

Continuing Professional Development policy requires KICPAA's Active Members and Affiliate Members to complete annual learning activities with required Input-based CPD and Output-based CPD.

Continuing Professional Development-DETAILED CPD ACTIVITY RECORD (One sheet per year)

From(MM/YYYY)		To(MM/YYYY)		Admission Date	
Name		Membership No		Type of Member	

CPD DECLARATION

From (MM/YYYY)		To (MM/YYYY)	
Input-Based CPD		Output-Based CPD	

COMPLIANCE CONFIRMATION

I have complied with CPD requirement through:

<input type="checkbox"/>	Completed Input-based and Output-based CPD. (Please attach with CPD record, and supporting document).
<input type="checkbox"/>	Professional Body-signed Mutual Agreement with KICPAA Only
<input type="checkbox"/>	Can wave the CPD requirement or get exemption of CPD. <i>(Only for KICPAA Governing Council Members, Honorable Members, and KICPAA Advisor during their Mandate.)</i>
<input type="checkbox"/>	I do not meet the CPD requirements. I will remedy my shortfall and then submit an updated CPD declaration to confirm.

Note: Non-Compliance members will be granted an extension of six-month period to comply for the shortfall. After the extension period and still non-compliance, your membership status will be downgraded or suspended based.

DETAILED CPD ACTIVITY RECORD



Input-Based CPD (20 Hours = 20 Credits)

Date (dd-mm-yy)	Description/Title of Completed Activities	Organizer / Provider	Credit Earned
Total			Credits

Input-Based CPD (20 Hours = 20 Credits)

Date (dd-mm-yy)	Description/Title of Completed Activities	Organizer / Provider	Credit Earned
Total			Credits

Note: If you have more CPD records than the column given, please insert them in a separate sheet.

Signature _____ Name _____ Position _____ Date _____