



**INSTRUCTIONS for MEMBERSHIP APPLICATION FORM:** The System Safety Society (SSS) Constitution and By Laws establish three **professional membership grades** and four **administrative categories**. The following three pages provide the necessary guidelines, checklist 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 - Selecting 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	Criteria for Qualifying Points
<b>MEMBER (MO):</b> One qualified by a combination of Education, Experience, and Contributing Achievement areas to perform effectively in at least one of the System Safety function areas as defined on this application form.	Minimum of 6 points combined from the Educational, Experience, and Contributing Achievement areas.
<b>SENIOR MEMBER (SM):</b> 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 (6) System Safety functional areas. In addition, evidence is required demonstrating significant achievement in System safety field, which has contributed to the professional development of the applicant. <b>Must have been a System Safety Society member for four (4) years.</b>	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.
<b>FELLOW MEMBER (FM):</b> To qualify for the highest grade of professional recognition that may be granted by the Society, the applicant must demonstrate (in addition to qualify for the Senior Member grade) outstanding contributing to the society and the System Safety profession. <b>Must have been a Senior Member for five (5) years.</b>	Minimum of five (5) years of Senior membership: minimum of 70 points, with at least 35 points qualifying under the Senior Member criteria and the other 35 points from the Contributing Achievement area.

**Criteria for Administrative Category - 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.)

**Criteria for Administrative Category - 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.

**STEP 2 – Complete Form / Checklist:** 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 Application Form needs to be completed.

**STEP 3 – Determining Fees:** When applying for membership for the first time, a one-time application processing fee of \$20 (\$10 for students) is required for all members, plus:

**STUDENT \$35      MEMBER, AFFILIATE, USA, CANADA, MEXICO \$65      INTERNATIONAL \$75**

When required, a non-refundable reinstatement or reclassification fee must be submitted with the completed Application Form.

**STUDENT or AFFILIATE no fee required      MEMBER \$5 for reinstatement**  
**SENIOR MEMBER \$35 for reclassification      FELLOW MEMBER \$45 for reclassification**

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 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. We suggest that if you are paying by credit card, you may call 1-800-747-5744 with your credit card information, as SSS's does not have a secure email address. You may also pay by check or money order payable to 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. Or can FAX form and credit card information to 540-854-4561.



# SYSTEM SAFETY SOCIETY

Organized 1962  
Incorporated 1973

Professionals Dedicated to the Safety of Systems, Products & Services

**System Safety Society**  
P. O. Box 70  
Unionville, VA 22567-0070  
systemsafety@system-safety.org

**APPLICATION FORM:** *Please fill in all information, then either postage mail or email completed form to the address above. Thank you!!*

<b>NAME:</b>					
Where would you like your Journals to be sent <input type="checkbox"/> COMPANY <input type="checkbox"/> HOME? Please check & provide this address.					
<b>ADDRESS:</b>					
<b>CITY, STATE, ZIP, &amp; COUNTRY:</b>					
<b>WORK &amp; HOME TELEPHONE:</b>					
<b>COMPANY:</b>					
<b>EMAIL:</b>					
May we have your permission to use your name, address, and email for SSS Official Business? <input type="checkbox"/> YES <input type="checkbox"/> NO					
<input type="checkbox"/> INITIAL SUBMITTAL <input type="checkbox"/> REINSTATEMENT <input type="checkbox"/> RECLASSIFICATION <input type="checkbox"/> MEMBER <input type="checkbox"/> SENIOR <input type="checkbox"/> FELLOW <input type="checkbox"/> AFFILATE <input type="checkbox"/> STUDENT					
<b>OTHER PROFESSIONAL SOCIETIES, ORGANIZATIONS, CERTIFICATIONS, or REGISTRATIONS HELD:</b>					
<b>Name of Societies and/or Organization</b>	<b>Grade</b>	<b>Year Joined</b>	<b>Issued By</b>	<b>Specialty</b>	<b>Date Issued</b>
<b>UNIVERSITY or COLLEGE ATTENDED:</b> (Name and Location)	<b>Month</b>	<b>Year</b>	<b>Major</b>	<b>Minor</b>	<b>Degree</b>
	<b>From</b>	<b>To</b>			<b>Grad Date</b>
<b>BRIEFLY DESCRIBE YOUR CURRENT JOB TITLE / POSITION and RELATED ACTIVITES:</b>					
If applying for student grade, please attach description and verification of current academic status.					
<b>Do you have a SSS sponsor? If so, who?</b>					
<b>I would be willing to serve on Chapter / Society Activities as marked below:</b>					
<input type="checkbox"/> Local Chapter Officer / Committee		<input type="checkbox"/> Local Chapter Formation		<input type="checkbox"/> Education Committee	
<input type="checkbox"/> Professional Development		<input type="checkbox"/> Conference / Seminars		<input type="checkbox"/> Publications	
<b>If you are paying by credit card, you may call 1-800-747-5744 with your credit card information, as SSS's does not have a secure email address. You also may pay by check or money order payable to System Safety Society.</b>					
<b>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 objective of the Society to the best of my ability.</b>					
<b>By retyping in your name you agree with the above statement:</b>				<b>Date:</b>	
<b>CREDIT CARD: <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMERICAN EXPRESS</b>					
<b>CREDIT CARD NUMBER &amp; EXPIRATION DATE:</b>					
<b>MRB #</b>	<b>DATE:</b>	<b>FEES: \$</b>	<b>DUES: \$</b>	<b>APPROVAL DATE:</b>	



