet the requirements listed on #2, but do not have the required Occupational Health & Safety experience, they may be approved as an FSR in training. The following is required to be approved as an FSR in training:
 - a. A copy of the AWCC Form HS-31-1 completed and submitted to the division.
 - b. The FSR in Training shall work under the direct supervision of an approved FSR with all Accident Prevention Services work documents (reports, recommendations, etc.) signed by the approved FSR as well as the FSR in Training.
 - c. When 2 years of Occupational Health & Safety experience have been obtained, the FSR in Training may resubmit an AWCC Form HS-31-A requesting approval as an FSR.
5. If an applicant is not approved, the division shall notify the applicant in writing and state the reason(s) for denial. Any applications not approved shall be destroyed after 90 days.

6. All FSR performances are subject to review by the division. The division may rescind FSR approval for cause. A request for review of the decision may be made to the director of the division and, if desired, the Chief Executive Officer of the commission.

For Approval of Professional Safety Sources (APSS):

1. An individual seeking to become an APSS pursuant to the AWCC Rule 32 Program shall apply to the division using application AWCC Form HS-31-A.
2. To be approved as an APSS, an individual must meet the FSR requirements listed above and provide verification of at least 3 additional years of Occupational Health & Safety experience and must attend an APSS Seminar.
3. If an applicant is not approved, the division director shall notify the applicant in writing and state the reason for the denial. Any applications not approved will be destroyed after 90 days.
4. All APSS performances are subject to review by the division staff. The division may rescind APSS approval for cause. A request for review of the decision may be made to the director of the division and, if desired, the Chief Executive Officer.
5. APSS's who have been inactive in the State of Arkansas for a period of more than 5 years shall attend the APSS Seminar again before providing APSS services to employers in the Rule 32 program.

See Next Page

Nuances for Applicants:

1. Applications must be signed, dated, and **scanned** (NO PHOTOS).
2. Applications can be sent by mail or emailed to April.huddleston@arkansas.gov
3. **Social Security numbers are no longer required.**
4. Transcripts will shorten the experience required if it is relevant to Safety/Loss Control. An Associate's level or higher (60 hours) in a Science or Engineering course of study will also help shorten the experience.
5. Transcripts should come directly from your university and can be mailed to:
 - a. PO Box 950, Little Rock AR, 72203
 - b. Or E-Scripted to April.huddleston@arkansas.gov
6. Transcripts with degrees unrelated are not needed. If an applicant has one of the rule's recognized certifications (CSP, CIH, CSM, CSS) then a transcript is not required.
7. Work Experience pages:
 - a. The Work Experience page can be copied and used as many times as needed. Please make sure to use one for each place of employment.
 - b. Be sure to include your current employment.
 - c. In box 7, percentage of time spent in each area, when added together, **should not exceed 100%.**
8. **Applicants must include email addresses for themselves and **all supervisors (current and former).**** Verifications must be submitted in writing.