

Purpose – Transition of the Source Evaluation Society Qualified Source Testing Individual or Qualified Source Testing Observer (SES QSTI/QSTO) approval certificate expiration dates for all the SES methods groups to align with SES examination dates.

Background – SES currently offers QSTI/QSTO approval to individuals based on completion of two requirements: 1) passing one or more SES method group examinations; and 2) submitting a complete QSTI or QSTO application including verification of the relevant field experience with test methods in the applicable methods group(s). Upon approval by the SES QSTI/QSTO Committee, SES issues an approval certificate and wallet card to the individual indicating the applicable method group(s). That approval is valid for five (5) years from the date on which the SES QSTI/QSTO application review committee approves the candidate's application. The SES allows candidates to submit applications for QSTI or QSTO approval up to two years after passing an SES examination. Consequently, for example, the SES QSTI/QSTO application approval date may be two (2) years after the exam date and the corresponding approval certificate expiration date may be up to seven (7) years after the examination date.

Separate from the SES QSTI/QSTO program, Section 8.3.3 of the ASTM Standard Practice for the Competence of Air Emissions Testing Bodies, D7036-04, requires that a qualified individual (QI) "... must re-take and pass a qualification exam at least once every five years to retain their status as a qualified individual." To help the QI and the SES QSTI/QSTO maintain his or her QI status, the SES QSTI/QSTO committee provides each person who has passed one or more of the exams documentation (e.g., email notice of exam results and, if applicable, an SES QSTI/QSTO wallet card) indicating the dates of the relevant exams. The records that the SES QSTI/QSTO Committee provides do not indicate an exam expiration date, leaving that determination to the QI.

For practicality and consistency, the SES is revising its QSTI/QSTO approval policy to harmonize approval certificate expiration dates with ASTM D7036-04 requirements for QIs (i.e., five (5) years after the examination date).

Transition Policy –As SES implements this new policy, there will be a transition period during which expiration of current QSTI/QSTO approval certificates may be later than the new policy specifies. Therefore, steps to implement this revised policy and process are:

1. Effective June 1, 2013, the SES QSTI/QSTO approval certificate expiration dates, as indicated on the certificate and in the SES QSTI/QSTO records, will correspond to five (5) years following the examination date(s) of the relevant methods group examination(s) for which the approval certificate applies. This provision applies to both initial and renewal SES QSTI/QSTO approval certificates issued after June 1, 2013.
2. The SES QSTI/QSTO application procedure will remain as currently outlined (see the SES QSTI/QSTO program information at [sesnews.org](http://sesnews.org/index.php?q=QSTIQSTO), <http://sesnews.org/index.php?q=QSTIQSTO>). That is, a QSTI/QSTO candidate may submit an application up to two (2) years after receiving a passing score on one or more methods group examinations. The expiration date(s) on an approval certificate will be five (5) years following the relevant examination date(s), not the date of the application approval (see 1, above).
3. The SES QSTI/QSTO committee will not revise or reissue approval certificates issued prior to June 1, 2013, specifically to change certificate expiration dates. The committee will continue to provide technical and administrative assistance to current and potential QSTI/QSTOs in explaining the policies as related to the ASTM D7036-04 standard.

SES Board of Directors
SES QSTI/QSTO Committee