**System Safety Society - Membership Application Form**

*Complete this page when applying for Member, Senior, or Fellow Membership Grade.*

**QUALIFICATION EVALUATION IN THE VARIOUS SYSTEM SAFETY FUNCTIONAL AREAS**

**Indicate the number of years of full-time and part-time (minimum 50%) of your professional experience claimed in each of the following areas (attach supplemental sheet(s) and back-up data as necessary).**

	EXPERIENCE		EMPLOYER (Name & Address)	TITLE FUNCTION	MONTH & YEAR	
	FULL	PART			FROM	TO
<b>SYSTEM SAFETY MANAGEMENT</b> Pertains to the definition and/or implementation of system safety programs for complex projects.						
<b>SYSTEM SAFETY ANALYSIS</b> 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.						
<b>SYSTEM SAFETY DESIGN</b> 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.						
<b>SYSTEM SAFETY RESEARCH</b> The systematic pursuit of advances in system safety basic knowledge and technology.						
<b>SYSTEM SAFETY OPERATIONS</b> Involves the evaluation of operational facility utilization for hazard reduction within the operational environment.						
<b>MISHAP INVESTIGATION</b> Investigation of mishaps and the gathering and analysis of data and information on mishaps to determine causes and corrective actions.						

**PROFESSIONAL REFERENCES WHO CAN VERIFY THE ABOVE INFORMATION:**

Name	Postage and Email Addresses	Telephone



## System Safety Society - Membership Application Form

*Complete this page when applying for Member, Senior, or Fellow Membership Grade.*

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" column indicate the number of points you are claiming for each factor.

**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, Experience, Professional Achievement, and/or Contributing Achievement.

◆ 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:** Copies of transcripts, diplomas, and/or certificates you have earned.

**EXPERIENCE:** Full description of functional responsibilities for each qualifying position held, including employer, immediate supervisor, and dates of employment. Copies of your job description should be submitted when available.

**PROFESSIONAL & CONTRIBUTING ACHIEVEMENTS:** 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 chair people that verify professional services claimed, etc.

	Points	Max. Allowed	Claimed	Awarded
<b>EDUCATIONAL:</b>				
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 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			---	
		<b>TOTAL</b>		

	Points	Max. Allowed	Claimed	Awarded
<b>EXPERIENCE:</b>				
1. Full-time professional-level employment in one or more of the system safety functional areas.		1 / year*		
2. Less than full-time professional level employment in one or more of the system safety functional areas (minimum 50%).		0.5 / year*		
3. Instructor of system safety courses.		0.25 / year*		
* Experience claimed must be reflected in qualification area (previous page)			---	
		<b>TOTAL</b>		

		<b>TOTAL for THIS PAGE</b>		
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**System Safety Society - Membership Application Form**

Complete this page when applying for Member, Senior, or Fellow Membership Grade.

	Points	Max. Allowed	Claimed	Awarded
<b>PROFESSIONAL ACHIEVEMENT:</b>				
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, SHP, 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 / year**		
8. Active participant in above-type group or committee		5 / year**		
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 – please list		specify**		
* Credit allowed only for one type of Registration/Certification			---	
** Credit allowed based on evaluation of relative contribution to the advancement of system safety			---	
		<b>TOTAL</b>		

	Points	Max. Allowed	Claimed	Awarded
<b>CONTRIBUTING ACHIEVEMENT:</b>				
1. Served as President of the 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 / year**		
5. Served as the technical editor of <i>Hazard Prevention / Journal of System Safety</i>		5 / year 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 officer or director		8		
10. Served as SSS Chapter officer or director year number 2 and beyond		2 / year		
11. Served as SSS appointed Chapter function		5**		
12. 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			---	
		<b>TOTAL for THIS PAGE</b>		
		<b>TOTAL from PREVIOUS PAGE</b>		
		<b>GRAND TOTAL</b>		