



United Arab  
Emirates

Virtual (Zoom)  
IOSH UAE CPD Event  
13 July 2020 at 04:00 PM (UAE time)

## **Journey to Chartered Membership (CMIOSH)**

“Initial Professional Development and Skill Development Portfolio (IPD / SDP) ”

**Sami Ullah**

CMIOSH | CRSP® | CSP® | SMS®

IOSH UAE Branch

Professional Development Officer



# Event rules



Mics will be muted



You may turn your camera on/off



Turn your view to speaker view



Feel free to type your questions/ feedback into the chat box



Only 1 speaker at a time



Meeting will be locked after 20 minutes (no attendance certificate if unable to attend full session)



Be on time



Respect, Listen, Learn & share knowledge

# Agenda for the PD Event

- IOSH UAE branch - Professional Development team and focus.
- IOSH Membership grades / proposed new grades
- IOSH Membership benefits & How to Join IOSH Membership
- How to apply for Category / Membership transfer.
- Moving towards different IOSH Membership Levels
- CSP and CRSP to CMIOSH
- Initial Professional Development and Skill Development Portfolio (IPD / SDP)
- CPD and its part in your Journey
- Q & A session.

# Key Focus of Today PD Event

## Initial Professional Development (IPD)

- Skill Development Portfolio (SDP)
- Electronic Open Assessment (EOA)
- CSP and CRSP to CMIOSH
- CPD and its part in your Journey
- Q & A session.



**Journey Towards CMIOSH**

# IOSH UAE Branch - PD team



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**UNITED ARAB EMIRATES**

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# IOSH UAE Branch - PD focus

- Monthly Virtual Zoom - PD events
- On Call assistance & WhatsApp
- Group sessions for CPD / IPD workshops. (4-5 members)
- Face to Face - assistance and support (when required)
- E-mail support - [uaeipdcpd@ioshnetworks.co.uk](mailto:uaeipdcpd@ioshnetworks.co.uk)
- Connect with LinkedIn and send PD queries
- Mentoring support
- IOSH Website tools, documents and links.
- IOSH - CPD / IPD webinar, videos, YouTube links.

# IOSH & Membership Benefits

- Enhance your career prospects
- Enhancing your skills, knowledge and expertise.
- IOSH stamp of excellence / Expand your network
- Gain access to news and policy updates
- Become an IOSH trainer / IOSH CPD



BENEFITS

# IOSH Membership Categories

## The seven membership categories are:

- Student **Member**.
- Affiliate **Member**.
- Associate **Member** (AIOSH)
- Technical **Member** (Tech **IOSH**)
- Graduate **Member** (Grad **IOSH**)
- Chartered **Member** (CMIOSH)
- Chartered Fellow (CFIOSH)

Joins as an **affiliate (non-students)**,  
at a fee of **£191**,

Alternatively, you may be interested  
in [Student Membership](#)

- full-time student; free!
- Part time student, there is a one-off fee of £50.

**Joining IOSH and fees**



# IOSH New Grades change proposal

**CURRENT**

**TRANSITION**

**PROPOSED**

**FELLOW**

**FELLOW**

**CHARTERED**

**CHARTERED**

**GRADUATE**

**CERTIFIED**

**TECHNICAL**

**TECHNICAL**

**ASSOCIATE**

**TRANSFER TO TECHNICAL**

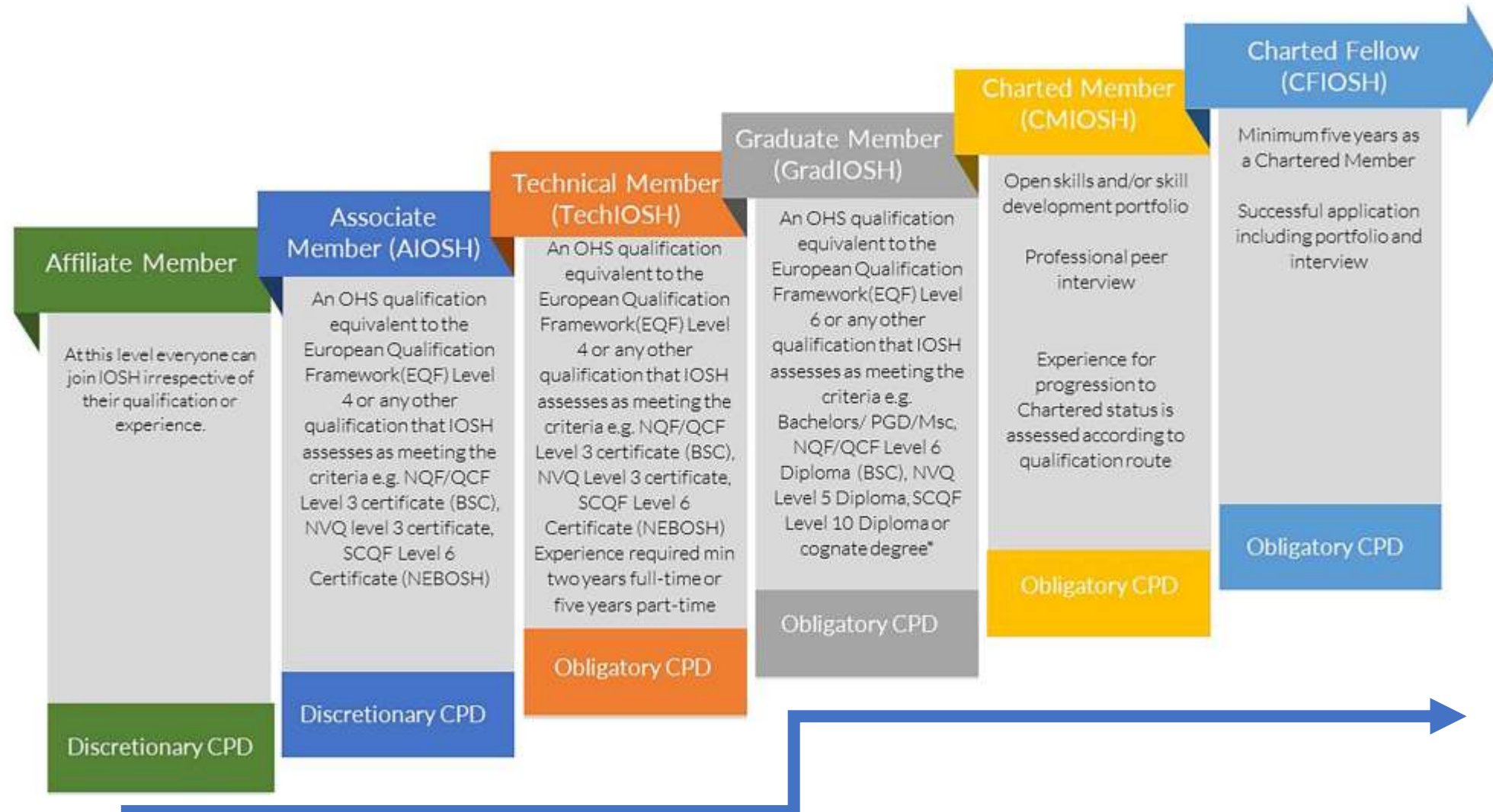
**STUDENT**

**STUDENT**

**AFFILIATE**

**AFFILIATE**

# Moving on to different grades



# Applying for Category transfer

You've joined as an **affiliate** or **student** and believe you are qualified to be granted ***technical*** or ***graduate*** status.

Moving to any higher grade, known as '**category transfer,**' is on application to IOSH membership.

- IOSH will request a copy of your certificates/qualification.
- Check that your CPD development plans and activities are recorded and up to date. (In MYIOSH – MYCPD)
- IOSH may request a CV or clarification of your role and responsibilities.

You are advised to research carefully as to what each grade requires and get everything in place before application submission.

