



THE PROFESSIONAL ERGONOMIST

The Newsletter of the BCPE

Board of Certification in Professional Ergonomics • P.O. Box 2811 • Bellingham • Washington • USA • 98227-2811
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SPRING 2004

VOLUME XII NUMBER 1

Notes from the President

Susan M. Evans, PhD, CPE
President, BCPE

In continuing on my themes of *value, visibility, and viability* as indicators of the success of the BCPE, I'd like to focus on visibility in this communication. Responses from the 2002 BCPE survey of certificate holders in selected organizations suggested a need to increase our visibility among certificate holders and with related organizations.

In 2003, BCPE was visibly present at several professional ergonomics conferences, including the Applied Ergonomics Conference in Dallas in March and the HFES Annual Meeting in Denver in October. Our booth at the HFES conference was a first for us. It provided HQ staff the unique ability to network directly with interested conference attendees and certificate holders, answer questions face to face, and promote "brand familiarity" to all who passed by the booth. The heightened visibility has resulted in increased traffic to and downloads from our web site. We're budgeting to do more of this in 2004, and will be targeting conferences and display opportunities when the Board convenes at its mid-year meeting in May. If you're planning on attending targeted venues in 2004, please consider volunteering your time to staff BCPE's booth and enhance the visibility of this certification.

In March, I represented BCPE in Chicago at the Intersociety Forum, an annual gathering of leaders of over 25



Kris Rightmire, BCPE Executive Administrator, greets HFES Annual Meeting attendees at BCPE's booth in Denver, CO.

membership and certification organizations in the workplace and occupational health area – a big and growing tent that includes ergonomics, occupational medicine and health nursing, safety and health, health physics, environment and environmental health, fire protection and loss control, and industrial hygiene. The meeting agenda included updates from each organization, a discussion of topics submitted by attending organizations, and a brainstorming session on a general topic of interest.

BCPE has been participating in the Forum since 1999, and benefits greatly from the collaboration and open sharing of organizational and professional best practices, and joint efforts to promote the profession. This year's meeting was no exception. The meeting on March 5th was co-hosted by the Board of Certified Safety Professionals (BCSP), American Board of Industrial Hygiene (ABIH), and the American Board of Occupational Health Nurses (ABOHN). Of the 12 organizations attending, half focus on professional certification (in ergonomics, industrial hygiene, safety [professional and technologist levels], occupational health nursing, and environmental health); the remaining six focus on individual or corporate membership and development. In most cases, these organizations are considerably larger and more established than BCPE, but their challenges and initiatives are strikingly similar.

I found three topics from the Forum to be particularly relevant to current BCPE initiatives:

- Making the testing process more accessible using computer based testing
- Finding out what your profession does through job analysis
- Ensuring the value of certification through recertification

BCPE headquarters staff annually administers paper exams five times a year at up to 14 sites. The Board is considering computer based testing (CBT) as a means to expand test venues to a wider community, while also reducing the administrative load on staff in overseeing the many aspects of test administration. AIHA and BCSP shared their experiences and insights in launching and administering a CBT program, addressing items such as exam construction, applicant administration, and exam frequency and security. BCSP and ABIH offer their exams at 300 test sites. However, costs of such services are in part a function of volume, so BCPE is investigating various relationships to achieve the benefit to the organization and the examinee.

(continued on page 2)

Notes from the President

(continued from page 1)

Performing a regular job analysis is an essential requirement of professional certification – and necessary to ensure a current understanding of what is practiced in the profession. BCPE will be forming a task force to begin the job analysis process in 2004, and will use the results to ensure that examinations are relevant and capture emerging practice areas. ABOHN and BCSP recently completed their respective job analyses and identified emerging roles among their certified professionals. They also reported that the benefits of this assessment go beyond the certification arena, to include the use of data by national and international membership organizations, by universities for curriculum planning, and in developing training services. Being reminded of a broader potential market for the results is additional encouragement to the Board.

