

## Recertification of Environmental Risk Assessors (IBERA Diplomates)

### 1. *Recertification application*

The recertification dossier should include the following:

- a cover letter (**maximum 2 pages**), highlighting what the candidate considers the main achievements in relation to the criteria for recertification (i.e., professional activity and continuing education), and how the candidate thinks these criteria were met in the past five years.
- a short (**maximum 3 pages**) CV listing the candidate's activities over the **last five years** related to professional activity and continuing education.
- a list of courses, conferences, *etc.* attended with **a brief explanation of what the candidate took away from these activities** (e.g., new knowledge, networking) and how that helped the candidate in the profession as an environmental risk assessor. Please list all activities, and at least five most important takeaways.
- **2-3 letters of recommendation** from colleagues, co-workers and/or supervisors, confirming the candidate's professional activity as an environmental risk assessor in the past five years. Preferably, at least one of these letters should be from someone outside your organization.

Here some suggestions to facilitate developing the recertification dossier:

- Keep the cover letter focused on your main achievements. You are showcasing items from your CV.
- If you are in the habit of keeping your CV updated annually, simply trim it to reflect the last 5 years of items relevant to recertification activities.
- It may be helpful as you attend courses/conferences to add them to your own Table or list and add your brief note about the value. Or, you may wish to update this annually.
- Please check the FAQ (below) for further support and some examples of documents needed for recertification.

### 2. *Background*

The International Board of Environmental Risk Assessors (IBERA) certifies individuals working in the field of environmental risk assessment who have demonstrated expert knowledge and commitment to continued professional development and the use of up-to-date scientific methods and principles to strengthen the understanding of risks of chemicals. Certified individuals are recognized for a period of five (5) years and receive the status of Diplomates of IBERA.

The philosophy of the recertification is that certified individuals demonstrate a continued excellence in environmental risk assessment and maintenance of expertise and scientific

knowledge. Successful achievement of these goals will result in an individual maintaining recognition as a Diplomat of IBERA.

Specific requirements continue to be refined based on feedback from Diplomates about the recertification process. The latest version is maintained on the IBERA website.

### ***3. Recertification Requirement***

Following its constitution, an IBERA Diplomat should meet the following requirements:

- a. PROFESSIONAL ACTIVITY: be professionally active in the field of Environmental Risk Assessment.

AND

- b. CONTINUING EDUCATION: demonstrate that they remain up to date with developments in the field of Environmental Risk Assessment by being regularly involved in professional education, by either receiving, providing or organizing education.

To maintain certification, an IBERA Diplomat must successfully complete a recertification process every five years, in which it is demonstrated that these requirements still are met. Requests for recertification must be submitted by the candidate and will be evaluated by the IBERA Council.

Failure to complete the recertification process within established deadlines or not fulfilling the criteria will result in termination of the IBERA Diplomat status at the end of the certification term. To regain Diplomat certification, the applicants will need to repeat the full certification process, including passing an exam.

Recertification will commence on the beginning of the next calendar year following the year of application. The date of recertification will as much as possible be finetuned with the IBERA certification process to allow recertification within the five-year period.

### ***4. Categories***

Each applicant is required to have activities in the following two major categories. Please note the categories include examples. Activities not specified may be considered as acceptable if sufficient justification is provided.

#### **(1) Professional Activity in environmental risk assessment**

Professional activity is defined as performing, directing or advancing activities in environmental risk assessment. Professional Activity also includes those activities related to improving or advancing the science of environmental risk assessment. It may also include the specialized conduct of ERA, or the sharing of the ERA skill set.

To organize your activities, think about answering: What have you done to perform ERA, and to advance the body of knowledge and the practice of ERA?

The most common way to demonstrate professional activity is via employment or self-employment in environmental risk assessment during the period of recertification.