# Moving from Grad IOSH to CMIOSH

- When your **graduate** status is confirmed, IOSH will invite you to join the **IPD** process to move toward (not transfer) to **chartered** status. Members should enroll for IPD and pay **£160** fee
- IPD is activated in **24**hours.
- **2 years** to complete the IPD assessment process.
- Depending on the qualification at **graduate** level, those with vocational qualifications (NVQs at level 5 or 6) will follow a route commencing with an **open assessment** and then concluding with a peer interview.
- Those with a degree, diploma (NEBOSH, NCRQ) will follow a route commencing with a **skills development portfolio** and then a peer interview.

# Moving from Grad IOSH to CMIOSH

2

**Graduate member with  
a level 4 or 5 NVQ or SVQ in  
occupational health and safety**

You will need to

- maintain your continuing professional development
- complete an electronic open assessment
- complete a peer review interview

1

**Graduate member with an  
accredited degree or diploma**

You will need to

- maintain your continuing professional development
- complete a skills development portfolio
- complete a peer review interview



3

**Graduate member with  
a cognate degree**

You will need to

- maintain your continuing professional development
- complete a skills development portfolio
- complete an electronic open assessment
- complete a peer review interview



# CSP and/or CRSP to CMIOSH

As a **CSP or CRSP**, you have the choice of two different ways of progressing to Chartered membership.

## Option 1

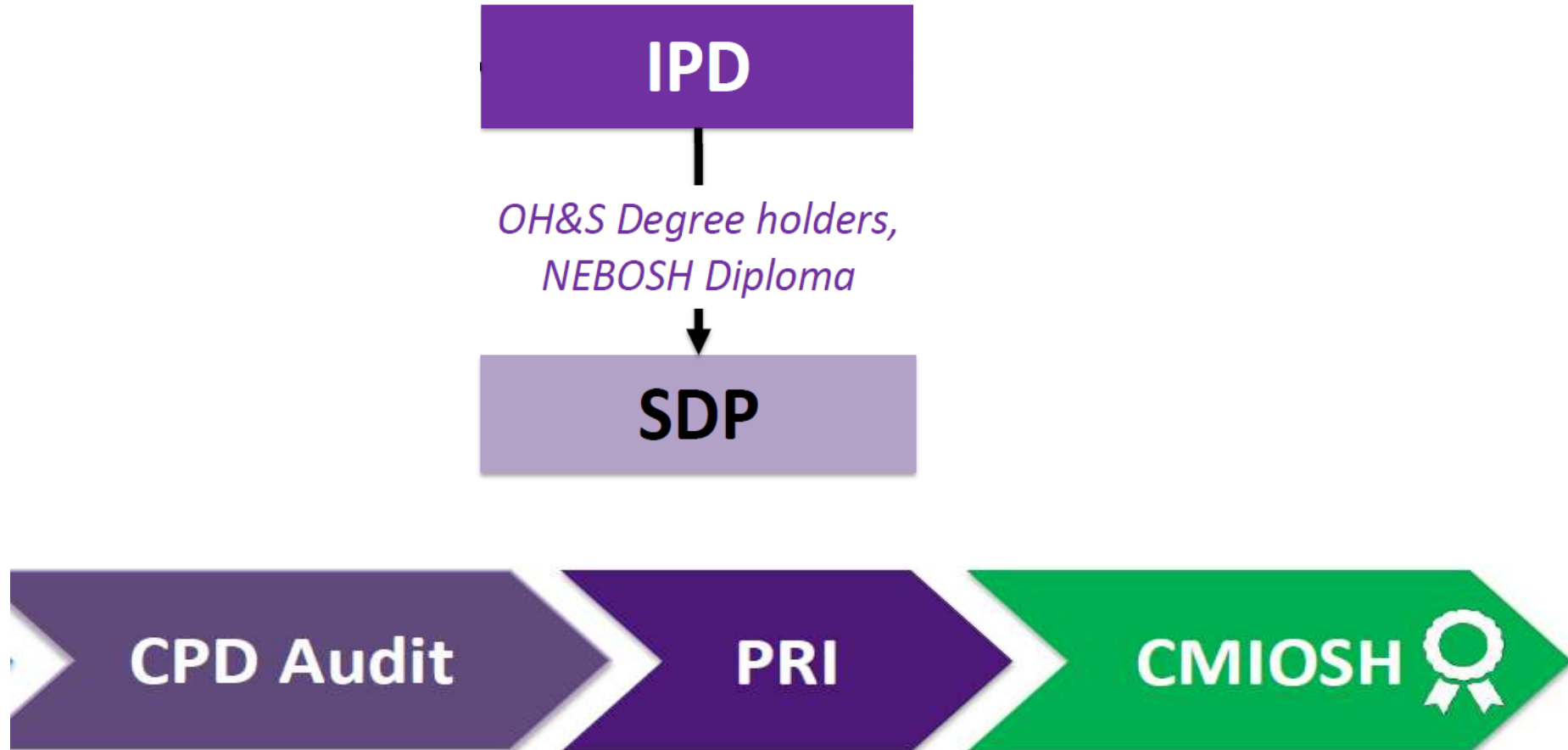
- join as an Affiliate Member.
- Once IOSH approve your application, you'll be transferred to Graduate membership.
- You can then use the letters 'Grad IOSH' after your name.
- Next, IOSH invite you to complete an open assessment.
- Once you've successfully completed the assessment, you'll become a Chartered Member.