Recertification is essential to demonstrating the ongoing value and quality of our certification programs. It is a necessary element for any certifying body seeking third party accreditation and is required to retain our endorsement by the International Ergonomics Association (IEA). As noted in this issue, BCPE's recertification program will launch in 2005. Lessons learned from ABIH and BCSP on how they manage the communications, logistics, and audit aspects of their respective recertification will be considered as the Recertification Task Force finalizes the launch strategy this year.

Before the Forum ended, we discussed ways to enhance collaboration among the organizations, to achieve greater visibility and impact in government affairs, to establish compelling business cases for ergonomics, safety, health and environmental health which may lead to establishing a national research agenda, and to foster greater cross-specialty awareness through cross referencing web sites among Intersociety Forum member organizations.

The composition of the Intersociety Forum covers a wide range of human health areas – and yet some might argue that it doesn't cover all aspects of the human factors and ergonomics profession. Still, our participation in this venue gives BCPE greater visibility in the community of our peers, and provides us with insights and opportunities to make the organization and our certification stronger.

As always, I welcome your feedback and encourage you to share your thoughts on enhancing the visibility of BCPE and our certified human factors and ergonomics professionals.



During the Ninth Annual BCPE Networking Reception in Denver, CO, BCPE President Sue Evans, PhD, CPE presents Roger Jensen, PhD, CPE, with a plaque of appreciation for his work as Editor of *The Professional Ergonomist*.

Thanks To Our Volunteers

The BCPE is a volunteer driven organization, and we want to thank those who have recently stepped up to assist.

Thanks to Roger C. Jensen, PhD, CPE, for his past service as Editor of *The Professional Ergonomist*. Roger is an Associate Professor at Montana Tech in the Safety, Health and Industrial Hygiene Department. He served as our newsletter editor from May 2000 through September 2003. Roger attended many Board meetings in conjunction with this duty, and his volunteer efforts were instrumental in maintaining the high quality of the newsletter. We also thank Norman Schwalm, PhD, CPE, whose input as Associate Editor during this time frame was also greatly appreciated. Dr. Schwalm is a Senior Lecturer in the Psychology Department at the University of Haifa in Israel. We welcome and thank Mike Wynn, MBA, CPE, for volunteering to take over as the new Editor and also Peregrin Spielholz, PhD, CPE, who has agreed to serve as Associate Editor. Mike is Vice President of Humantech Inc. and Peregrin is an ergonomist at the Washington State Department of Labor and Industries.

Robert (Bob) Fox, PhD, CPE, has been instrumental in helping the Board develop and launch the mentor program. Bob has worked hard to build the foundation for a sustainable program (see related article, "BCPE Mentor Program Relunched").

We would especially like to thank and recognize those who have proctored the exam since last October:

Regina M. Barker, MS, CPE
J. David Beattie, BAsC, CHFP
Jeremy E. Brooks, MSc, CHFP
Vincent M. Ciriello, ScD, CPE
Joseph R. Davis, PhD, CPE
William G. Elliott, MS, CPE
Craig A. Halpern, MSIE, CPE
Hal W. Hendrick, PhD, CPE
Rick W. Imker, MA, CPE
Karel J. Jahns, BS, CMA
Steven K. Jahns, PhD, CPE
James M. Kondziela, PhD, CPE
William S. Marras, PhD, CPE
Wayne S. Maynard, BA, CPE
Terry L. Morris, PhD, CPE
Randall A. Rouborn, MSIE, CPE
Melvin H. Rudov, PhD, CPE ret.
Kris Rightmire, BS
Robert E. Thomas, PhD, CPE
Connie S. Vaughn-Miller, MEd, CPE
Holly S. Wick, MS, CPE
Charles B. Woolley, MSE, CPE

We also would like to recognize and thank individuals who have assisted with recent evaluation of applications:

H. Harvey Cohen, PhD, CPE
Hal W. Hendrick, PhD, CPE
Roger C. Jensen, PhD, CPE
Richard T. Kelly, PhD, CPE
Susan K. Meadows, PhD, CPE
Robert J. Smillie, PhD, CPE
Thomas C. Way, MA, CPE
Michael J. Welch, MS, CHFP

BCPE is actively seeking volunteers for a variety of projects and committees. If you would like to support BCPE and your profession, please contact the BCPE office to volunteer.

