



**Board of Canadian Registered
Safety Professionals**

**Conseil Canadien Des Professionnels
En Sécurité Agréés**



**Board of Canadian Registered
Safety Professionals**

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En Sécurité Agréés**

BCRSP ANNUAL REPORT 2020

2020 Annual Report



A hand is shown holding a globe. The globe is composed of a grid of many small, square portraits of people from various ethnicities and ages, all smiling. The background is a soft, out-of-focus grey.

Mission

The Board of Canadian Registered Safety Professionals sets certification standards for the occupational health and safety profession.

Vision

Safe and healthy workplaces through certification.

Board of Canadian Registered Safety Professionals (BCRSP) Profile

Who We Are

On February 10, 1976, a newly designated Canadian Corporation was formed for the purpose of certifying qualified safety practitioners as Canadian Registered Safety Professionals (CRSP)®. With the appointment of the first Board of Governors, comprised of leading professionals from a cross-section of safety disciplines, the certification of safety professionals became a reality through this new organization. The CRSP® certification is now a widely accepted form of recognition by industry and government in Canada. Many employers require the CRSP® certification in order to qualify for a safety position. It also allows the BCRSP to ensure that the highest standards of excellence and professionalism are maintained at all times and by all certificants.

The CRST certification was introduced in 2018 to support the evolving needs of industry. The CRST certification process requires individuals to meet qualification standards, including education and experience requirements, pass the CRST Examination, and stay up to date through a continuous professional development process.

In 2005, the CRSP® certification scheme was granted accreditation to ISO/IEC 17024 (Personnel Certification Body) by the Standards Council of Canada and in 2021 the CRST certification scheme was granted accreditation to ISO/IEC 17024 (Personnel Certification Body) by the Standards Council of Canada. In 2008, the BCRSP was granted accreditation to ISO 9001 (Quality Management System) by BSI Management Systems.

We are at a critical time in the evolution of the BCRSP and the safety profession. The demand for OHS practitioners to support safe and healthy workplaces is growing, and as a result, the need for highly-qualified OHS practitioners to achieve these goals is paramount. The expectations of employers in today's world is changing, and with this comes an expectation of higher levels of education. The Global market is driving change, and the Canadian OHS professional must stay in step with advancing practice elsewhere.

Goals

Develop the capability of the OHS profession.	To be an advocate for the OHS profession to positively influence safety in the workplace and the community.	Develop a community of practice by leveraging relationships with stakeholders.	To ensure a sustainable and well-managed organization, with a focus on continuous improvement .
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Who We Reach

External Audiences Associations, government/regulators, employers and the HR community, OHS educators & students, general public.	Internal Audiences Certificants including volunteers, applicants & candidates.
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Letter from the Chair

David Johnston, CRSP, EP (Emeritus) | BCRSP Governing Board Chair, July 1 2020-June 30 2021



Dear Certificants,

I am honoured to have served as chair of the BCRSP over this past year. It has been one of the highlights of my OHS career, allowing me to contribute at such an important time in the evolution of the profession.

The BCRSP Governing Board utilizes a strategic plan to set goals for the organisation and develops plans to achieve them. These goals are organized around four strategic pillars. The four strategic pillars in the plan are:

Capability
Advocacy
Engagement, and
Operational Excellence.

The reports contained within this annual report highlight the activities and milestones achieved in 2020.

Governance

The BCRSP Governing Board is comprised of individuals who represent a cross-section of the occupational health and safety profession and the public. Governance is the processes and practices through which the BCRSP organizes to achieve its mandate. It is concerned with the structures and procedures for decision-making, accountability, control and codes of conduct. It is expressed through legislation, policies and by-laws, and informal norms. The goal of effective governance is an organization that achieves optimal performance and is accountable to the people it serves.

Our Values

Professionalism In All That We Do

We commit to our certificants and stakeholders to provide accountability for our decisions, excellence in our management system, integrity and respect in our interactions.

Passion For Our Profession

We are passionate about protecting people, property and environment.

Progressive Thinking And Superior Results

We strive to advance the body of knowledge, the competency of the profession, and the value our certificants bring to society. We are never satisfied with the status quo and know that opportunities for continuous improvement and innovation always exist.

At the 2020 AGM, we received questions regarding diversity at the BCRSP. The Board has received some guidance from a subject matter expert on diversity, equity, and inclusion or DEI. To date this includes a facilitated strategy workshop and two immersion sessions so that the board has the required background and knowledge of DEI in order to apply within the context of the BCRSP. The board is fully committed to making real and sustainable change in everything it does to ensure DEI is fully integrated in all that we do and continually improves. It is a complex subject, and we encourage certificants to contact us via email if you have suggestions or comments related to DEI.

I would like to thank the Governing Board for their passion and contributions at every meeting. Finally, I would like to acknowledge the many volunteers that support BCRSP. The strength of our certification schemes are rooted in the many committees and volunteers that devote their time, effort and passion to the organization. It has been an honour to have met many of you this past year and on behalf of the Board,

Thank You!

David Johnston, CRSP, EP (Emeritus) | BCRSP Governing Board Chair, July1 2020-June 30 2021

Focus: Engagement

The BCRSP does not exist in isolation; partnerships with key stakeholders are beneficial and positively impacts the ongoing development of the certification process, and may lead to increased certificant value.

International Relations

BCRSP continues to be active within the International Network of Safety and Health Professional Organisations (INSHPO) and was appointed as the INSHPO secretariat for two years commencing in January 2020. The BCRSP's representative on INSHPO is John Hollohan, CRSP who served as INSHPO's President Elect in 2020, and is serving as President in 2021.

BCRSP is an inaugural signatory to the Singapore Accord, which is a call to action for leading occupational health and safety (OHS) professional and practitioner organizations from around the world, supported by

2020 Volunteer of the Year Awards Recipient Jennifer MacFarlane, CRSP

The Board of Canadian Registered Safety Professionals (BCRSP) is pleased to announce Jennifer MacFarlane with Workplace Safety & Prevention Services as the BCRSP Volunteer of the Year for 2020. Jennifer MacFarlane has been a Canadian Registered Safety Professional since 1999 and is passionately committed to continual learning and collaboration. Her talents in these areas generate enthusiasm and engagement in everyone she works with, wherever she goes.

Beginning her studies in Engineering Technology, Jennifer received a Bursary Award for Women in Technology in 1994. This award is bestowed in memory of the women who were murdered and injured at École Polytechnique in 1989. Jennifer worked in the education and manufacturing sectors for several years and taught in post-secondary institutions for over a decade. She was recognized for her contributions to the latter with a Distinguished Associate Faculty Award at Conestoga College in 2004. She has obtained certificates in French Language from the University of Western Ontario; in Environmental Management and Technology from Sheridan College; in Risk Management from Wilfrid Laurier University; and in Business Communication from the University of Waterloo.

Since 2006, Jennifer has worked at Workplace Safety & Prevention Services, serving the health and safety needs of thousands of businesses in a variety of sectors. She started volunteering as an item writer with BCRSP in 2004. In 2005, she began a six-year assignment with the BCRSP Item Writing Committee. She began as Chair of the BCRSP Regional Screening Centre in 2008, serving until 2019. She currently serves on the Examination Committee. Congratulations Jennifer!

INSHPO, to commit to the Global Vision of Prevention through the adoption of a global framework for practice. The INSHPO Global Capability Framework has been an underpinning resource for the BCRSP in the development of the CRST certification scheme, and continues to be utilized by the Accreditation Task Force as a resource to inform the accreditation framework.

Recognition Awards

The BCRSP recognition awards at the 2020 Annual General Meeting was awarded to Erin Oliver, CRSP in the individual category. In 2020 there was no recipient in the organizational category.

The BCRSP's Volunteer of the Year was recognized in print and online and the 2020 recipient was Jennifer MacFarlane, CRSP. The recipient, Jennifer MacFarlane, CRSP was recognized for her significant contributions to BCRSP since 2004.

Stakeholder Satisfaction & Engagement

In 2020, the Certificant Satisfaction Survey was issued, and the survey results were presented to the Governing Board. BCRSP held two town hall meetings for certificants to keep them informed.

Community Initiatives

The BCRSP continued its support of Minerva Canada in 2020, and Robin Angel served as the BCRSP representative on the Minerva Canada Board.

Also in 2020, BCRSP continued to support the Threads of Life/BCRSP scholarship program which awarded four (4) x \$2500 national scholarships available to Threads of Life family members who are students enrolled, either full-time or part-time, in a college or university program. The national scholarship recognizes academic achievement, community involvement, and need. The 2020 recipients were:

Heather Baker, New Brunswick

Carlie Gerber, Ontario

Shay-Lee Jackson, Manitoba

April McCarthy, Newfoundland

Volunteers

Over 300 volunteers serve on BCRSP committees and task forces and we would not be able to operate without their support.

Focus: Capability

To achieve success, the BCRSP needs to focus on strengthening certification standards and supporting the development of OHS college/university program accreditation. The key initiatives in this area include:

Accreditation of OHS Post-Secondary Programs

One activity that BCRSP believes will be a catalyst for change is the development of an accreditation standard for college/university academic programs.

Accreditation is the act of granting credit or recognition, especially to an educational institution that maintains suitable standards.

In the long term, BCRSP believes that an accreditation standard will help influencing consistent outcomes in OHS education in the University and College system.

To this end, we have been working in consultation with CSSE on the development of an accreditation process to accredit post-secondary occupational health and safety programs. The BCRSP has allocated resources for an accreditation consultant to support the development of this standard and supporting processes. Watch for updates on this throughout 2021.

Certification Standards

Core to what we do as a certification board, the examination committees include the CRSP Examination Committee, the CRST Examination Committee, the Item Writing Committee, and the Item Bank Maintenance Committee.

For the CRSP Certification, 430 examination candidates tested resulting in 181 successful candidates. The June 2020 CRSP examination was cancelled due to the pandemic, we would not have been able to have sufficient capacity at test centres for candidates to test due to ongoing closures.

The June 2020 Examination was the only examination affected, and BCRSP Examinations were designated as Essential

Accreditation and the Audit Process

As the CRSP® Certification scheme is accredited to ISO/IEC 17024 (Personnel Certification Body) by the Standards Council of Canada, and certified to ISO 9001 (Quality Management System) by BSI Management Systems, the BCRSP certification processes are subject to both external and internal audit requirements.

In 2020, an external audit was conducted on March 9 by BSI to the ISO 9001 standard, and on May 14 (virtually) by the Standards Council of Canada to the ISO/IEC 17024 standard. There were no non-conformities identified during either audit.

The BCRSP also has an internal audit process, and the Internal Audit Committee establishes the internal audit plan, conducts the internal audit at the BCRSP office, assesses the management system conformity with ISO 9001 and ISO 17024, determines if the management system is being implemented and maintained, and determines if external and internal audit findings are being actioned and completed according to the action plan submitted to the Governing Board. In 2020 the Internal Audit was conducted virtually July 6-7. There were no non-conformities identified during the internal audit and found that a suitable, adequate and effective management system is in place.

Service Provider exams by Pearson VUE which meant that testing could continue at select test centres in Canada even during periods of greater lockdown.

- For the CRST certification, 230 examination candidates tested resulting in 90 successful candidates receiving their CRST certification in 2020.
- The item bank remains under constant review and at the end of 2020 there were:
 - 64 new CRST Item Bank Questions
 - 273 new CRSP Item Bank Questions
 - 2344 items in total in the CRSP item bank
 - 1524 in the CRST item bank

BCRSP hosted an item writing workshop for certificants virtually that enabled certificants to contribute to the examination development process, and receive CPD points for submission of questions accepted into the bank

The Equivalency Module Program for CRSPs who do not meet the new education eligibility requirement continues with 62% of CRSPs requiring to do so having completed the modules.

Focus: Advocacy

The BCRSP has a role in advocating for the OHS profession to positively influence safety in workplaces and the community. The BCRSP's government relations advocacy efforts are supported by Temple Scott Associates, a Government Relations firm based out of Ottawa, Ontario.

Advocacy & Stakeholder Relations

We continue to promote discussions with government and other stakeholders on title protection for the safety profession. When we are provided the opportunity to make the case for title protection to politicians, government officials, and business leaders, the discussion has always ended in agreement that what is being proposed makes sense. Simultaneously, we continued to build on strengthening our relationships with other like-minded organizations, notably the Canadian Society of Safety Engineering (CSSE), Women in Occupational Health and Safety Society (WOHSS), Canadian Registration Board Occupational Hygienists (CRBOH), Alberta Society of Health and Safety Professionals (ASHSP), Conference Board of Canada, Minerva Canada, and the International Network of Safety and Health Professional Organizations (INSHPO) to name some.

Through continued dialogue the safety profession will speak with one voice and achieve greater credibility with our stakeholders.

In addition, fundamental to this work is having evidence-based research to support the advocacy effort. BCRSP believes there is a need for there to be research into measuring the effectiveness of OHS practice. This will of course be very difficult to measure. Initially we are focused on developing case study examples and welcome all certificants to contact us if you have a success story to tell about your organization. We are also looking at more formalized approach to research and identifying potential research partners.

National Framework

In 2018, a collaboration with CSSE generated the development of a National Framework intended to conceptualize a model of collaboration amongst professional bodies that will help ensure a consistent application of a national standard as regulatory efforts develop in each province and territory. This framework, called the National Framework, is a system of organization intended to foster communication and linkages among organizations, and to minimize administrative and other process duplication to realize a resource effective business model. We continue to use the National Framework to inform our work.

Focus: Operational Excellence

The BCRSP relies on the integrity of the certification process to achieve ongoing success. The BCRSP ensures a sustainable and well-managed organization by focusing on continuous improvement efforts and reinvestment in the organization.

Finances

We are reporting an excess of revenue over expenses in 2020. As you can understand, the pandemic has restricted activity on a number of fronts that have resulted in reduced expenditures for the BCRSP. Some examples are:

- Reduction in expenses related to travel for committees and the board
- Reduction in expenses related under communications which is related to the decrease in tradeshow and presentation activities in 2020
- Reduction in expenses in relation to supporting organizational membership activities (e.g. travel for INSHPO meetings, ICE Conference, etc.)

The website expenditures are related to our planned website refresh and the contracted fees for development were payable in 2020. The new site will be launched soon so please watch for that change.

The 2020 Auditor's Report and Financial Statement are presented starting on page 15.

At each Board meeting, the Finance and Constitution Committee reviews financial statements with the Governing Board, led by the Secretary-Treasurer, in support of the Board's fiduciary responsibilities.

Letter from the Executive Director

Nicola J. Wright, CAE



Dear Certificants,

2020 was another busy year for the BCRSP and we continued to promote the value and importance of certification for the OHS profession.

I would like to start by highlighting the efforts of the office team in 2020. With the whole team working virtually for most of the year, we discovered new technology, and adapted solutions in order to maintain service to certificants. Thank you to Sunipa, Alastair, Carly, Jason, Stuart T., Stuart M., and Leslie for the great work that you continue to do. I would also like to thank current and past Governors and all BCRSP volunteers for their commitment and dedication.

The plans we had for presentations, tradeshow attendance and connect events were cancelled or shifted to a virtual format in 2020. The June CRSP Examination administration was not able to proceed due to the unavailability of testing centre locations.

Committee activities and meetings have all been conducted virtually since March of 2020. This is not without its challenges as many of the exam related committee activities benefit from the engagement that face to face provides, however, we worked with Yardstick Assessment Strategies to ensure our virtual meetings were as productive as face to face.

For those volunteers that have participated in multi-day meetings online for BCRSP, thank you. For those who have gotten up early or stayed late due to the time zone variables to participate in meetings, thank you. For those volunteers who have juggled their family, their work, and their BCRSP volunteer activities from the desk in the basement of their home, thank you. These times require flexibility, understanding, and patience. I appreciate all that you do, and BCRSP would not be able to continue without the ongoing support of our volunteers.

In 2020 we did see a slight decrease in applications since March, in part due to the difficulty of obtaining the documentation requirements, however, we have seen this pick up again towards the end of 2020 and into 2021.

We still have work to do to promote recognition of the BCRSP certifications, to advance the conversation on accreditation of OHS post-secondary programs, and to connect more effectively with employers, and other stakeholders.

The following pages provide a brief overview of some of the activities that the BCRSP office team and the BCRSP committees have achieved in 2020.

I am honoured to serve as your Executive Director and look forward with anticipation on the year ahead. If you have any questions, or comments, please don't hesitate to connect with me.

A handwritten signature in black ink that reads "Nicola Wright". The signature is written in a cursive, flowing style.

Nicola J. Wright, CAE | BCRSP Executive Director

2020 In Review

Continuous Professional Development

978 certificants were due for submission

95% of submissions were received and approved

55 certifications revoked

978 certificants, except for those certified after 2019 and non-practicing certificants, whose registration numbers ended in either 8 or 3, were required to submit for their continuous professional development (CPD) cycle. 55 individuals had their CRSP® certification revoked for failure to comply with the mandatory CPD requirements. The CPD also approved two ethics course providers in 2020.

CRSP Examination

430 examination candidates with 181 successful candidates (including reinstatements)

Item Development

273 new items added to the CRSP Item Bank and 64 new items added to the CRST Item Bank

2344 items in total in the CRSP item bank and 1524 items in the CRST item bank

CRST Examination

230 examinations written resulting in 90 CRST certifications granted

Professional Conduct & Discipline

In 2020 in total, **5** professional conduct cases were reviewed.

- 5 cases closed
- No cases referred to discipline

Nominations & Leadership Development

In 2020, the BCRSP received **30** Expressions of Interest (EOI) for the position of Governor

The committee presented a slate of candidate names consisting of new or returning Governors for their approval and had the approved names placed on a ballot for certificants to vote at the 2020 Annual General Meeting (AGM).

Qualifications Review

Statistical Report as of December 31 2020	CRSP	CRST
Active certifications	5759	144
Certifications approved since last AGM	179	90
Applicants eligible to write the examination	407	261
Total # of applications received in 2020	390	215

Communications

In 2020, BCRSP actively promoted the certifications and its certificants through:

- Participation in 1 in person tradeshow
- Hosted two town hall webinars for certificants
- Hosted two webinars on the continuous professional development process
- Delivered several presentations to industry or employer groups, as well as OHS post-secondary program students
- Advertised BCRSP certifications in industry publications
- Issued 14 press releases
- Published BCRSP Report (email newsletter)
- Profiled 11 certificants in the CRSP&Proud or CRST&Proud Social Media Campaign

SOCIAL MEDIA 2020

FACEBOOK



Facebook

Increase of Facebook likes by 22%.

33% increase in individuals talking about BCRSP posts on social media.

INSTAGRAM



Instagram 2020

Profile reach increased by 60% and followers increased by 31% in 2020.

BCRSP has been more active on Instagram with the #CRSP&Proud and #CRST&Proud Campaign

LINKEDIN



LinkedIn 2020

Increase of 22% of impressions over 2019.

LinkedIn accounted for the most engagement growth, with 27953 new actions, and had the biggest change in engagement of 1556.97%.

TWITTER



Twitter 2020

13% increase in followers on twitter

2020 Auditor's Report and Financial Statement



**The Board of Canadian Registered Safety
Professionals**

Financial Statements

December 31, 2020

The Board of Canadian Registered Safety Professionals

December 31, 2020

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CHARTERED PROFESSIONAL ACCOUNTANTS

2700 Argentia Rd., Unit 2 · Mississauga, Ontario L5N 5V4 · Telephone (905) 826-7711 · Facsimile (905) 826-7714 · www.RandC.ca

Independent Auditors' Report

To the members

The Board of Canadian Registered Safety Professionals

Opinion

We have audited the financial statements of The Board of Canadian Registered Safety Professionals, which comprise the statement of financial position as at December 31, 2020, and the statements of operations and operating fund balance, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of The Board of Canadian Registered Safety Professionals as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not for profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the Canadian accounting standards for not for profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing these financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



CHARTERED PROFESSIONAL ACCOUNTANTS

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Independent Auditors' Report

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

R & C Chartered Professional Accountants

Mississauga, Ontario
May 14, 2021

Chartered Professional Accountants
Licensed Public Accountants

The Board of Canadian Registered Safety Professionals
Statement of Financial Position
December 31, 2020

	2020 \$	2019 \$
Assets		
Current Assets		
Cash	1,591,921	1,107,865
Short term investments (note 2)	1,428,974	1,411,932
Accounts receivable	40,417	-
Prepaid expenses	107,193	65,355
Total Assets	3,168,505	2,585,152
Liabilities and Operating fund balance		
Current Liabilities		
Accounts payable and accrued liabilities	238,650	49,224
Government remittances	8,945	22,063
Deferred revenue	734,890	645,000
Total Liabilities	982,485	716,287
Operating fund balance	2,186,020	1,868,865
Total Liabilities and Operating fund balance	3,168,505	2,585,152

Approved on Behalf of the Board



The Board of Canadian Registered Safety Professionals
Statement of Operations and Operating Fund Balance
For the Year Ended December 31, 2020

	2020	2019
	\$	\$
Revenue		
Annual dues	1,421,252	1,320,654
New application fees	235,775	242,725
Product sales and other revenue	56,150	83,450
Examination fees	35,446	40,780
Interest income	18,111	29,321
Total revenue	1,766,734	1,716,930
Operating expenses		
Accreditation	18,684	26,797
Application processing	74,984	74,847
Bank charges	48,060	46,315
Communications	179,388	339,035
Credential Management System	81,255	175,885
Delivery, freight, and postage	8,469	10,843
Donations	50,000	25,000
Examinations	268,489	274,549
Insurance	3,276	3,276
Management fees	544,869	518,922
Meetings	36,553	92,724
Memberships	17,550	51,870
Office expenses	3,323	6,074
Printing	7,516	13,300
Product purchases	7,468	11,672
Professional fees	15,802	24,377
Rent	10,000	10,000
Special Events	-	47,055
Study Guides	2,479	1,919
Travel	23,127	96,404
Website	48,287	7,389
Total operating expenses	1,449,579	1,858,253
Excess (deficiency) of revenues over expenditures	317,155	(141,323)
Operating fund, beginning of year	1,868,865	2,010,188
Operating fund, end of year	2,186,020	1,868,865

See Accompanying Notes

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The Board of Canadian Registered Safety Professionals
Statement of Cash Flows
For the Year Ended December 31, 2020

	2020 \$	2019 \$
Operating Activities		
Excess (deficiency) of revenues over expenditures	317,155	(141,323)
	317,155	(141,323)
Change in non-cash operating working capital		
Accounts receivable	(40,417)	-
Prepaid expenses	(41,838)	(27,004)
Accounts payable and accrued liabilities	189,426	(7,291)
Government remittances	(13,118)	27,297
Deferred revenue	89,890	124,949
	501,098	(23,372)
Investing Activities		
Short term investments	(17,042)	(28,770)
Increase (decrease) in cash	484,056	(52,142)
Cash, beginning of year	1,107,865	1,160,007
Cash, end of year	1,591,921	1,107,865

See Accompanying Notes

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The Board of Canadian Registered Safety Professionals
Notes to Financial Statements
December 31, 2020

Nature of Business

The purpose of The Board of Canadian Registered Safety Professionals is to promote and enhance, nationally and internationally, the health and safety profession. It is a non-share capital corporation, incorporated under the laws of Canada, to be carried on without the purpose of gain for its members and any profits or other accretions to the organization must be used in promoting its objects. As a result of its not-for-profit status, the organization is exempt from income tax under certain provisions of the Income Tax Act.

1. Significant accounting policies

(a) Basis of accounting

The financial statements have been prepared in accordance with Canadian accounting standards for not for profit organizations.

(b) Revenue recognition

- i) Annual dues are set annually by the Board of Directors and are recognized as revenue proportionately over the fiscal year to which they relate.
- ii) New application fees, product sales and other revenue are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.
- iii) Re-examination fees are recognized as revenue when received and the examination has occurred.
- iv) Interest income is earned from guaranteed investment certificates and recognized as revenue on an accrual basis.

(c) Use of estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Actual results could differ from those estimates.

On March 11, 2020, the COVID-19 outbreak was declared a pandemic by the World Health Organization causing a significant adverse effect on the global and Canadian economies. The full economic impact the pandemic will have on the organization remains uncertain.

The Board of Canadian Registered Safety Professionals
Notes to Financial Statements
December 31, 2020

1. Significant accounting policies (continued)

(d) Investments

The investments consist of short-term deposits which are redeemable on demand and are carried at the current market value.

(e) Deferred revenue

All membership dues received in the current year for a subsequent year's operations are recorded as deferred revenue and will be accounted for as income in the year to which they pertain.

(f) Contributions and services

Due to the difficulties in determining their fair value, contributions and services to the organization are not recognized in these financial statements.

(g) Financial instruments

The company recognizes and measures financial assets and financial liabilities on the balance sheet when it becomes a party to the contractual provisions of a financial instrument. All transactions related to the financial instrument are recorded on a trade date or settlement basis. All financial instruments are measured at fair value on initial recognition. The company subsequently measures its financial assets and financial liabilities at cost or amortized cost. Changes in the fair value of these financial instruments are recorded in net income.

The company classifies its financial instruments as follows:

- Financial assets measured at cost include cash, accounts receivable and short term investments.
- Financial liabilities measured at cost include accounts payable and accrued liabilities and deferred revenue.

(h) Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

The Board of Canadian Registered Safety Professionals
Notes to Financial Statements
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2. Short term investments

Short term investments of \$1,428,974 (2019 - \$1,411,932) consist of redeemable GIC's with variable interest rates that mature within the 2021 fiscal year.

3. Financial instruments

The significant financial risks to which the organization is exposed to is liquidity risk, which is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to liquidity risk arising from its liabilities. The organization's ability to meet obligations depends on the receipt of funds in the form of revenue or advances.

4. Capital disclosures

In managing capital, the Association focuses on liquid resources available for operations. Its objective is to have sufficient liquid resources to continue operating in accordance with the mission despite adverse financial events and to provide it with the flexibility to take advantage of opportunities. The need for sufficient liquid resources is considered in the preparation of an annual budget, the monitoring of cash flows, the comparison of actual operating results to budget and ensuring adherence with the approved investment policy.

There have not been any changes to the Association's capital management strategy during the year.

5. Comparative figures

Certain comparative figures have been reclassified to conform to the current year presentation.

Governing Board

The following individuals served on the BCRSP Governing Board from July 1, 2019 to June 30, 2020:

Officers

Chair: Monica A Szabo, CRSP, Port Colborne, ON

Vice Chair: David S. Johnston, CRSP, Toronto Hydro Electric System, Toronto, ON

Past Chair: Kevin J. Dawson, MBA, P.Eng., CRSP, Omnius Consulting, Halifax, NS

Secretary-Treasurer: Robin Angel, BSC, MSc, CRSP, Regional Director Occupational Health and Safety Division, Nova Scotia Department of Labour and Advanced Education, Halifax, NS

Governors

Paul Belair, MBA, BAsC, CRSP, CHSC, Director, Corporate HS&E, Ledcor, Edmonton, AB

Tehzin Chadwick, MHSc, CRSP, CIH, ROH, Sr Director, Global Environmental Health and Safety (EHS) Compliance, Sysco Corporation, Etobicoke, ON

Mark Fernandes, CRSP, General Manager, Intertek Ltd., Edmonton, AB

David Larson, CSP, CFPS, ARM, CRSP, Senior Vice President, National Risk Control Director, McGriff, USA

Marianne Matichuk, CRSP, CHSC, COHS, CNM, Consultant, M. Matichuk & Associates, Sudbury, ON

Dave Rebbitt, MBA, CRSP, CHSC, CET, CD, Consultant, Rarebit Consulting, Calgary, AB

Peter Sturm, CRSP, Sturm Consulting, Coldwater, ON

Public Member: Sandra Stephens, LLB, VP and Chief Compliance Officer, Alterna Savings, Alterna Bank, Toronto, ON

The following individuals served on the BCRSP Governing Board from July 1, 2020 to June 30, 2021:

Officers

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Vice Chair: Robin Angel, BSC, MSc, CRSP, Regional Director Occupational Health and Safety Division, Nova Scotia Department of Labour and Advanced Education, Halifax, NS

Past Chair: Monica A Szabo, CRSP, Szabo Safety & Operations Services, Port Colborne, ON

Secretary-Treasurer: David Larson, CSP, CFPS, ARM, CRSP, Senior Vice President, National Risk Control Director, McGriff, USA

Governors

Stephanie Benay, CRSP, Director System Safety and Assurance, BC Hydro, Burnaby, BC

Paul Belair, MBA, BAsC, CRSP, CHSC, Director, Corporate HS&E, Ledcor, Edmonton, AB

Tehzin Chadwick, MHSc, CRSP, CIH, ROH, Director, EHS, International Foodservice - Americas, Sysco Corporation, Etobicoke, ON

Mark Fernandes, CRSP, General Manager, Intertek Ltd., Edmonton, AB

Marianne Matichuk, CRSP, CHSC, COHS, CNM, Consultant, M. Matichuk & Associates, Sudbury, ON

Dave Rebbitt, MBA, CRSP, CHSC, CET, CD, Consultant, Rarebit Consulting, Calgary, AB

Will Rowan, CRST, EHS Advisor, Aecon Group Inc. Calgary, Alberta

Peter Sturm, CRSP, Sturm Consulting, Coldwater, Ontario (resigned February 2021)

Public Member: Sandra Stephens, LLB, VP and Chief Compliance Officer, Alterna Savings, Alterna Bank, Toronto, ON



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