



Mandatory Continuing Professional Development Policy

Objective	The purpose of this policy is to provide the guidelines for members to fulfill Mandatory Continuing Professional Development requirement
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CPD Policy Statement	Continuing Professional Development (CPD) is understood across most professions as the systematic acquisition of knowledge and skills, and the development of personal qualities, to maintain and enhance professional competence. All members have an obligation to maintain their competence through CPD, and to support the learning of others.
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CPD Scope	Members are encouraged to adopt a balanced approach, adopting a combination of CPD activities with content in line with the Society's core competence to fulfill requirements
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CPD Format	<p>The format of CPD activities can include but not be limited to participating in and organizing of courses, lectures, seminars, symposia, conferences, presentations, workshops and industrial visits. The following are example of CPD activities:</p> <ul style="list-style-type: none">● Attending courses, lectures, seminars, symposia, conference, workshops● Attending evening classes or distance learning courses● Attending technical visits● Attending exhibitions● Holding training presentations to groups within /outside the Society● Mentoring school / university students or young members● Undertaking services as contribution to community
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Number of Required CPD hours	<p>Minimum number of hours which has taken effect since 1 January 2019</p> <p>Corporate / Fellow Member : 20 hours per year</p> <p>Associate Member : 15 hours per year</p>
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CPD Records	Members are encouraged to log/record their CPD activities on a regular basis.
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Checking Compliance	Periodically, random samples of members are asked to submit records to the Society's CPD panel, listing their activities they have undertaken in the previous year.
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Non-Compliance	<p>The following action will be taken in case of non-compliance</p> <ol style="list-style-type: none">1. Warning letters will be issued to member in the 1st and consecutive 2nd years;2. Member who fails to comply with the CPD requirements in the 3rd consecutive year may be invited to an interview with CPD Panel Representative(s);3. Member who fails to comply with CPD requirements for the 4th consecutive year without acceptable reason; Society will suspend his current membership without further notice.
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Audience All BSOMES Members

Abbreviations CPD – Continuing Professional Development
