

# Asbestos abatement training

## Become an approved provider

WorkSafeBC is implementing mandatory training for asbestos abatement work to help keep workers safe from the dangers of asbestos. This training must be from a WorkSafeBC-approved training provider.

We are accepting submissions from providers that wish to offer this training.

### Who can apply?

We recognize that there is a range of providers who can offer asbestos abatement training. These include but are not limited to:

- **Entities currently accredited with an international assessment-based certificate or certification standard**
- **Employers offering in-house training to their own staff**
- **Unions and professional trade associations**
- **Public and private organizations**

### Certification levels

The asbestos certification program includes four levels of certification — there are three levels for those involved in asbestos abatement, and one level for surveyors. A full description of all certification levels is provided on our website, [For asbestos abatement training providers](#).

Training providers may deliver training for some or all of the certificate levels. Your training program must be designed to address the core competencies and training requirements for the intended level.

### Make your submission

The requirements will vary depending on the type of provider, but every provider will take the following steps:

1. Gather the required documentation and prepare it for submission. The “What documents to submit” sections below describe what documentation you need. If you are applying to train more than one level of certification you will need to provide separate documentation for each level.
2. Submit your documentation to begin the review process. See the “Submission and review process” section for more information.

### Training and testing

After participants have completed their training, they will undergo a practical skills test (for Level 2) and a certification exam (for all levels). Training providers will test participants’ practical skills in person with a qualified assessor. WorkSafeBC will develop the written certification exams.

We also encourage you to test participants' knowledge and skills throughout training to prepare them for both the practical skills test and the certification exam.

## Accessibility

We encourage you to establish a training and testing program that is accessible for participants whose first language is not English or who have literacy limitations.

## What documents to submit

### Accredited entities

Some organizations hold accreditation with an international assessment-based certificate or certification standard. These standards include:

- American National Standard Institute ANSI/ICE 1100:2010(E) — Standard for assessment-based certificate programs
- International Organization for Standardization ISO/IEC 17024:2012 — Conformity assessment: General requirements for bodies operating certification of persons
- ASTM International ASTM E2659-09 — Standard practice for certificate programs
- CSA Group CAN/CSA-Z1001-18 (R2022) — Occupational health and safety training

If your organization is accredited with one of these standards, or with a comparable standard recognized by WorkSafeBC, your submission package must contain the following:

1. Course title, length (i.e., number of active instructional hours), prerequisites if applicable, and course fee
2. Proof of current accreditation status
3. Copy of your submission package approved by the accrediting body, including policies and procedures

4. Completed spreadsheet that maps out core competencies for the level of certification, showing how and where in the curriculum or resource material you teach each core competency, and for Level 2 how you will test the safety-critical skills-based core competencies in the practical skills test ([Curriculum mapping templates](#) are available to help you create your spreadsheet)
5. Electronic copies of training and testing materials (e.g., participant manual, instructor guide, presentation slides, end-of-module quizzes, practical skills testing tools)
6. Completed [Provider application checklist](#)

Our review will ensure that your training materials and practical skills testing tools appropriately address the core competencies for the level of certification.

### Employers offering in-house training

If you are an employer offering asbestos abatement training to your staff, your submission package must contain the following:

1. Course title and length (i.e., number of active instructional hours)
2. Completed spreadsheet that maps out core competencies for the level of certification, showing how and where in the curriculum or resource material you teach each core competency, and for Level 2 how you will test the safety-critical skills-based core competencies in the practical skills test ([Curriculum mapping templates](#) are available to help you create your spreadsheet)
3. Electronic copies of training and testing materials (e.g., participant manual, instructor guide, presentation slides, end-of-module quizzes, practical skills testing tools)

4. Details of your training and certificate program, including:
  - a. Course purpose, scope, goals, prerequisites and eligibility, target audience, and delivery method
  - b. How you design, deliver, and maintain training and testing
  - c. Qualifications and responsibilities of the subject matter experts involved with conducting the training and practical skills test
  - d. How you maintain training records and ensure their accuracy
  - e. Proof that you monitor and evaluate the quality of training and testing (typically in the form of policy, procedures, and related reports)

5. Completed **Provider application checklist**

Our review will ensure that your training materials and practical skills testing tools appropriately address the core competencies for the level of certification. We will also ensure that you have adequate policies and processes in place to support training.