BCPE – A View from a Former Director

Jim Smith, PhD, CPE

BCPE Director Emeritus

I recently completed a three year term as a BCPE Director and would like to share some thoughts with you. Before serving on the Board, I knew relatively little of the day-to-day operation of the organization. Like most of us, I received my certification and paid my annual maintenance fees, and sometimes read the newsletter, but that was the extent of my knowledge of the organization. The BCPE relies very heavily on its Directors for the operation of the body.



*Sue Evans, PhD, CPE,
BCPE President,
presents Jim Smith,
PhD, CPE, outgoing
Director, with a plaque
of appreciation for his
contributions while on
the BCPE Board
of Directors.*

The Board is a working group that contributes to a variety of projects throughout the year and meets twice a year to finalize discussions and formalize decisions. The two meetings are usually 2-2.5 days in length, with the fall meeting usually immediately following the HFES meeting and the spring meeting at another site in late April/early May. The BCPE Directors are volunteers, who pay their own expenses to attend meetings and provide service to the organization. Agreeing to serve as a Director is agreeing to a commitment to support BCPE activities and meetings.

If one really thinks about Board activities and responsibilities, the magnitude of the duties soon becomes more apparent. There are several bodies wanting to certify ergonomists in some fashion or another. The BCPE must understand these competitors and must make sure that we are providing the certification that meets our customers' needs. A great deal of effort was spent obtaining IEA endorsement of BCPE, and additional work is required to maintain that endorsement. The Board must ensure that the certification and renewal processes are of high quality. As a result, many of the Board activities have a marketing component, whether it is seeking new certificants, maintaining current certificants, or seeking additional affiliations.

In addition to marketing BCPE certification, we must also work diligently to improve our products and processes. You see some of the efforts, such as improvements to the BCPE website, but you may not directly see many other

efforts, such as updating and evaluating written tests for certification. Spending a few minutes reading the newsletter or visiting the website can give certificants an update of activities of the Board.

Although the demands are high, the sense of achievement and the opportunity to work with a great group of Directors and staff provides the reward to involvement with BCPE. The Directors willingly accept assignments and give of their time to support the organization. It is very refreshing to work with such a group of professionals and to be able to look back and say that we have made some significant contributions. We are in effect the gatekeepers for the profession of ergonomics. We set our standards high and maintain those standards. The history of the Board reflects a similar set of high standards and willingness to generously give something to the profession.

The opportunity to work with a motivated group of leaders in ergonomics is a very rewarding experience. You have an opportunity to contribute and make BCPE the best it can be. I encourage each of you to take some time to visit with your Directors and offer your services, if you have the opportunity. Contribute where you can. Tell your colleagues, bosses, other professionals or students the benefits of maintaining the integrity of the profession. Become proactive in your support of BCPE. The rewards will be there for you.

BCPE Mentor Program Relunched

Almost a year after it was first introduced, the mentor program was recently relaunched, thanks to a strong response to our effort to expand the pool of available mentors. Developed to provide CPEs, CHFPs, and CEAs with the opportunity to share their certification knowledge and experience with those interested in becoming certified, the program has recently undergone some enhancements. Dr. Robert (Bob) Fox, CPE has been appointed to help coordinate and oversee the program, revise program documents, and create a web page to house information about the program and make program documents more easily accessible.

Intended to be an on-going program, we hope to see continued interest in serving as a mentor and extend a big thank you to those of you who have already volunteered your time and support. For more information about the mentor program, please visit the BCPE web site at <http://www.bcpe.org/info/detail.asp?RecordID=8> or contact the BCPE office at bcpehq@bcpe.org.

View from a New Certificant

Kristianne Egbert received her CPE in April 2004. She is a 1999 graduate of the Human Factors Engineering program at Wright State University and has worked as an Ergonomics Engineering Consultant for the past five years.

