

## GSAR-NCP Steps to Searcher Certification

P/T Association Representative contacts GSAR-NCP Administration Office to begin Assessor process. Assessors and individual Candidates are supported by Association/AHJ Representatives. Their information is forwarded to GSAR-NCP Administration Office to begin Process.

GSAR Team Coordinator assists candidate with retrieval of training records for Assessor.

Assessor verifies individual can reasonably demonstrate the Competencies required (this is an "Assessor" from GSAR-NCP Requirement and Guidelines Documents)

Candidate collects and forwards all signed paperwork from the Application Package to the Assessor for signature. The individual candidate will forward the completed documents and application to the GSAR-NCP Admin Office

Package includes:  
Candidate Application and Application Package  
Final Exam Certificate (e- Learning site)  
(GSAR-NCP Administration Office: [nacpadmin@sarvac.ca](mailto:nacpadmin@sarvac.ca) to request Certification)

SARVAC Admin Office will verify that all forms are complete and provide National Certification to the individual GSAR searcher once verified.

SARVAC will store information provided in the application on a National Database.

Individual GSAR searcher will be required to re-certify by their expiry date on certificate.