

Continuing Professional Development: Activity Record

Name:

Membership No:

Year:

Job description/Role:

(January to December)

(Please include organisation type, e.g. sole practitioner, partner, etc)

Regional Group:

I am a member of an organisation whose CPD system is recognised by the Institution (please provide details below)

PEB – Singapore <input type="checkbox"/> Membership number:	APEGBC – Canada, BC <input type="checkbox"/> Membership number:
APEGA – Canada, AB <input type="checkbox"/> Membership number:	Engineers Australia <input type="checkbox"/> Membership number:
BAPE – Barbados <input type="checkbox"/> Membership number:	ECSA – South Africa <input type="checkbox"/> Membership number:
SER – Scotland <input type="checkbox"/> Membership number:	HKIE – Hong Kong <input type="checkbox"/> Membership number:
PQRC – China <input type="checkbox"/> Membership number:	

If you comply with any of the organisations above you **do not** need to provide details of your CPD. You need only tick the appropriate box and provide your membership number with that organisation.

Note: You must gain at least 90 hours CPD over three years. If you have been unable to attain the required number of CPD hours please detail the reasons why below:

YOU MUST INCLUDE THE NUMBER OF HOURS SPENT ON EACH ACTIVITY

Please retain a copy for your own records.

CPD Categories	Description of Activities <small>(please describe your DEVELOPMENT, not just your job)</small>	Benefits Gained	Hours
1. Work-based learning <i>e.g. mentoring, project related research, development of organisational skills/IT, etc</i>	Training Officer for East Lancs office – ongoing	Keeps me abreast of new developments in industry, especially related to bridge construction	
	Discussions with colleagues/literature investigations regarding: – bridge and culvert inspection	Ensuring H&S of inspection staff and ensuring risk assessments are completed correctly	
	– fire engineering	Produced economical design of composite floor	
	– resin injection techniques to deal with subsidence	Developed resin injection knowledge and competence	
	Mentoring two graduates aiming for Chartered status	Developed knowledge of IPD system and helped keep up to date with new technical processes	
		Sub-total for Work-based learning	

2. Self-directed study <i>e.g. journals/technical</i>	Suitability testing of materials to absorb lateral stresses behind integral bridge abutments. CARDER, D. R. and others, 2002	Developed knowledge of materials in relation to lateral stress	
	Professionally qualified CSCS card	Better appreciation of site safety and risks	

<i>publications, distance-learning, post-grad study, etc</i>	Structural Engineer, 19th May 2009: Effectiveness of punching shear reinforcement to EN 1992-1-1:2004	Increased understanding of contribution of upper bound section shear resistance	
	Structural Engineer, 16th June 2013: Challenges of post-tensioning in Dubai – a designer's perspective	Raised awareness of construction situation in Dubai generally and post-tensioning specifically	
Sub-total for Self-directed study			
3. Course/ events/ seminars <i>including institution, internal, external, etc</i>	Seminar on displacement piles and precast foundation schemes (local Regional Group – 08/02/14)	Improved understanding of available techniques and outline costs. Also health and safety aspects of each	
	ICE/IStructE/SCOSS meeting 'The unexamined role of the manager in failure' by Richard Williams (held at ICE – 25/06/14)	Enlightening talk on the potential culpability of the project manager	
	The robustness of multi-storey buildings in fire (local Regional Group – 17/07/14)	Interesting and surprising presentation on robustness/fire issues	
	HILTI seminar - the use of small embedment fixings into cracked concrete (supplier-led, at workplace – 12/10/14)	Increased knowledge of use of embedment fixings	
	Latest Developments in Post-tensioned Flat Slab Design and Construction (Concrete Centre – 29/09/14)	Updated knowledge on post-tensioning	
Sub-total for Courses/events/seminars			

4. Horizon - broadening activities <i>appropriate TV programmes, institution work, community/ public service involvement, etc</i>	Watched selected episodes of 'Mega Structures'	Broadened awareness of significant structural engineering projects	
	Documentary on Leading Engineers of 20th Century	Broadening knowledge of significant engineers and their work and contribution to the art and science of structural engineering	
	School Governor	Developed knowledge in relation to Finance Committee	
Sub-total for Horizon-broadening activities			
		Total CPD hours for all categories for the year	

Please ensure that you retain any evidence of CPD activities (where possible) as these may be requested during audit.

I declare that I will undertake appropriate CPD over the coming 12 months. Potential CPD activities may include:	
Signature:	Date: