



System Safety Society MEMBERSHIP APPLICATION FORM

INSTRUCTIONS FOR MEMBERSHIP APPLICATION FORM: The System Safety Society Constitution and By Laws establish three **professional membership grades** and four **administrative categories**. The following three pages provide the necessary guidelines, checklists and forms for new or current Society members to submit the necessary data to apply for membership in the System Safety Society or apply for reclassification/upgrading. Since the required fees and extent of data will vary with the specific grade or category selected by the applicant, a careful study of the entire form is essential prior to completion and submittal.

Step 1: Select Grade or Category: A summary of the various individual grades and categories is provided below to assist in determining which grade or category should be selected, as eligibility is based on current qualification status. The qualifying points referred to below are defined in the checklists described on subsequent pages of this form.

CRITERIA FOR PROFESSIONAL MEMBERSHIP GRADES

MEMBER: One qualified by a combination of education, experience, and contributing achievement to perform effectively in at least one of the System Safety function areas as defined on the application form.

SENIOR MEMBER: One who can demonstrate a high level of professional competence through educational, experience, and professional achievement areas. Normally, at least six (6) years of qualifying experience are required in three (3) of the six System Safety functional areas. In addition, evidence is required demonstrating significant achievement in the System Safety field, which has contributed to the professional development of the applicant. **Must have been a Member for four years.**

FELLOW MEMBER: To qualify for the highest grade of professional recognition that may be granted by the Society, the applicant must demonstrate (in addition to qualifying for the Senior Member grade) outstanding contributions to the Society and the System Safety profession. **Must have been a Senior Member for five years.**

CRITERIA FOR QUALIFYING POINTS

Minimum of **6 points** combined from the Educational, Experience, and Contributing Achievement Factors.

Minimum of 35 points, of which at least 12 points must be from the combined Educational, Experience, and Contributing Achievement areas, and at least 10 points from the Professional Achievement area.

Minimum of five (5) years of Society Senior Membership; minimum of 70 points, with at least 35 points qualifying under the Senior Member criteria and the additional 35 points from the Contributing Achievement Factors.

CRITERIA FOR ADMINISTRATIVE CATEGORIES

AFFILIATE: An applicant who is currently unable to qualify for the Student or a Professional Member grade, or one who elects to remain in this category by choice or default (i.e., fails to submit a properly completed reclassification form).

STUDENT: An individual enrolled as a full-time student working toward a degree at an accredited college or university in a field related to System Safety activities. To qualify, a current copy of the student's course schedule and statement of professional goals must accompany this application and each subsequent annual dues payment involving the reduced Student dues.

The other two individual membership categories, **Emeritus** and **Honorary**, are not selected by means of this form, but by administrative action of the Society, when appropriate.

Step 2: Complete Form/Checklists: For those applying for a Professional Membership grade, both pages of the Application Form and the Qualification Evaluation Checklist (with necessary supporting documentation to verify claimed points) must be completed. For those applying for an administrative category, only the first page of the Application Form need be completed.

Step 3: Determine Fees: When applying for membership for the first time, a one-time application processing fee of \$20.00 (\$10.00 for students) is required for all members, plus:

Student	\$35.00
Member, Affiliate, U.S.A., Canada, Mexico	\$65.00
Other	\$75.00

When required, a non-refundable Reclassification Fee must be submitted with the completed Application Form. This fee is based on the Grade being requested:

Student, Affiliate	No fee required
Member	\$5.00 – each submittal
Senior Member	\$35.00 – initial submittal
Fellow Member	\$45.00 – initial submittal

These fees are needed to help defray added administrative costs involved with the reclassification process and preparation of membership rosters. For those applying for either the Senior or Fellow Member grade, the reclassification fee includes a special membership plaque. Should the initial submittal be found invalid for the requested grade, the next highest acceptable grade or category will be assigned; any subsequent submittal for upgrading to the initially requested grade requires only a \$10 re-submittal fee.

Step 4: Submit Forms and Payment: All fees owed must be paid in U.S. dollars by check, credit card or money order, made payable to the System Safety Society. Applications received without appropriate fees may be returned. Send completed application and necessary supplemental data with payment to: **SYSTEM SAFETY SOCIETY**, P.O. Box 70, Unionville, VA 22567-0070.