BCPE: Congratulations on achieving your CPE. Why did you choose to pursue professional certification?

Kristianne Egbert: It comes down to respect from colleagues and clients. Nationally recognized certification gives them confidence that I am a professional, and shows that I have a dedication to the practice of ergonomics. Also, it's part of my career path – I can't be promoted to become a manager without it.



Recently certified:
Kristianne Egbert, BS, CPE

BCPE: What compelled you to study Human Factors Engineering?

KE: I wanted to be able to make a difference in people's lives. I always had a mind for problem solving, but I didn't want to spend my life behind a computer - I wanted a lot of people interaction.

BCPE: How do you think professional certification will be important to your career as an ergonomics engineer?

KE: With my current employer, I am now eligible to be promoted to become a manager, and I can be the primary author of assessments and reports. In the future, I'm certain it will help my resume stand out if I choose to change jobs.

BCPE: Your husband and sister are both CPEs, that must make for some interesting family get-togethers.

KE: We really try to not talk about ergonomics at the dinner table - our ergo jokes just don't work well with a wider audience. It has made my family very aware of ergonomics. For example, my dad got a sore hand from using a tool and challenged us to come up with a solution.

BCPE: How do you plan to maintain current knowledge in the rapidly evolving field of ergonomics?

KE: I regularly read publications such as the HFES Bulletin and various journals. I get to attend conferences, mainly when I'm speaking at them. Also, there is a lot of project-driven learning in my job - researching information to prepare for a project.

BCPE: Do you have any advice for recent graduates of ergonomics or human factors programs?

KE: Get experience using your degree. Many people end up getting a job that's not related to their degree and they lose competency (use it or lose it). Also, I recommend taking the AEP exam as soon as possible, then taking the CPE when you have obtained the necessary experience. It's much less stressful to break the exam into two parts and gives you something to focus on for career development.

Ninth Annual BCPE Networking Reception

BCPE was pleased to host the ninth annual BCPE networking reception during the Annual Meeting of the Human Factors and Ergonomics Society this last October in Denver, CO. The event, with a no-host bar and hors d'oeuvres, was well attended. Andy Imada, BCPE Vice President, welcomed attendees and recognized those recently certified individuals who were present. Sue Evans, President, awarded a plaque of appreciation to Roger Jensen, PhD, CPE, for his years of service as newsletter editor of *The Professional Ergonomist*. A raffle drawing was held and won by David Cochran, PhD, CPE.

We gratefully acknowledge our sponsors' support of BCPE and the annual networking reception. Their belief in the value and support of BCPE's purpose has been vital to us. Our 2003-04 sponsors are:

Platinum Level:

- ErgoSolutions Magazine
- Micro Analysis & Design

Gold Level:

- Abbott Laboratories
- Anacapa Sciences
- David J. Cochran, PhD, CPE
- Dainoff Designs
- Ergonomics Analysis
- Ergoweb
- Evans Incorporated
- Human Factors International
- Humantech
- Liberty Mutual Research Center for Health & Safety
- Pacific Science and Engineering Group
- Sandalwood

For more information on our sponsors, please visit the sponsor page on our web site:
<http://www.bcpe.org/aboutus/detail.asp?RecordID=20>.



BCPE gratefully acknowledges the support of our current sponsors.

Recertification

Steven L. Johnson, PhD, CPE
BCPE Director, Recertification Chair

Professional certification is beneficial in that it helps ensure that the certified professional has the knowledge and experience expected for practice in their chosen field. An equally important aspect of certification is assuring that the professional remains current in their field. Periodic recertification verifies that the person is actively practicing in the field and that their knowledge is up-to-date. This increases the value of the certification to both the certificant and to the customer (i.e., employer, clients, etc.). In the case of ergonomics/human factors, recertification is also a requirement for maintaining our accreditation by the International Ergonomics Association.

