

Continuing Professional Development Log

Year:

Member Name: Membership No:

Activity Type	Title of eligible CPD activities	Rating points per hour	Maximum points per year	Contact hours	Claimed hours
1	Institute Master Classes/Workshops	2	No Limit		
2	Other Institute training activities (eg. conferences, seminars etc) Chapter - Seminars -	1	No Limit		
	National Conference -	1	15		
3	Training activities conducted by other professional bodies approved by the Institute [Supply details to obtain rating]	E&PD Approval	8		
4	Approved undergraduate course	1	5		
5	Approved postgraduate courses	1	8		
6	Lecturing or Tutoring in an approved tertiary course	3	8		
7	Presentation of original written material at Institute CPD activities, or other conferences, seminars and courses approved by Institute for CPD purposes.	10	No Limit		
8	Published Papers and Articles, or Presentation of Original Material	E&PD Approval	No Limit		
9	Professional Practice (including writing awards and pupil training) as an arbitrator, mediator or other ADR practice	1	12.5		
10	Approved Pupillage	1	8		
11	Reading professional journals, articles and other publications in the area of arbitration and/or ADR,	1/3	4 [8 if >150km]		
12	Member of Council/Committee/Chapter				
	National Councillor /Chapter Committee - Estimated hrs / month - say hrs Committees - Estimated hrs / month average - say hours	1	5		
13	Other Activities - as approved by the Education Committee	E&PD Approval	E&PD Approval		

I certify that the above information and any supporting information in any attachments are true and correct.

Signed:

Dated: