

Guidelines on Re-Certification Maintenance Points for Registered Industrial Hygienists

The Registered Industrial Hygienists scheme is set up to accord industrial hygienists professional recognition, raise their standard and improve their practice in industrial hygiene. Registered Industrial Hygienists (RIH) are required to maintain their competency in the comprehensive practice of industrial hygiene by participating in approved professional development activities. These include continual education, training and work carrying out in industrial hygiene and allied fields. This set of guidelines assists the RIH in calculating the RIH certification points required for RIH re-certification.

RIH Re-Certification Maintenance Points

A RIH re-certification maintenance point is awarded based on technical contact hours aligned to the topics related to Workplace Safety and Health (WSH) and allied fields; only the technical portions of an event are credited. RIH must maintain at least **24 RIH Points every three-yearly cycle**. This is to ensure that RIH continue to develop and enhance their professional industrial hygiene knowledge and skills throughout their career.

Re-Certification Maintenance Categories

Category 1: Active Industrial Hygiene (IH) work
(Including full time teaching and conducting in-house training)

- More than 70% IH practice - 3 RIH Points per year
- 35% - 70% IH Practice - 2 RIH Points per year
- <35% IH Practice – 1 RIH Point per year
- Points claimed each year may vary dependent on % of IH practice in individual years.
- Evidence – job description, letter of employment, endorsement by manager/management.

Category 2: Continuing Education including teaching, training, presenting at conferences

Sub-Category 2A: Learning from Others

Attendance of an approved continuing education programme locally or overseas.

- Courses, conferences, seminars, and workshops including E- learning (such as a specific hygiene topic area or multi-topic areas e.g. AIHA Conference or PCD course).
- Courses over a longer period, such as over a semester will be awarded points based on estimated number of hours required each week.
- WSH courses with relevant IH contents will be awarded the following RIH Points:

Number of Relevant IH Contact Hours (Excluding tea breaks, lunch or dinner breaks)	RIH Points Awarded
1 to 2 hours	1
>2 to 4 hours	2
>4 to 6 hours	3
>6 to 8 hours	4

- Evidence: Course brochure or training syllabus to support the self-assessment for RIH Points, certificate of attendance, statement of attainment or full certification.

Sub-Category 2B: Imparting Knowledge to Others

Conducting training, teaching, presenting at conferences, seminars, and workshops/courses (including regional and in-house conferences/workshops).

- Presenting papers at conferences, seminars
 - Less than 1 hr duration: 2 RIH Points
 - More than 1 hr duration: 4 RIH Points
- Conducting training
 - Half day training (min 3 hours): 1 RIH Point
 - Full day training (min 6 hours): 2 RIH Points
 - Maximum 12 RIH Points for a 3-yearly cycle

[RIH Points will only be awarded once per year for each module of the course]

- Evidence: Letter of appointment or invitation to lecture or to conduct training, Programme leaflet or brochure or abstract.

Category 3: Others

- Participate in the development of WSH (at least 40% of IH contents) or IH publications such as research papers, articles, books,
- Participate in the development of WSH (at least 40% of IH contents) or IH courseware
- Participate in WSH or IH technical committee, working group, societies or taskforce
- Provide technical or specialist WSH (at least 40% of IH contents) or IH support for the Community e.g. pro bono work
- Provide IH mentorship to junior IH professional
- Maintain current CIH/BOHS/AIOH certification

Points awarded: **3.0 RIH Points per year**

- Evidence: Letter of appointment, letter from manager, acknowledgement from voluntary welfare organisations or recipient, evidence of project completed for pro-bono work, certification/patents, published article.

Notes on RIH Re-Certification Maintenance Points Accumulation

There is a minimum requirement to acquire 3 RIH Points per cycle from Category 1.

Other RIH Points can come from Categories 2 and/or 3.

There is no limitation on the number of RIH Points acquired per year.