BCPE's recertification system will be a self-reported, honor system with periodic, random audits. To maintain CPE/CHFP/CEA certification, recertification will be required at five-year intervals. The process will involve completion of a two-page interactive electronic form that can be submitted by email. Supporting documentation will need to be submitted only if a person has been selected for audit. In that case, the certificant will be given additional time to assemble the necessary materials. BCPE will initiate recertification in 2005, with the first required recertification to occur in 2010 (five years from the initiation of the process).

For any CPE/CHFP/CEA actively practicing and participating in the ergonomics/human factors field, recertification should be easily maintained without a great deal of extra effort by the certificate holder. Active practice and participation in the field is defined through five categories of activities:

- Actively practicing as a certified ergonomist/human factors professional. This category can represent up to 80 percent of the credits necessary for recertification.
- Providing or receiving ergonomics training.
- Service to ergonomics-related committees and standards development activities.
- Publishing ergonomics-related articles, papers, or internal/external reports.
- Attendance at ergonomics-related meetings.

Many organizations similar to BCPE recommend that their certificate holders maintain a file folder in which they place their documentation (i.e., copies of conference registrations, training brochures, report cover pages, etc.). By initiating this type of process at the beginning of the recertification cycle, these professionals find that it takes very little time to perform the recertification process and the documentation is readily available in case of an audit.

A cross-section of professionals from the BCPE community has devoted many years and a significant amount of effort and discussion to defining the process, the point systems and the documentation mechanism. The result of this effort is a process that is consistent and fair across the wide range of ergonomics and human factors professional practice areas, but also does not require unnecessary time and effort to document by the person applying for recertification.

From BCPE Headquarters

2003 Application and Examination Information

Applicants for BCPE certification must first meet specific education and work experience requirements in order to qualify for the written examination. During 2003, 86 applications were received by the BCPE:

- 26 CPE/CHFP applications
- 9 AEP/AHFP to CPE/CHFP applications
- 35 AEP/AHFP applications
- 15 CEA applications.

Certification is awarded when a candidate successfully passes the written examination for designation as a CPE [CHFP], AEP [AHFP], or CEA. A summary of candidates' performance on the examinations in 2003 appears below.

Examination	# Examinees	# Passed	% Passed
CPE/CHFP	27	24	89%
AEP/AHFP to CPE/CHFP	6	6	100
AEP/AHFP	20	10	50
CEA	11	3	27

Changes to the Directory of BCPE Certificate Holders

BCPE wishes to congratulate 41 candidates (listed below) who have successfully obtained certification since the last newsletter. The total number of current BCPE certificants is 1,030.

- 874 CPEs/CHFPs
- 100 AEPs/AHFPs
- 56 CEAs

CPEs/CHFPs

Karen N. Barsness, MSIE, CPE*
Deborah A. Boehm-Davis, PhD, CHFP**
Nazanin Dardashti, MA, CPE*
Kristianne Egbert, BS, CPE*
Peter A. Hancock, PhD, CPE**
Benjamin E. Hansen, ME, CHFP**
Alan Hedge, PhD, CPE**
Simon M. Hsiang, PhD, CPE**
Tim G. Joganich, MS, CHFP
Pramila Kalaga, MS, CPE
Bheem P. Kattel, PhD, CPE
Nancy E. Laurie, PhD, CPE*
Michael K. McGee, PhD, CPE
Michael R. McWilliams, MS, CPE**
Kenneth E. Nemire, PhD, CPE
Michael S. O'Brien, MS, CPE*
James R. Peters, MS, CPE**
Kathy J. Plattor, MS, CPE
Marie A. Robinson, MS, CPE**
Daniel J. Rosenberg, MS, CPE**
John W. Ruffner, PhD, CHFP**
Jean C. Scholtz, PhD, CHFP**
Kay M. Stanney, PhD, CHFP**
Brandy Farris Ware, MS, CPE

*AEPs/AHFPs transitioning to CPE/CHFP

**Via 15-year, portfolio review process

(continued on page 6)

