



Certified Blast Protection Professional Certification Guidelines
WORKING GROUP SELECTION CRITERIA

Purpose: This process will be used to assist in ranking Subject Matter Experts (SMEs) based on their submitted qualifications to select Job Task Analysis (JTA) and Certification Scheme Working Group (WG) membership.

Selection Criteria

- 1) **Experience Bin:** Break the qualified committee member submissions into three bins by experience level (novice: 5-10 years, intermediate: 11-20 years, and expert: 21+ years).
- 2) **Ranking:** Rank candidates using the following criteria – candidates are eligible for up to 8 points and should then be ranked within each experience bin from most to least points.
 - a. If the candidate received a nomination, give her/him 1 pt.
 - b. If the candidate is licensed as a Professional Engineer, give her/him 1 pt.
 - c. If the candidate has been involved in the development and/or maintenance of industry standards and certifications, give her/him 1 pt.
 - d. If the candidate has performed a central role in testing related to explosive effects and/or protective design, give her/him 1 point.
 - e. If the candidate has performed a central role in forensic services related to explosive effects and/or protective design, give her/him 1 pt.
 - f. If the candidate has performed a central role in developing validated software related to explosive effects and/or protective design, give her/him 1 pt.
 - g. If the candidate is clearly currently doing work within the job scope, give her/him 1 pt.
 - h. If the candidate represents a stakeholder served by the certification, give her/him 1 pt.
- 3) **Working Group Creation:** Create the Working Groups using the ranking above and following criteria. Selection of individuals shall be done in as random a manner as possible.
 - a. Select the top 3/4 ranked individuals from the “expert” experience bin.
 - b. Select the top 2/3 ranked individuals from the “intermediate” experience bin.
 - c. Select the top 2/3 ranked individuals from the “novice” experience bin.
 - d. No more than 2 individuals per employer.
 - e. No more than 1/2 of the WG coming from one experience bin.
 - f. At least 5 different industry perspectives (based on sector, organization type, job type, and function) should be included.
 - g. Ensure that at least 50% of the group has a professional engineering license.
 - h. No more than 1/3 of the WG coming from any one region (West: AK, HI, CA, OR, WA, NV, ID, MT, WY, UT, CO, NM, & AZ; South: TX, OK, AR, LA, MS, AL, TN, KY, NC, SC, GA, & FL; Washington Metropolitan: VA, WV, DC, MD, & DE; Northeast: NY, NJ, PA, RI, CT, MA, VT, NH, & ME; Midwest: ND, SD, NE, KS, MO, IA, MN, WI, MI, IL, IN, & OH).
 - i. No more than 1/3 of the WG coming from one organization size bin.
 - j. If criteria “a” through “i” cannot be met, drop the lowest remaining criteria, starting with “i”, and rerun the process.