However, only **8 RIH Points can be carried over to the next certification cycle.**

Appendix 1

WSH Topics

The list below are WSH topics and allied fields which may be eligible for RIH Points:-

- Air sampling & Instrumentation
- Analytical chemistry
- Biohazards
- Chemical hazards
- Indoor air quality
- Ergonomics
- Human factor engineering
- Physical hazards
- Noise and vibration
- Ionising radiation
- Non-ionising radiation
- Thermal stressors
- Lighting
- Industrial ventilation
- Hazard mitigation and control
- Emergency response
- Risk assessment and management
- Industrial toxicology
- Community and environmental health
- Ethics
- Fitness for Work
- Epidemiology
- IH issues in industrial processes
- Health and safety communications
- Health and safety auditing
- Health and safety management
- Health and safety performance measurements
- Product stewardship
- Regulatory affairs
- Statistics (compliance statistics and biostatistics)
- Training management
- WSH culture building
- Total WSH

Appendix 2: Examples to demonstrate accumulation of RIH Points over a 3 year cycle

Scenario 1: >70% in Category 1	Scenario 2: 35 – 70% in Category 1	Scenario 3: <35% in Category 1
As an IH at Category 1: 9 RIH Points	As an IH at Category 1: 6 RIH Points	As an IH at Category 1: 3 RIH Points
Rest of RIH Points will come from Categories 2 or 3: 15 RIH Points	Rest of RIH Points will come from Categories 2 or 3: 18 RIH Points	Rest of RIH Points will come from Categories 2 or 3: 21 RIH Points
Achieved by: <ul style="list-style-type: none"> • Attending 4 days training over 3 years 16 RIH Points (4 x 4 RIH Points) • Attending 3 days training and make >1 hour presentation 16 RIH Points (3x4 + 4) • Attending 3 days training and engage 1 mentee for a year 15 RIH Points (3x4 + 3) • Attending 3 days training per year, conduct a 3-day course in the 3-year period 18 Points (3x4 + 3x2) 	Achieved by: <ul style="list-style-type: none"> • Attending 4.5 days training over 3 years 18 Points (4x4 + 2) • Attending 4 days training, make <1 hr presentation 18 Points (4x4 + 2) • Attending 4 days training and engage 1 mentee for 1 year 19 Points (4x4 + 3x1) • Attending 3 days training per year, conduct a 3-day course in the 3-year period 18 Points (3x4 + 3x2) 	Achieved by: <ul style="list-style-type: none"> • Attending 5.5 days training over 3 years 22 Points (5x4 + 2) • Attending 5 days training, make <1 hr presentation 22 Points (5x4 + 2) • Attending 5 days training and engage 1 mentee for a year 23 Points (5x4 + 3)

Another Example on Accumulation of RIH Points

Year	Category 1- Job / IH Practice	RIH Points	Category 2- Continuing Education	RIH Points	Category 3 –Others	RIH Points
1	>70%	3	Attended 2 days IH related conference	8		
2	35 - 70%	2	Attended 1 day IH related conference	4	Provide Mentorship	3
3	Less than 35%	1	Attended 1 day IH related conference	4		
Subtotal RIH Points		6		16		3

Total RIH Points accumulated in 3 years: 25

RIH Re-Certification Maintenance Points Tracking

(Note: Require a total of 24 RIH Points for the 3-year certification cycle)

Name of RIH: _____

RIH Certification Number: _____

Year of re-certification: From _____ to _____

Year	Category 1- Job / IH Practice / Year		RIH Points Awarded	Evidence Uploaded
	Employer	% IH Related Practice		
Total RIH Points Awarded for Category 1				

Year	Category 2: Continuing Education			RIH Points Awarded	Evidence Uploaded
	Event/Course	Organiser	IH Contact Hours		
Total RIH Points Awarded for Category 2					

Year	Category 3: Others	RIH Points Awarded	Evidence Uploaded
Total RIH Points Awarded for Category 3			

Total RIH Points awarded for the 3-year cycle: _____

(Total of Categories 1, 2 & 3)

RIH Points to carry forward to next certification cycle: _____