Changes to Directory *(continued from page 5)*

AEPs/AHFPs

Marisol Barrero, MS, AEP
Myra Blanco, PhD, AHFP***
Elizabeth D. Covalla, MS, AEP***
Hollis E. Dickens, MSIE, AEP***
Angela T. DiDomenico, PhD, AEP***
Kristopher M. Hager, MS, AEP***
Winnie Ip, BSc, AEP
Debra G. Jones, PhD, AEP***
Ann E. Meyer, PhD, AEP***
Eric B. Nash, MS, AHFP***
Chang Soo Nam, PhD, AHFP***
Karen L. Noack, MSIE, AEP***
Vicki M. Pittenger, MS, AEP
Michael A. Rodriguez, PhD, AHFP***
Aisha E. Smartt, MSE, AEP
John Andrew Stewart, MSc, AHFP***

***By exam waiver as a graduate of an IEA Federated Society's accredited ergonomics/human factors degree program

CEAs

James H. Strandy, BS, CEA

No longer current in their certification are:

Jay A. Davis
Richard F. Haines
Lawrence D. Howell
Eero M. Laansoo
George C. Michael
Annette L. Sobel
William A. Wheeler

In Memoriam

It is with sadness that we have learned recently about the passing of Frank Formeller, MS, CPE, on January 19, 2004. Our sympathy is extended to his close friends, associates and family.

Japanese Ergonomics Society Visits BCPE Headquarters

This past January, Dr. Yushi Fujita of the Japan Ergonomics Society (JES) visited the BCPE office to learn more about the organization, how we conduct certification, and the IEA endorsement process. A Certified Professional Ergonomist himself, Dr. Fujita is Chief Officer of the certification organization formally established by the JES in August 2003.

To date, 125 Ergonomists have been issued certification in Japan. Additional certificate holders are expected upon the program's formal start of a waiver process this June, for which applications may be submitted at any time, as well as a second offering of the annual certification exam this September. The organization is governed by several officers and maintains a number of ad hoc committees, which oversee the many aspects of a certification program, including:

- general affairs
- the examination process (development, administration, evaluation)
- education (specification of requirements for ergonomics education programs)

Immediate goals for this emerging program are to gain independence from the JES, finalize launching of the program, develop a web site to facilitate the exchange of information, and obtain endorsement from the International Ergonomics Association.

During this same visit to the United States, Dr. Fujita also met with BCPE President, Sue Evans. Topics discussed during this meeting included the possible use of the term Certified Professional Ergonomist for recognizing Japanese certified Ergonomists and the close relationship maintained by this organization with the Japanese Ministry of Education.

Unlike the organizational separation that exists between the Human Factors and Ergonomics Society (HFES) and BCPE, the Japanese Ministry of Education presently requires all Japanese certificate holders to be a member of the JES. This imposes a challenge on the organization, since there are others involved with human factors/ergonomics who are not JES members. This structure also does not meet the criteria for IEA endorsement, which requires that the certifying body be separate and independent from all educational bodies. As obtaining of IEA recognition is important to the organization, talks are underway to decide how the organization can establish independence, while maintaining a loose association with the Ministry of Education and the Society.

Highlights of the BCPE Annual Meeting

The 2003 BCPE Annual Meeting was held in Denver, CO at the end of the Human Factors and Ergonomics Society's Annual Meeting where BCPE exhibited for the first time. Highlights of the business meeting include:

The new data integration project for BCPE headquarters is still underway.

The Budget Task Force made a recommendation for the Board to initiate annual budget reviews to insure expenses are in line with current strategic objectives. The Task Force will continue to compare and contrast alternative business options, providing a detailed strategy to the Board for consideration and action.

Sponsorship discussion focused on a year-round outreach drive for sponsorships, developing strategies to experience the rewards of being a sponsor, and promotion of sponsors on our web site, through photo ops and reports/newsletter articles on sponsored event(s).

A strategy/plan was discussed to increase volunteerism via email and personal contact. One idea to recruit volunteers was to have a sign-up sheet at the networking reception with a list of areas for service: *The Professional Ergonomist*, communications, mentoring, etc.

Recent efforts to increase certificate holders via the portfolio review process were reviewed.

