

EXAMPLES OF VERIFIABLE CPD ACTIVITIES (Guidelines sections 2, 3, 6)

1. Courses run by ICAJ, under the auspices of member bodies of ICAC or ACCA, ICAEW, IFAC, AICPA within their continuing professional development programme.
2. Studies undertaken for the purpose of preparing the student for a post-qualification, e.g., a specialist qualification in taxation.
3. Studies undertaken after qualification with a view to preparing the candidate for a post-graduate degree.
4. Suitable courses run by a university or other appropriate institution.(Appendix E)
5. Relevant courses run by a member firm in public practice, by an industrial or commercial company or other business organization.
6. Courses run by a private educational establishment of a standard comparable to that described in above.
7. Correspondence courses, audiotape or videotape packages, courses of programmed texts or other individual study programmes where the course is assessed and/or leads to a further qualification and which require participation by the licensee.
8. Writing of technical articles, papers or books.
9. Working as a lecturer, instructor or discussion leader on a verifiable course (repeat presentations of the course should not be considered for this purpose). (Appendix D).
10. Participation in conferences, briefing sessions or discussion groups (where technical material is prepared by the member).
11. Service as a member of a Board of Directors or a technical committee of a professional association, major companies, charities or non-profit organizations (to the extent that technical material is prepared or reviewed by the member).
12. Service as a member of the examining Board of ICAJ/ICAC/ACCA (to the extent that technical material is prepared or reviewed by the member).
13. Major changes in job environment, e.g., working in a different industry, different department or career advancement.
14. Responsibility for a major involvement in effecting mergers, major take-overs, public share issues, development and implementation of major financial or management information systems.
15. ICAJ Council and certain technical committees (1 hour) and other committees (½ hour) for attending meetings.

(Extract – ICAJ CPD Guidelines published August 2012)