### Unions and professional trade associations

If you are a union or professional trade association offering asbestos abatement programs, your submission package must contain the following:

1. Course title, length (i.e., number of active instructional hours), and course fee
2. Completed spreadsheet that maps out core competencies for the level of certification, showing how and where in the curriculum or resource material you teach each core competency, and for Level 2 how you will test the safety-critical skills-based core competencies in the practical skills test (**Curriculum mapping templates** are available to help you create your spreadsheet)

3. Electronic copies of training and testing materials (e.g., participant manual, instructor guide, presentation slides, end-of-module quizzes, practical skills testing tools)

4. Details of your training and certificate program, including:
  - a. Course purpose, scope, goals, prerequisites and eligibility, target audience, and delivery method
  - b. How you design, deliver, and maintain training and testing
  - c. Qualifications and responsibilities of the subject matter experts involved with conducting the training and practical skills test
  - d. How you maintain training records and ensure their accuracy
  - e. Proof that you monitor and evaluate the quality of training and testing (typically in the form of policy, procedures, and related reports)
  - f. Copy of your policy and procedures related to complaints and appeals
  - g. Copy of your policy and procedures for registration, withdrawal, and refund processes

5. Completed **Provider application checklist**

Our review will ensure that your training materials and practical skills testing tools appropriately address the core competencies for the level of certification. We will also ensure that you have adequate policies and processes in place to support training.

### Public or private organizations

If you are a public organization or a private entity offering training, your submission package must contain the following:

1. Course title, length (i.e., number of active instructional hours), and course fee
2. Proof that you are a legal entity or part of a legal entity registered with WorkSafeBC

3. Completed spreadsheet that maps out core competencies for the level of certification, showing how and where in the curriculum or resource material you teach each core competency, and for Level 2 how you will test the safety-critical skills-based core competencies in the practical skills test ([Curriculum mapping templates](#) are available to help you create your spreadsheet)
4. Electronic copies of training and testing materials (e.g., participant manual, instructor guide, presentation slides, end-of-module quizzes, practical skills testing tools)
5. Details of your training and certificate program, including:
  - a. Course purpose, scope, goals, prerequisites and eligibility, target audience, and delivery method
  - b. How you design, deliver, and maintain training and testing
  - c. Qualifications and responsibilities of the subject matter experts involved with conducting the training and practical skills test
  - d. How you maintain training records and ensure their accuracy
  - e. Proof that you monitor and evaluate the quality of training and testing (typically in the form of policy, procedures, and related reports)
  - f. Copy of your policy and procedures related to complaints and appeals
  - g. Copy of your policy and procedures for registration
6. Completed [Provider application checklist](#)

Our review will ensure that your training materials and practical skills testing tools appropriately address the core competencies for the level of certification. We will also ensure that you have adequate policies and processes in place to support training.

## Submission and review process

To submit your application, email Certification Services at [certification@worksafebc.com](mailto:certification@worksafebc.com). You will then be sent a link to access a confidential and secure location to upload your submission documents.

Ensure that your submission package is a Word document and Excel spreadsheet or PDF. Use the [Provider application checklist](#) to help you ensure you have included all the required elements in your submission.

Once your submission has been received:

1. WorkSafeBC staff will confirm if your submission is complete and eligible for review. They will notify you if any components are missing. Missing components will slow down the review process.
2. A WorkSafeBC working group — including asbestos subject matter experts, industry experts, and education specialists — will evaluate your submission. They will be looking to see that each competency is explicitly mapped in the spreadsheet (i.e., identified with a page or slide number). They will also confirm the following elements are included and meet the approval criteria:
  - All required documents about your organization
  - All required training and testing materials
  - Details of your training and certificate program, including:
    - Course purpose, scope, goals, prerequisites and eligibility, target audience, and delivery method
    - How you design, deliver, and maintain training and testing
    - Qualifications and responsibilities of the subject matter experts involved with conducting the training (and conducting the practical skills test for Level 2)

- How you maintain participant training records and ensure their accuracy
  - Proof that you monitor and evaluate the quality of training and testing (typically in the form of policy, procedures, and related reports)
  - Your policy and procedures related to complaints and appeals
  - Your policy and procedures for registration, withdrawal, and refund processes
3. WorkSafeBC staff will provide feedback if your application does not meet the approval criteria.
4. A staff member may take the following actions during the review process:
- Inspect the training facility
  - Inspect the practical skills testing environment (Level 2 only)
  - Take the course or observe its presentation
5. The manager of Certification Services will issue a decision letter. Once approved, training providers must agree to and sign a service agreement with WorkSafeBC. **Note:** Potential providers cannot promote or advertise themselves as a WorkSafeBC-approved training provider until the service agreement is signed. Approved training providers will be added to a [registry](#) on worksafebc.com.

For more information, visit our [Asbestos training, certification & licensing](#) page. Questions about the overall application or approval process should be sent to [certification@worksafebc.com](mailto:certification@worksafebc.com).