Plans continue for rolling out the recertification program in 2005. Recertification will be easy, utilizing an electronic form and assembling evidence of practice in the folder that BCPE will provide.

Roger Brauer, BCSP Executive Director, spoke to the group regarding BCSP's termination of the ergonomics specialty exam and possible areas of collaboration with BCPE.

Work continues to further evolve BCPE exams.

Modernizing the Ergonomist Formation Model and other changes this will necessitate were discussed. Advantages to conducting a job analysis for ergonomists/human factors professionals were addressed to make sure our final products are good, accurate and reflect the current practice.

(continued on page 7)

Highlights (continued from page 6)

The Director Nomination Process was reviewed. Directors who will roll off the Board in the fall of 2004 are: Carol Stuart-Buttle and Andy Imada.

A motion was made, seconded and carried, to continue with eleven directors with the adjustment that one director have a two-year term to distribute rollover. (A subsequent vote to accomplish this resulted in approval to extend Marvin Dainoff's term by one year.)

Improvements to the web site include a new sponsor page, and plans to proceed with labeling the web pages with metatags to enhance hits from search engines.

Attention was given to the November ballot Initiative 841 to repeal Washington state's ergonomic rule and limit future ergonomics regulations. It was agreed to do an informational piece to our certificate holders without bias on this event. (The initiative subsequently was repealed.)

Andy Imada led an interactive session focusing on 'Who do we serve?' and 'Who do we not serve?' with the aim of maintaining high standards, yet accepting potential change to capture new areas of growth.

Jim Smith, our outgoing Director, was recognized with a plaque of appreciation. Waldemar Karwowski, our incoming Director, was welcomed.

Break-out sessions included content/view of the field, update process flow, organizational structure/process and communication. Highlights of these sessions include:

- Plan for reviewing/ revising the EFM to ensure it accurately reflects present day competencies/practice domains.
- Plan for initiating CEA exam revision
- Plan for carrying out a job analysis
- Identification of certification gaps/barriers and possible steps that can be taken to reduce these obstacles and improve the demand for certification and the process by which certification is achieved.

The Midyear Meeting was set for Denver, CO on April 30 through May 2, 2004.



BCPE President Sue Evans, PhD, CPE welcomes Waldemar Karwowski, PhD, CPE to the BCPE Board of Directors.

BCPE Financial Report 2003

2003 brought a budget surplus of just over \$17,000, with revenues totaling \$142,985 and expenses totaling \$125,719. This surplus will be used to increase general fund reserves and reduce the reliance on credit to carry the association between annual revenue cycles. The primary revenue sources for BCPE include certification maintenance fees (77% of 2003 revenue), application fees (12%), and sponsorship and donations (5%). The largest expense categories include administration staff salaries (41% of costs in 2003) and required payments on a promissory note from the start-up phase of BCPE (10%).

If you have any questions regarding this report, please contact Karel Jahns, Financial/Information Systems Manager at the BCPE office.

REVENUE

Application CPE/CHFP	\$10,379
Application AEP/AHFP	\$4,165
Application CEA	\$3,166
Maintenance Fees	\$109,849
Donations	\$7,500
Late Fees	\$2,271
Job Bank	\$846
Bank Interest	\$73
Miscellaneous	\$519
Disk/Labels	\$1,195
Plaques	\$2,510
Newsletter Subscriptions	\$202
Exam Retake Fees	\$310
Total Revenue\$142,985

EXPENSES

Salaries	\$52,106
Payroll Taxes	\$3,986
Med. Insurance	\$8,582
L&I Insurance	\$408
Unemployment Insurance	\$279
Rent	\$8,765
Telephone/Fax/Internet	\$1,835
Hard/Software Main/Repair	\$5,516
Casualty Insurance	\$569
Equipment Rental/Lease	\$1,206
Office Supplies	\$976
Postage/Shipping	\$822
Copying/Printing	\$996
HQ Staff Travel	\$5,123
Business Meetings	\$7,799
Legal/Accounting	\$2,309
Taxes-FUTA/WA Sales & Use Tax	\$243
Bankcard sales %	\$2,255
Miscellaneous (NOCA, PO Box, Calligraphy)	\$1,152
Info Dissemination-Marketing	\$1,683
Newsletter	\$1,919
Website	\$541
Standards Devel/Admin (Exam/App Eval)	\$1,103
Promissory Note	\$12,000
Capital Improvements	\$419
Depreciation	\$952
Plaque Expense	\$1,449
Loan Interest/Fees	\$398
Pay Pal Charges	\$328
Total Expenses\$125,719