SYSTEM SAFETY SOCIETY

Professionals Dedicated to the Safety of Systems, Products & Services

Organized 1962
Incorporated 1973

SYSTEM SAFETY SOCIETY

P.O. Box 70
Unionville, VA 22567-0070

MEMBERSHIP APPLICATION FORM

SPONSOR INFORMATION	
Name:	
Address:	
City/State/Zip:	Country:

Please fill in all information (except where marked "For Society Use Only") and mail completed form to the address shown above

FOR SOCIETY USE ONLY	
Member No.:	Date:
MC Review/Date:	PDC Review/Date:
Fees Paid:	Dues Paid:

SUBMITTED AS: **Initial Application** **Reinstatement** **Reclassification**

NAME	Last: _____ First: _____ M.I.: _____	Year of Birth: _____	
	Email address: _____		<input type="checkbox"/> MR. <input type="checkbox"/> DR. <input type="checkbox"/> MRS. <input type="checkbox"/> MS. <input type="checkbox"/> OTHER
GRADE REQUEST (Select One)	<input type="checkbox"/> Affiliate <input type="checkbox"/> Student (Complete THIS PAGE only)	<input type="checkbox"/> Member <input type="checkbox"/> Senior Member <input type="checkbox"/> Fellow (Complete NEXT PAGE also, and submit checklists and supporting data)	
RESIDENCE ADDRESS <input type="checkbox"/> Send mail here	Number and Street _____		Apt. No: _____ Res. Tel: _____
	City _____	State _____ Zip Code _____	Country _____
BUSINESS ADDRESS <input type="checkbox"/> Send mail here	Company / Agency _____		Bus. Tel: _____
	Street / PO Box _____		
	State _____	Zip Code _____ Country _____	

Other Professional Societies and Organizations			Professional Certification/Registration Held			
Name	Grade	Year Joined	Issued by	Specialty	Date Issued	

University or College Attended (Name and Location)	Mo. & Year From	To	Major	Minor	Degree	Date

Briefly describe your current job title/position and related activities:

• If applying for student grade, attach description and verification of current academic status.

I WOULD BE WILLING TO SERVE ON CHAPTER/SOCIETY ACTIVITIES AS CHECKED BELOW:

<input type="checkbox"/> Local Chapter Officer/Committee	<input type="checkbox"/> Education Committee	<input type="checkbox"/> Conference/Seminars
<input type="checkbox"/> Local Chapter Formation	<input type="checkbox"/> Professional Development	<input type="checkbox"/> Publications

Yes, send me Society Pin/TieTac. Enclosed find:

Names and Complete Addresses of 5 Prospective Members

\$5.00 Added to Attached Payment

CREDIT CARD, CHECK or MONEY ORDER to cover all applicable DUES & FEES must accompany this application.

I hereby submit this application and supporting documentation, which is correct to the best of my knowledge and belief, for evaluation by the System Safety Society. I understand I may not initially be accepted into the specific grade requested, but will have the opportunity to resubmit whenever desired. Upon acceptance, I agree to support the activities and objectives of the Society to the best of my ability.

SIGNATURE OF APPLICANT: _____

Complete this page when applying for a Professional Membership Grade

(Member — Senior Member — Fellow Member)

QUALIFYING EXPERIENCE IN THE VARIOUS SYSTEM SAFETY FUNCTIONAL AREAS

Indicate number of years of full-time and part-time (more than 50%) of your professional experience claimed in each of the following areas (attach supplemental sheets and back-up data as necessary):

System Safety Functional Areas	Total Years of Experience		Employer (name & address)	Your Title/Function	From/To Dates
	Full-Time	Part-Time			
SYSTEM SAFETY MANAGEMENT Pertains to the definition and/or implementation of system safety programs for complex projects.					
SYSTEM SAFETY ANALYSIS The process of conducting studies, investigations, evaluations, explorations, reviews, audits, tests and assessments to identify hazards and recommend remedial measures for their elimination or control.					
SYSTEM SAFETY DESIGN Pertains to the establishment of safety design criteria and requirements for products, systems, sub-systems and components, and for their development, manufacture, test and use.					
SYSTEM SAFETY RESEARCH The systematic pursuit of advances in system safety basic knowledge and technology.					
SYSTEM SAFETY OPERATIONS Involves the evaluation of operational facility utilization for hazard reduction within the operational environment.					
MISHAP INVESTIGATION Concerns the investigation of mishaps and the gathering and analysis of data and information on mishaps to determine causes and corrective actions.					

- I am applying for Senior Member (I have been a Member for 4 years).
- I am applying for Fellow Member (I have been a Senior Member for 5 years).

Professional references who can verify the above information:

Name	Address	Telephone

COMPLETE THIS PAGE ONLY IF APPLYING FOR MEMBER, SENIOR MEMBER OR FELLOW CLASSIFICATION

For those making application for reclassification into a professional membership grade, the checklists provided must be submitted together with supporting documentation and your completed application form. Study the criteria below to determine the grade for which you qualify and wish to apply. Next, review the checklist and the factors for which you qualify. In the "Points Claimed" blanks in column two, indicate the number of points you are claiming for each factor you have selected. Do not mark in the third column, as this is reserved for the reviewer's use only.

SUPPORTING DOCUMENT GUIDELINES: It is the applicant's responsibility to submit all necessary supporting documentation on factors claimed for points. In general, such documentation must be sufficient to provide the reviewing committee a clear basis for evaluating how many points, if any, should be awarded for each factor selected. Where data is not included as part of the application form, attachments must be provided and clearly keyed as:

EDUCATIONAL FACTORS: Copies of transcripts, diplomas or certificates you have earned.

EXPERIENCE FACTORS: Full description of functional responsibilities for each qualifying position held, including employer, immediate supervisor, and dates of employment. Copies of applicant's official job descriptions should be submitted when available.

ACHIEVEMENT AREAS: Full description of each claimed factor, with copies of supporting certificates, programs, copies of journal extracts covering papers presented; letterheads, business cards, and newsletters. Letters from employers or committee chairpeople that verify professional services claimed, etc. Failure to provide sufficient documentation may result in being denied claimed points. Be sure each claimed factor is backed up with a suitable reference or verification.

EDUCATIONAL FACTORS	Points:	Max. Allowed	Claimed	Awarded
1) Doctorate degree in Engineering, an applied science or system safety		6*		
2) Master's degree in Engineering, an applied science or system safety		5*		
3) Bachelor's degree in Engineering, an applied science or system safety		4*		
4) Associate degree in an applied science or technology field		2*		
5) A degree in a non-technical area		3**		
6) College-level educational units not resulting in a degree		3**		
7) Completion of non-credit courses in system safety related areas		3**		
* Credit allowed only for highest degree attained.				
** Credit based on evaluation of contribution of applicant's professional development in relation to that afforded by a degree.				
		Totals:		
EXPERIENCE FACTORS				
1) Full-time professional-level employment in one or more of the system safety functional areas.		1/yr.*		
2) Less than full-time professional level employment in one or more of the system safety functional areas (minimum 50%).		1/2 /yr.*		
3) Instructor of system safety courses.		1/4 /yr.*		
* Experience claimed must be reflected in completed qualifying experience block found on this form.				
		Totals:		
PROFESSIONAL ACHIEVEMENT FACTORS				
1) Registered Professional Engineer – safety		15*		
2) Registered Professional Engineer – other than safety		12*		
3) Certified by an acceptable board in a system safety related profession (CSP, CHP, CIH, etc.)		10*		
4) Recipient of SSS Professional Development, Engineer or Manager of the Year Award		10**		
5) Responsible for development/implementation of a new system safety technique		10**		
6) System safety related technical paper presented at an approved conference or symposium		8**		
7) Chairman of a system safety related group or committee sponsored by a technical society or organization, governmental agency or industry association not part of primary job duties		7/yr.**		
8) Active participant in above-type group or committee		5/yr.**		
9) Passed EIT examination, but not yet a PE		8		
10) Promotion to position having increased system safety responsibilities		3**		
11) Author of text book or technical paper on a system safety related subject published in a recognized journal		5/paper**		
12) Other Professional Achievement Factors		Specify**		
* Credit allowed only for one type of Registration/Certification.				
** Credit allowed based on evaluation of relative contribution to the advancement of system safety.				
		Totals:		
CONTRIBUTING ACHIEVEMENT FACTORS				
1) Served as President of the System Safety Society (SSS)		20*		
2) Served as elected officer or director of the SSS other than President		15*		
3) Served as appointed Society Operating Vice President or Chairman of a standing committee established by Executive Order		12*		
4) Served as member of a Society committee established by Executive Order		5/yr.**		
5) Served as the technical editor of <i>Hazard Prevention/Journal of System Safety</i>		5/yr. served**		
6) Served as Session Organizer for SSS sponsored conference or symposium		5/activity		
7) Subcommittee Chairman for a Society conference or symposium		10**		
8) Served as Organizer for a local chapter of the SSS		10		
9) Served as SSS Chapter President/Chairman		—		
a) Chapter officer or director		8		
b) Service in appointed Chapter function		5**		
10) Any other acceptable contributing achievement factors		Specify**		
* Credit allowed for highest level claimed.				
** Points awarded based on relative contribution to the Society and advancement of the system safety discipline.				
		Totals:		