The following information should be included in the employment history:

- Name of employer(s)
- Job or Project<sup>1</sup> title(s)
- Job or Project description(s) including responsibilities and duties
- Dates of position(s)

Examples of activities not considered as Professional Activity:

- Routine risk assessment - particularly where little refinement is required. For example, an assessment to approve a chemical use or discharge based on tables of acceptable environmental concentrations where no new science is generated or used. However, developing an approach for novel chemicals or pathways, or continuously incorporating new science or adjusting the ERA approach to the latest developments would count as professional activity
- Routine study monitoring (however, adaptive feedback and modification of monitoring based on interpretation of the results would count as professional activity)
- Project management

Other activities that can be listed to demonstrate proficiency in this category include:

- List of publications, contribution to the preparation of guidance documents, risk assessment workshops, etc.
- Lectures on environmental risk assessment themes at universities, scientific meetings, symposia or expert groups, etc. where new knowledge is included
- Contribution to the development of the field of environmental risk assessment in the development of tools, models, methods, etc.

## **(2) Continuing Education**

Continuing education encompasses defined activities that maintain current knowledge and aim at expanding and advancing the knowledge and skill set.

To organize your activities, think about answering: What have you done to improve and share your skill set?

The activities in this category serve to maintain current knowledge and aim at expanding and advancing the knowledge and skill set. The documentation should emphasize new knowledge gained and may be a combination of diverse activities such as attending courses or scientific

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<sup>1</sup> Instead of 'job' (which would mean switching to a different employer), the term 'project' could be used to indicate substantial tasks done while working with the same employer, but perhaps for different clients

conferences in environmental risk assessment or related topics. It may, however, also include learning new skill sets by taking on new roles professionally.

Examples of daily duties that can be considered as Continuing Education:

- Routing teaching courses or components relevant to ERA (note that updating a course falls under Professional Activities)
- Meetings with authorities on complex risk assessments (e.g., contributing to the formulation of programs, regulatory defence)
- Active involvement in working groups / committees on risk assessment related topics
- Internal (within institution) training
- Short course attendance
- Scientific conference attendance

In the Table below, examples are given of activities that may be used to meet the requirements for the categories of Professional Activity and Continuing Education. Since activities may fit both categories, the table presents examples of activities for each category but also of activities belonging to both categories.

**Table:** Examples of activities in the field of environmental risk assessment (ERA) that may be used to meet the IBERA recertification requirements. Activities shown belong to the categories of Professional Activity (PA), Continuing Education (CE) or both.

Activity	PA	CE
Actively contribute to novel developments in the field - Update courses, risk assessment guidance, test guidelines, Regulatory requirements, etc.	x	
Contribute to the development of ERA tools, models, methods, etc.	x	
Serving as Editor-in-chief or Editor of a peer-reviewed journal or a book	x	
Serving on the editorial board of a peer-reviewed journal	x	
Prepare professional reports and other activities	x	
Serve on a scientific committee, steering committee or comparable at meetings / conferences / seminars	x	
Contribute to scientific research through the supervision of students, contribution to supervisory or steering committees of research projects or programs etc.	x	
Serve on national or international environmental risk assessment-related committees, workgroups, taskforces e.g. government agencies, non-profit organizations, professional societies, etc.	x	
Provide novel higher tier study design and monitoring	x	
Provide requested peer-reviews of journal articles, grant proposals, reports, etc.	x	
First or sole authorship of an original research or review paper or book chapter in a peer-reviewed journal or book	x	
Contribution (other than first authorship) to an original research or review paper or book chapter in a peer-reviewed journal or book	x	

<b>BOTH PA AND CE</b>		
Contribute to the development of the IBERA certification program (e.g., exam writing panel or standard setting panel)	x	x
Poster and/or Oral presentation of environmental risk assessment related topics at scientific meetings / conferences / workshops, local to international	x	x
Mentoring/supervision (students, colleagues, employees)	x	x
Present environmental risk assessment or related lectures at a course	x	x
Participate / volunteer to educate on environmental risk assessment topics and related areas (e.g., schools, non-toxicology-related organizations, disseminating to public or media)	x	x
Meet with authorities on complex risk assessments e.g., contribute to the formulation of programs, regulatory defense	x	x
Be actively involved in working groups / committees on environmental risk assessment related topics	x	x
Prepare expert statements in novel areas of environmental risk assessment	x	x
Begin a new related job role within sector or institution e.g., ecotox to efate roles in pesticides or pharmaceuticals	x	x
<b>MAINLY CE</b>		
Attend a course, workshop, webinar, café, meeting of Interest Group, etc. related to or having a section or module on environmental risk assessment		x
Attend environmental risk assessment and related professional meetings / conferences / seminars. (e.g., SETAC, Fresenius, ECETOC, EUROTOX, Society of Risk Analysis, country-specific organizations, etc.), whether local, state, regional, national, or international in nature		x
Teach routine courses in environmental risk assessment		x
Take internal (within institution) training		x
<b>Other (please specify)</b>		
These should illustrate how you keep yourself and others up to date and how you advance the field of environmental risk assessment		

## **Frequently Asked Questions**

**FAQ:** How do I document my activities in the two major certifications?

A: Make sure your Professional Activity (producing and sharing ERA products that advance ERA) and Continuing Education (improving your own skill set) items are included in your CV and/or your list of conferences and trainings attended.

**FAQ:** Must the two major recertification categories be balanced?

A: No, we acknowledge there will be some overlap.

**FAQ:** If I teach a basic ERA Course, where should I put that activity?

A: For basic, routine, that would go in Professional Activity. If you revise your course and update it, the updating activity would go into Continuing Education.

**FAQ:** If I provide expert opinion, where should I put that activity? A: If there was no research and updating on the topic, place it in Professional Activity (delivery of routine knowledge). Any updating activity would go into Continuing Education.

**FAQ:** I have an activity that is not listed in the example activities above. Can I include it? How would I do so?

A: For your unlisted activity, please include it under Professional Activity or Continuing Education as appropriate. The lists provided in this Recertification document will be reviewed each year to add in more examples.

## Examples of documents to be provided

### 1. Cover letter

The cover letter should focus on your main achievements. You are showcasing items from your CV.

Suggested format with illustrative examples:

Par 1. Intro – include:

Role/position(s), main duties relative to ERA, institution, etc.

Par 2. Two to Four Main achievements (please see CV):

- A. Publication in the field of XXX – I contributed to a review paper of XXX, specifically researching material on aquatic toxicity of XXX to invertebrates. This has been well received so far (downloads, citations, requests for lectures, etc.)
- B. Contribution to revision of guidelines for ZZZ. I coordinated with ZZ others and led the revision of the section on YYY; this is under consideration for adoption in the EU, US, etc.
- C. Updating my course in general environmental risk assessment to include best practices in using AI and more detail on emerging contaminants, multiple stressors, and new endpoints. [short description on these]. This update is important so that students...
- D. Other types of examples:
  - Invited to workshop ZZZ. *Importance:*
  - Participated in developing a training module/programme in ZZZ. *Importance:*
  - Invited to review papers for journals (e.g., IEAM) related to ERA *Importance:*
  - Invited to provide training in ERA for local governmental agency *Importance:*

Par 3. Conclusion

## **2. CV over past 5 years**

This is a possible outline of a reduced CV highlighting the items most important to IBERA recertification

**Name**

**Address; email; website(s); etc.**

**Diplomate years covered:** e.g., Jan 2022- April 2026

The example below is based on an existing CV organized into

POSITIONS

PARTICIPATION IN ORGANIZATIONS

EDUCATION

PUBLICATIONS/REPORTS, PRESENTATIONS, AND TRAININGS

Your CV may differ; there is no reason to reorganize; just pare it down to the last 5 years. In each section, it is important to emphasize Courses, Conferences, and Workshops

### **1. POSITIONS (PAID AND UNPAID) DURING THE PAST 5 YEARS WHILE A DIPLOMATE**

POSITION 1: ASSOCIATE PROFESSOR (2021 – present)

Dept of Environmental Sciences; University of Location, City/Country/etc.

TEACHING

Course ###-Current Topics in Environmental Risk Assessment (2h/week; quarterly; 2x/yr)

Course ###-Risk Assessment for Environmental Health Hazards (4h/week; quarterly; 1x/yr)

WORKSHOPS – teaching/attending

Computational Toxicology Workshop (Dates; Location, sponsor, goal):

Short description of participation: e.g., lectures/discussions

Short description of outcomes/importance: e.g., reports/documents generated

RESEARCH

Research Name – start/end dates:

Short description of goals

Short description of duties and outcomes

POSITION 2: INTERNATIONAL BOARD OF ENVIRONMENTAL RISK ASSESSORS (2021 – present)

Short description of position: e.g., Exam development – writing questions, workshops, etc.

SETAC IBERA breakfast presentations/discussions

POSITION 3: CONSULTANT/ SENIOR ECOLOGICAL RISK ASSESSOR (2021 – present)

Name of consulting firm – Position (e.g., Sole Proprietor); short description of the field

Short description of activities and accomplishments



POSITION 4: CLIMATE ADAPTATION SCIENTIST (2021 – 2022)

Name of employer – Position e.g., Climate Adaptation Scientist

Short description of activities and accomplishments

**2. PARTICIPATION IN ORGANIZATIONS**

Science Advisory Board for/of name (Chair from 2021-2023)

Short description of duties and outcomes.

Society of Environmental Toxicology & Chemistry

Annual meetings

Presentations

Service on boards

Training

Service to other Organizations

Short description of duties and outcomes (e.g., reviewing grant proposals)

Peer Review for Journals/Research Proposals

**3. EDUCATION**

Degrees

Supervision of students (undergraduates, PhD), colleagues and/or employees

**4. PUBLICATIONS/REPORTS, PRESENTATIONS, AND TRAININGS (2021-2025)**

Include:

**items not listed previously**

items in prep

internal reports to the extent they can be described

trainings given and taken

### **3. Courses/conferences/workshops etc. and takeaways**

Based on the CV outline above, this part of the submission could look like the following:

#### **Courses/Training Taken:**

- Course (3-days) on statistics in ecotoxicology using R: learned to look more critical at ecotox data and when to apply (or not) what modelling tools to derive data for use in ERA
- Course on Bioavailability and chemical speciation (4-days): better understanding of how to consider bioavailability in deriving risk limits for chemicals in soils and sediments
- Course on Mixture toxicity (5-days): I now better understand concepts used in mixture toxicity assessment and how to apply them in the ERA of contaminated soils

#### **Conferences:**

- SETAC Annual Meeting YY at ZZ. Developed new networking with the XXX Local SETAC Chapter and planned several monthly meeting topics on toxicology for 2026

#### **Workshops:**

- Invited to attend workshop on YYY. Asked to cowrite summary results of findings of the section I was in (SECTION). This will be used for research planning purposes by the convenors. I was exposed to and participated in the latest research in ZZZ

#### 4. *Letter of Recommendation*

(to be prepared by colleague, superior, supervisor etc.; at least one person from outside the own organisation)

Please cover the following in a maximum of 2 pages.

Dear IBERA Re-Certification Programme Committee,

I recommend CANDIDATE for recertification as an Environmental Risk Assessor (IBERA Diplomate).

##### Context:

- How you know the candidate in their capacity, and for how long?
- Describe briefly your understanding of the CANDIDATE's INSTITUTION and brief mention of what the Institution does relative to risk assessment.

##### Quality of Candidate's contribution to Environmental Risk Assessment.

- Candidate's areas of expertise and recognition
- Candidate's work specifically in ERA and how the candidate's work has been evaluated over the last 5 years
- Key areas of contribution

##### Assessment of Candidate's 5-year CV and cover letter

- Do you agree with the candidate's statements, anything else to add?

##### Conclusion on supporting recertification

- Likelihood of continuing contribution over the next 5 years in advancing ERA.