## Option 2

- complete the open assessment first,
- successfully completed the assessment,
- apply for membership. Again, you'll join initially as an Affiliate.
- Once IOSH approve your application, will grant you Chartered status.

**NO: PRI**

# IPD – Skill Development Portfolio (SDP)



# IPD – Skill Development Portfolio (SDP)

- Evidence based assessment process similar to an NVQ level, assessment takes approx. 3 weeks per assignment.
- Completed **online** via MYIOSH-MYIPD.
- Select **7 criteria** from 5 elements (out of 27 criteria in all). Criteria can be submitted individually
- **Each criterion requires:**
  - An outline or summary of proposed work and intended outcomes
  - An activity log and Indexed evidence
  - A reflective account
- Members to upload evidence of their work electronically. Evidence can go back up to **two years**.



# Guide to the Skills Development Portfolio

## Version 5

- IOSH will provide guidance, explanation on minimum requirements. There is SPD detailed guide on the IOSH website (**66 pages**) to the process.
- You must select 1 performance criterion from elements 1 to 3, and 2 performance criteria from elements 4 and 5, to address.
- For example,
  - Element 1 – 1.4
  - Element 2 – 2.1
  - Element 3 – 3.3
  - Element 4 – 4.1 and 4.5
  - Element 5 – 5.2 and 5.3

# Guide to the Skills Development Portfolio

## Version 5

- **Activity sheets**
  1. Activity column
  2. Description column
  3. Dates column
  4. Outcome
  5. Evidence column
  6. Upload column

# Guide to the Skills Development Portfolio

## Version 5

### 1.1 Using appropriate management techniques to initiate, develop or promote policies

Minimum activities: 4

Minimum evidence: 5

Example activity sheet:

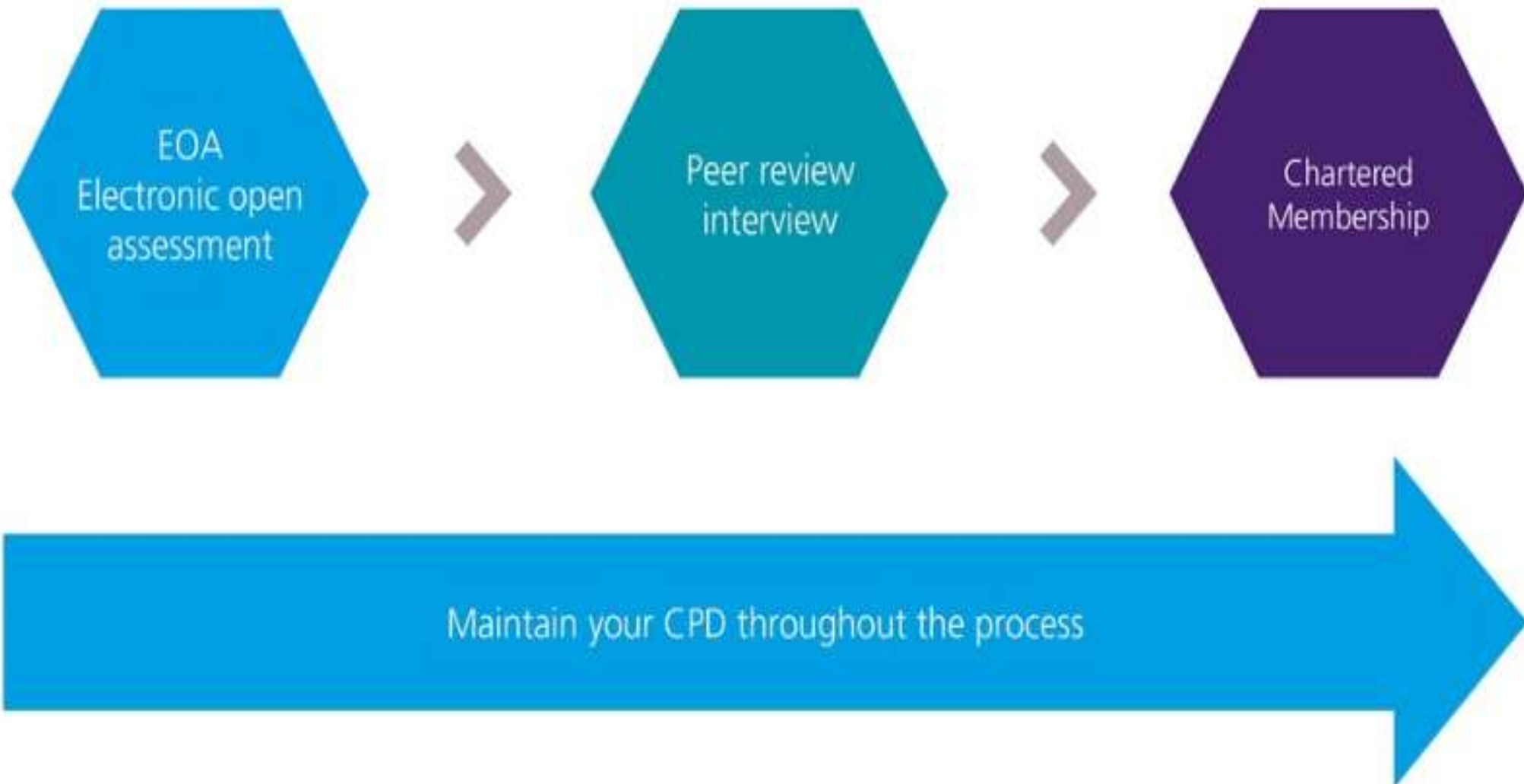
Activity	Description	Dates	Outcome	Evidence	Upload
1	Review current policies to identify if there are any shortfalls	March 2011	Reviewed policies and produced report	(1)Initial notes on current policies and report showing my findings	
2	Highlight to Manager policies identified as requiring development	March / April 2011	Communication and agreement with manager on making changes	(2)Email to my manager detailing the review I have carried out with a copy of my report showing my changes	

# IPD – Skill Development Portfolio (SDP)

Here are a few items for you to download to help you complete your SDP:

- [Criteria Summary](#)
- [Guide to the Skills Development Portfolio](#)
- [Deficiency codes](#)
- [Example of a reflective account](#)
- [Evidence and confidentiality issues](#)
- [FAQs -What happens once your criteria have been assessed and passed?](#)
- [How to change criteria](#)

# IPD - Electronic Open Assessment (EOA)



# IPD - Electronic Open Assessment (EOA)

- Review guideline applicable to the process and when ready book and pay your IPD **£160** fee and register for session dates.
- **9 'monthly'** sessions in any year.
- Each session is open for **14 days**.
- Open book assessment lasts for **2 years** and maximum of **four** attempts will be allowed

## Part A

- 48 multi-choice Qs,
- online computer exam in 3 hours (no longer) result,
- pass or fail instant results

If you pass **Part A** you can attempt **Part B**. If you fail **Part A**, you must re-register.

