

IoDSA Annual CPD Declaration

Name

IoDSA Membership no.

Email

Calendar year under review

A CD(SA)[®] or Cert.Dir[®] is required to comply with the IoDSA CPD requirements for the applicable time period. This requires that the designee:

- Complete 30 CPD hours calendar per year (or part thereof depending on the date of certification)* in any of the following categories (limitations per category may apply):
 - Professional work-based activities
 - New director mentoring
 - Personal activities outside work
 - Courses, seminars and conferences
 - Self-directed learning activities

It is important to note that all documentation verifying participation in the CPD activities be kept on record by the individual, as the IoDSA may request these documents as part of the monitoring process.

**Members who certified in the previous year will only need to declare pro-rated points for the months in which they were certified as per the below table. For example, if you certified in September you would only need to provide evidence (on request) of 7 CPD points in the CPD reporting period between January and March of the next year*

Month Certified	Number of CPD points required
January	27
February	25
March	22
April	20
May	17
June	15
July	12
August	10
September	7
October	5
November	2
December	0

Declaration (tick appropriate box)

☐ I hereby declare that I **have** complied with the IoDSA CPD requirements for the period under review.

☐ I declare I **have not** complied with the IoDSA CPD requirements for the period under review and hereby wish to apply for deferral of CPD requirements as per the IoDSA CPD policy.

The signed declaration must be submitted to Director Certification by 31 March each year at certification@iodsa.co.za.

Signed:

Date:
