

Continuing Professional Development for Professional Engineers

Types of CPD

The International Professional Engineers will have to maintain a minimum of 50 hours of CPD per year.

	Type of CPD	Condition	Notes
1	Short courses, workshops, seminars and discussion groups, conferences and technical meetings, including conducted by the IESL, where these are delivered or facilitated by recognised practitioners in the field.	There is no limit to the maximum number of hours that can be claimed over a one year period for these activities.	
2	Formal post-graduate study and individual tertiary course units not undertaken for award purposes.	There is no limit to the maximum number of hours that can be claimed over a one year period for these activities.	Study may be either on campus or by distance education. For distance education estimate the equivalent number of hours of formal face-to-face education that would have been involved. Time claimed is the actual hours of lectures/ tutorials/laboratory work, noting that there will almost always be further time spent both in preparation and/or follow-up. All such activities will involve some form of assessment
3	Technical inspections	A maximum of 10 hours of total CPD in an year may be claimed for these activities.	Inspections here would be in respect of plant and machinery for valuation, insurance, etc. It will also include inspections of organizations carried out for assessing training capabilities in respect of meeting IESL Professional Review requirements.
4	Learning activities in the workplace that extend your area of practice competence base.	A maximum of 20 hours of total CPD in an year may be claimed for these activities.	Activities that are normal work activities and which do not extend your knowledge cannot be claimed as learning activities in the workplace. For any learning activity undertaken in the workplace you must be able to demonstrate how it has extended your knowledge.
5	Private study which extends your knowledge and skills	Reading of the IESL Journal "Engineer" can	Private study includes the reading of books, journals, transactions, manuals etc. Records must be kept of relevant

	in your area of practice and or in the core areas of risk management, business and management skills.	contribute to a maximum of 5 hours of total CPD in an year..	personal reading claimed, which includes time spent on reading, the title and date of relevant articles read and a brief summary of the knowledge gained (25-50 words). This information should be recorded after you have read the article, for audit purposes.
6	Service to the engineering profession	A maximum of 15 hours of total CPD in an year may be claimed for these activities.	Service to the engineering profession may include: <input type="checkbox"/> <input type="checkbox"/> serving in a volunteer capacity on boards and committees of the IESL. <input type="checkbox"/> <input type="checkbox"/> being a panel member on tertiary course accreditation visits. <input type="checkbox"/> <input type="checkbox"/> being an interviewer on chartered status assessment panels. <input type="checkbox"/> <input type="checkbox"/> reviewing technical publications prior to publication. <input type="checkbox"/> <input type="checkbox"/> assisting with CPD audits. <input type="checkbox"/> <input type="checkbox"/> serving as a volunteer on other boards and committees which advance the engineering profession. <input type="checkbox"/> <input type="checkbox"/> mentoring a colleague for work experience purposes. <input type="checkbox"/> <input type="checkbox"/> preparation of written submissions/ contributions to, and participation in technical standards related meetings of organisations, such as SLSI, ICTAD, etc.on areas relevant to your professional work (whether representing IESL or another organisation).
7	The preparation and presentation of material for courses, conferences, seminars and symposia	Up to 5 hours per paper may be claimed for papers published in journals and conference proceedings and for the preparation of material for courses not part of your normal employment function eg. as a visiting lecturer from industry. Up to 5 hours per paper may be claimed for critical peer review prior to publication.	This represents work outside of your normal employment and can be claimed for CPD purposes if the material is prepared and presented by you and the activities contribute to the advancement of the profession. Also includes the preparation of presentation for workshops, meetings, seminars, etc.

8	Chartered members employed in tertiary teaching and/or academic research	Chartered members employed in tertiary teaching and/or academic research must be able to demonstrate a minimum of 10 hours of industry involvement in an year	Chartered members employed in tertiary teaching and or research positions in universities must undertake CPD that ensures engagement with contemporary engineering industry practice. This engagement may take the form of provision of consultancy services to industry, participation in joint industry-university research collaboration, supervision and development of students' industry-based design projects and field trips, or other direct industry involvement, such as secondment.
9	Any other structured activities not covered by 1 to 8 above that meet the objectives of the policy.		Documentary evidence and a clear justification will be necessary.