# IPD - Electronic Open Assessment (EOA)

**Part B** - you will have **7 days** to complete the exam which will start once you have passed part A.

## **Part B**

- 2 Qs (no choice),
  - two scenario-based questions
  - Subjected to more than one part of each question
  - 700 words count on each question
  - marked by an IOSH approved examiner.
  - Result in approx. 21 days.
- 
- If you fail Part B, **pays £95 fee** and re-register but you do not have to re-take Part A again

# IPD - Electronic Open Assessment (EOA)

Here are a few items for you to download to help you complete your EOA

- Electronic Open Assessment form
- Preparing for the Electronic Open Assessment
- Step-by-step guidance
- Description of action verbs
- Electronic Open Assessment syllabus
- Requirements and guidance
- What happens once you have passed the EOA

<https://iosh.com/membership/professional-development/ipd/route-2/>



# Initial Professional development

Your guide to the electronic open assessment syllabus



# IPD - Electronic Open Assessment (EOA)

**Electronic open  
assessment – step-by-  
step guidance**

# IPD – Peer Review Interview (PRI)

- Pay your fee **£95** fee for international venue and **£80** fee for UK IOSH Office.
- Get available dates from IOSH (and locations dependence on Covid-19) otherwise ZOOM interview.
- Interview is **1 hour** – usually 3 ‘peers’, all CMIOSH / CFIOSH volunteers. Interview requires you to do a presentation on overview of your career for **10 minutes**
- PR Questions from peers will cover a range of topics, some technical some relating to career and others to the requirements of a chartered member and the code of conduct etc.
- Outcome can be from the next day up to **21 days**. If unsuccessful you have to wait **12 months**.

# IPD – Peer Review Interview (PRI)

## Interview Venues

- Bristol
- Edinburgh
- Glasgow
- Leeds
- Leicester-IOSH HQ
- London
- Manchester
- Newcastle
- Sheffield
- Ireland (Dublin)
- **Middle East (Abu Dhabi, Dubai and Doha)**



**Virtual/Online interview via ZOOM**

# Moving from CMIOSH to CFIOSH

- Must be a chartered member for **5** years, **£50** fee applies
- Process is by way of a structured application
- A review of your portfolio/application before selection for interview.
- Interview lasts **1**hour & **10** mins presentation is optional.
- ‘The pinnacle of the profession’
- ‘Demonstrate outstanding dedication to the OHS profession’
- ‘Role models for other members’

# CPD and its part in your Journey

- You must record your CPD from **Tech** IOSH onwards.
- As a minimum CPD should consist of a development plan and a minimum of **6 activities** over a year
- Your CPD can be audited by IOSH at any time
- Your CPD will be audited if you apply for any category transfer. i.e. from affiliate to **Technical** and **Grad** IOSH.
- When you have completed your EOA & SDP before proceeding to peer interview.
- When you submit an application for chartered fellowship
- CPD at **affiliate grade** is discretionary, though there are very good reasons to establish a CPD record at the earliest opportunity!.

# IOSH Extras

Being an IOSH member brings a vast array of benefits and services that offer you continuous support in everything you do

- [Career Hub](#)
- [My CPD](#)
- [My IPD](#)
- [Your membership profile](#)
- [Competency framework](#)
- [IOSH Mentoring](#)
- [IOSH Extras](#)
- [Student Membership](#)
- [IOSH Benevolent Fund](#)
- [Member Directory](#)
- [IOSH Blueprint](#)
- [Committee mailer](#)
- [Corporate manual](#)
- [Volunteer portal](#)
- [Discussion forums](#)

