

**Subject: Request to Pursue CUSP Certification**

Dear \_\_\_\_\_,

As an important step in my career development, I am interested in pursuing the Certified Utility Safety Professional (CUSP) certification. This is a utility-specific safety credential offered by the Utility Safety & Ops Leadership Network (USOLN), a non-profit organization formed in 2009 to advocate for a safe, secure and productive utility work environment. I am requesting your approval and funding to move forward with the certification process. Here are details about CUSP benefits, process, and costs.

**Benefits of CUSP Certification:**

- It is the only utility-specific safety credential and was developed with the understanding of the unique challenges that utilities face.
- Designed to provide a career path and individual growth for employees and increased value for employers.
- Provides industry-wide professional recognition as a utility safety professional.
- Provides employers the assurance of an individual's broad knowledge, skills and abilities in the utility work environment when hiring or promoting.
- Creates a uniform standard of understanding utility safety regulations, competencies and task directed skills for both utility companies and their contractor partners.
- Recertification requirements encourage continued professional growth in the practice of utility safety leadership.
- Accredited by the International Society for Performance Improvement <https://ispi.org/>

**3 Steps to CUSP:**

1. Submit the CUSP application that is reviewed for eligibility.
2. Prepare for the CUSP exam by utilizing the optional CUSP Online Prep and Review.
3. Take and pass the CUSP exam, which includes a base exam and at least one endorsement exam.

The CUSP certification program is available in an online format that eliminates travel costs, logistics, and time away from work. The costs are below.

- \$155 USOLN annual membership fee (optional, costs go up for non-members)
- \$799 Online Utility Safety Leadership Review and CUSP Online Prep (optional)
- \$250 CUSP Exam
- \$1204 Total

The recertification requirements for the CUSP credential include an annual maintenance fee of \$140 per year and a continuing professional development requirement. You can find more information about the CUSP certification at <https://usoln.org/> and I will be happy to discuss. Thank you for your consideration of this opportunity, support of my personal and professional development, and commitment to the safety and health of our employees and success of our organization.

Please let me know if I have your approval and I will submit my application and begin my preparation.

Sincerely,

\_\_\_\_\_, Future CUSP

**USOLN Mission:** *The Utility Safety & Ops Leadership Network (USOLN) serves as an advocate for a safe, secure and productive utility work environment and as a catalyst for the prevention of incidents. The USOLN provides utility companies and their contractor partners with a reliable certification program, legislative/regulatory updates, and networking resources.*