Continuing Professional Development: The Principles

Continuing professional development (CPD) is the systematic maintenance, improvement and broadening of knowledge and skills, together with the development of personal qualities, necessary for the execution of professional and technical duties throughout a practitioner’s working life.

The objectives of CPD are related to improving work performance, enhancing career prospects, increasing the capacity for learning, encouraging participation in, and commitment to, lifelong learning and being adaptable to, and prepared for, changes in industry.

CPD is an essential element of any profession. Failure to keep up-to-date with the advances in discipline, technology and changes in legislation could have significant repercussions for an individual practitioner, a company and a professional organisation.

It is therefore important that a profession is seen to be taking the lead in ensuring that all its practitioners are constantly updating their skills and knowledge in line with industry requirements.

The institution goes to great lengths to ensure that all applicants are competent to meet the academic and experience requirements for the grade of membership applied for. Meticulous attention to the CPD requirements of all members of the institution ensures that industry standards are maintained and individuals grow professionally.

Continuing Professional Development Policy

Members of ICES have a professional duty to develop the skills and knowledge base of themselves and other practitioners within the profession.

The ICES definition of CPD is widely drawn and not prescriptive, so as to remain flexible enough to be relevant to all members at all career stages.

It is, therefore, for individual members to choose an approach to CPD that will satisfy their own personal and professional needs and aspirations.

Members should ensure that their CPD is managed in such a way as to be credible to other interested parties and will bring credit to the profession.

Members will be asked to self-certificate that they have completed sufficient and appropriate CPD activities to meet their learning needs each year.

CPD records will be examined for an application or upgrade to Technical Member, Member or Fellow.
Continuing Professional Development Activities

In order to help you understand the full breadth of the CPD activities that you may be involved with, we have produced the following checklist:

1. **Formal study leading to a qualification**
   Any course of assessed study leading to a qualification that is relevant to your specialism and professional interest.

2. **Short training courses and workshops**
   Courses and workshops that are aimed at raising the levels of your skills and competencies.

3. **Mentoring**
   - Mentoring and coaching others/receiving help from a mentor or coach.
   - Part-time teaching (if your main job is not academic).

4. **In-company development**
   - Training undertaken as part of an in-company development scheme.
   - Leading in-house training courses and seminars.
   - Promotion and appraisal.
     (Recognition will be given for career development within your organisation.)
   - Specific projects which involve new interaction with other departments and functions.

5. **Development events**
   - CPD events run by the ICES regions.
   - Similar events run by other professional associations or voluntary organisations.

6. **Private study**
   - Learning new and developing existing job-related skills.
   - Reading manuals, books, website material and periodicals.

7. **Authorship**
   Authorship of articles, periodicals and books on subjects related to the ICES specialisms.

8. **Conferences and exhibitions**
   Attendance at conferences and exhibitions related to civil engineering surveying.

9. **Language training**
   Recognition of language training that may help you in your job.

10. **Contribution to the community**
    - Involvement in ICES committees or as a volunteer for specific tasks (such as acting as an examiner).
    - Work related involvement in other organisations (e.g. trade bodies).
    - Society contributions, such as acting as a school governor, magistrate or charity work.

These CPD categories are not weighted in importance and not ranked in order. ICES does not allot specific numbers of points to particular activities.
ICES strongly recommends that all members attend at least two regional CPD events each year

The Chartered Institution of Civil Engineering Surveyors retains the right to revise any aspect of its continuing professional development policy and regulations without giving prior notification.

Exemption from the continuing professional development policy and regulations is at the discretion of the Education, Professional Development and Membership Committee.