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BCPE Calendar of Events 2004/2005

- Sept 19, 2004 BCPE Exam in New Orleans, LA at the Annual Meeting of the Human Factors & Ergonomics Society. Postmark deadline for application: June 19, 2004.
- Sept 21 BCPE Networking Reception, New Orleans, LA.
- Sept 24-25 BCPE Annual Meeting, New Orleans, LA.
- Nov 30 BCPE Exam in Las Vegas, NV at the National Ergonomics Conference & Exposition. Postmark deadline for application: August 30, 2004.
- March 21, 2005 BCPE Exam in New Orleans, LA at the Applied Ergonomics Conference. Postmark deadline for application: Dec. 13, 2004.
- April 11 BCPE Exam in various locations in the US and Canada. Postmark deadline for application: January 11, 2005.
- April/May BCPE Midyear Meeting.
- May 21 BCPE Exam in Anaheim, CA at the American Industrial Hygiene Conference & Exposition. Postmark deadline for application: February 21, 2005.
- Sept 25 BCPE Exam in Orlando, FL at the Annual Meeting of the Human Factors & Ergonomics Society. Postmark deadline for application: June 25, 2005.
- Sept 27 BCPE Networking Reception, Orlando, FL.
- Sept 30 & Oct 1 BCPE Annual Meeting, Orlando, FL.

Upcoming Conferences

- Usability Professional's Association Annual Conference*, Minneapolis, MN, June 9–11, 2004, www.upassoc.org/conferences_and_events/upa_conference/2004/.
- Eastern Ergonomics Conference and Exposition*, New York, NY, June 21–23, 2004, www.ergoexpo.com/2004EECE/.
- International Conference on Work With Computing Systems*, Kuala Lumpur, Malaysia, June 29–July 2, 2004, www.unimas.my/wwcs.
- Ergonomics Conference of Portuguese-Speaking Countries*, Cruz Quebrada, Portugal, July 26–28, 2004, www.apergo.pt/congresso2004.
- Healthcare Ergonomics Conference*, Portland, OR, July 26–28, 2004, www.cbs.state.or.us/external/osha/conferences/.
- Nordic Ergonomics Society Annual Conference*, Kolding, Denmark, Aug 16–18, 2004, www.nes2004.dk/.
- International Conference on Human Aspects of Advanced Manufacturing Agility & Hybrid Automation*, Galway, Ireland, Aug 25–27, 2004, <http://indeng.nuigalway.ie/haamaha04>.
- British HCI Group Annual Conference*, Leeds, U.K., Sept 6–10, 2004, www.hci2004.org.
- European Conference on Cognitive Ergonomics*, York, U.K., Sept 12–15, 2004, www.ece2004.org.uk/.
- Human Factors and Ergonomics Society 48th Annual Meeting*, New Orleans, LA, Sept 20–24, 2004, www.hfes.org/meetings/2004menu.html.
- Association of Canadian Ergonomists Annual Meeting*, Windsor, ON, Oct 18–21, 2004, www.ace2004.aceconf.ca/index.html.
- International Symposium on Work Ability*, Verona, Italy, Oct 18–20, 2004, for further info email ergonomia@unimi.it.
- Latin American Conference of Ergonomics*, Concepcion, Chile, Nov 3, 2004, www.ergonomia.cl/jornada/index.html.
- National Ergonomics Conference and Exposition*, Las Vegas, NV, Nov 30–Dec 3, 2004, www.ergoexpo.com/2004NECE/index.asp.