# IOSH Career Hub.

The screenshot displays the IOSH Career Hub website. At the top, a navigation bar includes the IOSH logo, a user profile icon, and a search bar. Below this, a welcome message reads "Welcome Santosh". The main content area is divided into several sections: "LATEST NEWS" with an article titled "Why employers value international exper..." dated 17 Jun 2020; "GET IN TOUCH" with contact information for the IOSH Customer Service Centre (CSC@IOSH.com, +44 (0)115 257 3198); and "YOUR PROGRESS" showing activity levels for Learning Modules (0), Career Tools (19), Job Searches (0), and Jobs Viewed (0). A central grid of eight tiles offers various career-related topics: "STUDENT'S NEW PROFESSION...", "MID-CAREER", "LATE-CAREER", "RETIRED", "BUSINESS SKILLS", "SELF-DEVELOPMENT", "CAREER MANAGEMENT", and "JOB HUNTING". A search bar at the bottom is labeled "Search for e-learning content". The Windows taskbar at the very bottom shows the system time as 12:24 PM on 24/06/2020.

<https://iosh.com/my-iosh/careerhub/>

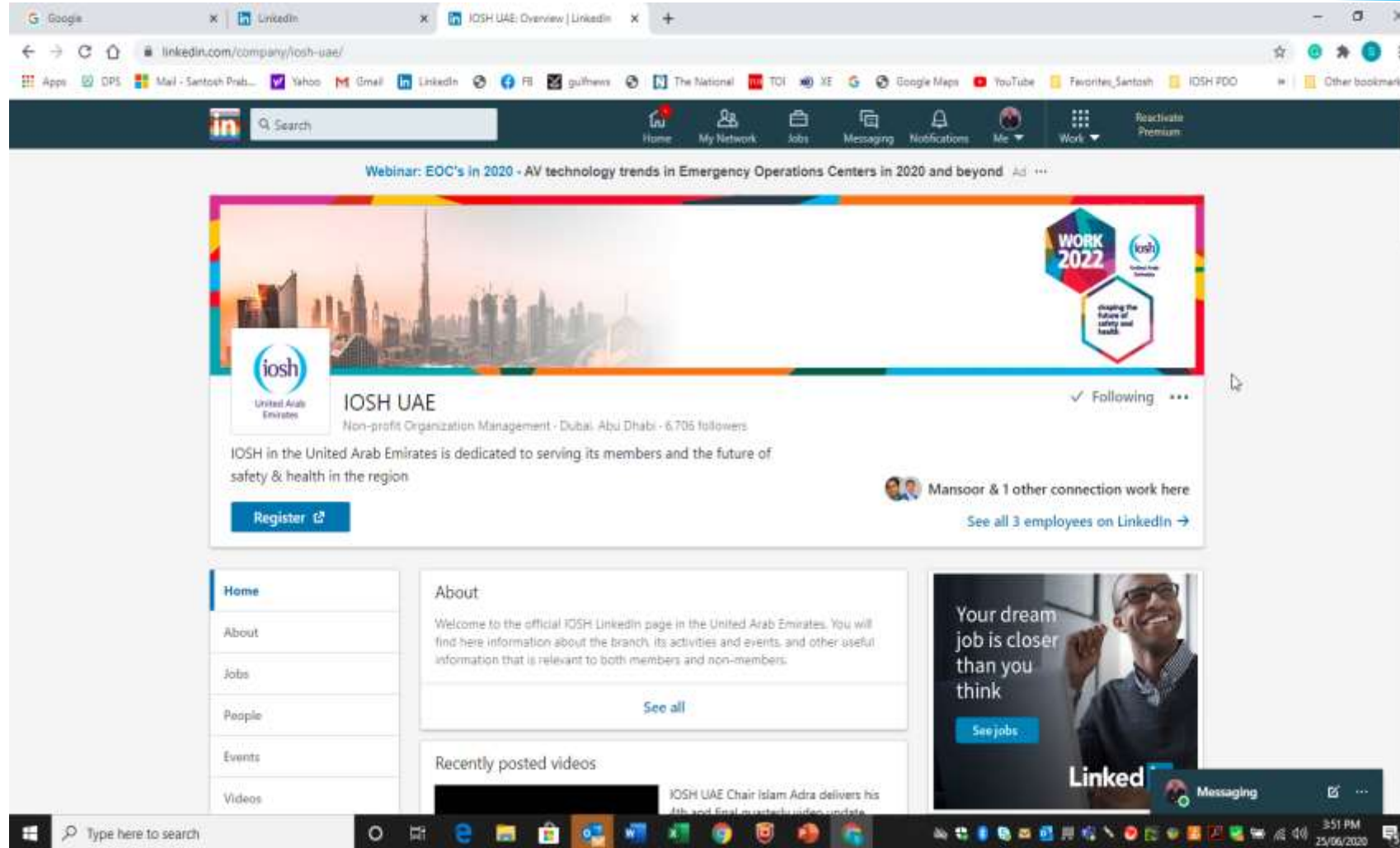


# IOSH Mentoring.



<https://iosh.com/my-iosh/iosh-mentoring/>

# IOSH UAE – LinkedIn page



The screenshot shows the LinkedIn profile page for IOSH UAE. The browser address bar displays <https://www.linkedin.com/company/iosh-uae/>. The page header includes navigation links for Home, My Network, Jobs, Messaging, Notifications, Me, and Work. A search bar is located on the left. The main content area features a banner for a webinar titled "Webinar: EOC's in 2020 - AV technology trends in Emergency Operations Centers in 2020 and beyond". Below the banner is the company profile for IOSH UAE, a Non-profit Organization Management in Dubai, Abu Dhabi, with 6,705 followers. The profile description states: "IOSH in the United Arab