

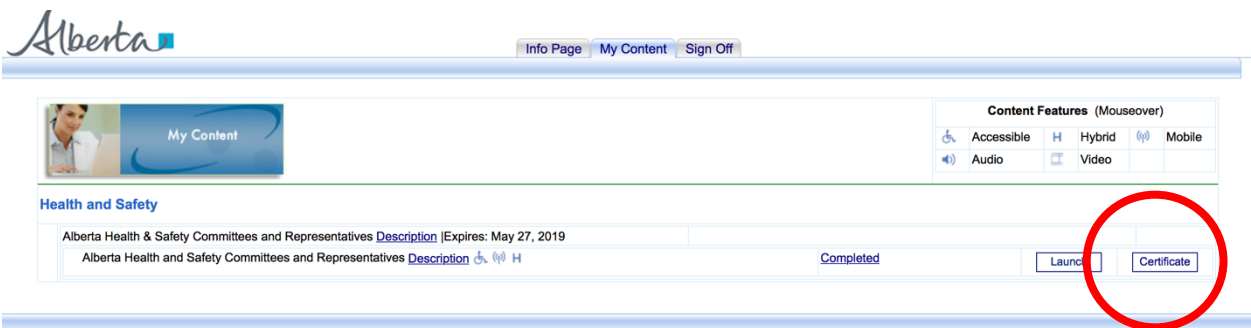


## How to request a re-issue of your CCOHS Health and Safety Committee / Representative certificate of completion

1. Go to the CCOHS webpage for the Alberta HSC/HS Rep course:  
<https://www.ccohs.ca/distributors/alberta/>
2. On the landing page, where it says *What do you want to do?* Select “Login (I’m already a registered learner)”.



3. Enter the password that you were provided with when you registered (if you do not have the password you will need to contact CCOHS – toll free: 1-800-668-4284)
4. Once logged in, click on the “My Content” tab and you will see the following:



5. Click on the “Certificate” button on the right side of the screen.
6. Choose the option to download as a PDF.
7. Email the PDF to [ohs@ab-ccsa.ca](mailto:ohs@ab-ccsa.ca).
8. Done!