Emirates is dedicated to serving its members and the future of safety & health in the region." A "Register" button is visible. To the right, it indicates "Following" and shows a connection for Mansoor & 1 other connection who work here, with a link to "See all 3 employees on LinkedIn". The left sidebar contains navigation options: Home, About, Jobs, People, Events, and Videos. The "About" section includes a welcome message and a "See all" link. The "Recently posted videos" section shows a video titled "IOSH UAE Chair Islam Adra delivers his 4th and final quarterly video update". A "Your dream job is closer than you think" advertisement is also visible. The Windows taskbar at the bottom shows the time as 3:51 PM on 25/06/2020.

<https://www.linkedin.com/company/iosh-uae/>

# IOSH UAE – Have you started your journey of progression?

**Let us celebrate with IOSH UAE Branch Your astounding achievement in becoming a Chartered Member of IOSH**

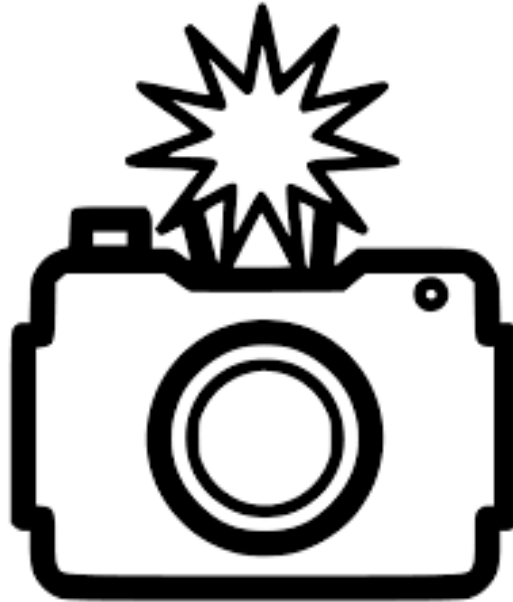
If you're a UAE Branch Member and newly awarded CMIOSH, then send a 50-60 sec quality video expressing your journey to Communication Coordinator ([Mohammed Faisal](#)); then we will publish it through our social media pages.



# Updates on Next PD events:

Nos.	Virtual Professional Development Events – IOSH UAE Branch.	Focus Member category	Presenters / Speakers	Event Month
1	Journey to Fellowship (CFIOSH)	CMIOSH	Mansoor - IOSH UAE	7 <sup>th</sup> August 2020
2	Your Journey with IOSH for aspirant HSE Professionals and Continual Professional Development (CPD) - Workshop	Entry levels / New members.	Vinoth -IOSH UAE	12 <sup>th</sup> Sept 2020

# UAE Branch PD event – Photo Let us we turn on our Cameras



# Q & A session

Any questions



**Contact:**

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**Thank You**