CPD has several purposes, which will vary in relation to your circumstances, needs and career progression. It can also take a variety of forms. At its heart is informal learning through the challenges and opportunities of working life, and interaction with others such as colleagues, customers, and suppliers, including professionals from other disciplines. This may be supplemented by structured activities such as courses, distance learning programmes, private study, preparation of papers and presentations, mentoring, involvement in professional body activities, or relevant voluntary work. Mapping your CPD activities against the competencies for the registrations you hold may help you to record relevant CPD.

**IED/Engineering Council Competencies:**

A - Knowledge and understanding

B - Design, development and solving engineering & product design problems

C - Responsibility, management, and leadership

D - Communication and inter-personal skills

E - Personal and professional commitment

**SocEnv Competencies:**

A – Application of knowledge and understanding of the environment to further the aims of sustainability

B – Leading Sustainable Management of the Environment

C – Effective Communication and Interpersonal Skills

D – Personal commitment to professional standards and the Environment

**Reflection:** You should take time to reflect on your development by comparing what you have learnt with your initial objectives and what further development you may undertake having completed the CPD activity.

Below as an example illustrating how someone with registrations with both IED/EC and SocEnv could map their CPD against both sets of competencies.

**CPD Record**

| **Key Dates** | **What did you do?** | **Dev Plan Ref** | **Why?** | **Reflection**  **What did you learn from this?** | **Relevant Competencies** |
| --- | --- | --- | --- | --- | --- |
| eg Ongoing bi-Monthly | eg Chair design review meeting | 2023-01 | Responsibilities of post, role and grade | eg Leadership, System Knowledge, Design and development of Processes and Systems | IED/EC:  A B C D E  SocEnv:  A B C D |

| **Development Plan** | | | | | |
| --- | --- | --- | --- | --- | --- |
| **Ref** | **What do I want /need to learn?** | **What will I do to achieve this?** | **What resources or support will I need?** | **What will be my success criteria?** | **Target Dates for review/ completion?** |
| 2023-01 | eg Maintain relevant Engineering knowledge and keep abreast of changes and developments in Technology and applications | eg Being actively involved in Professional Engineering, Standards, Networking and study material | eg Working as a Professional Engineer, Talking with Subject Mater experts, Books, Websites, Podcast, Documentaries on related technology | eg I can talk authoritatively with peers on topics related to Engineering, Technology and Design | Annually |
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| **CPD Record** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Key Dates** | **What did you do?** | **Dev Plan Ref.** | **Why?** | **Reflection**  **What did you learn from this?** | **Relevant Competencies** |
| eg Ongoing bi-Monthly | eg Chair design review meeting | 2023-01 | Responsibilities of post, role and grade | eg Leadership, System Knowledge, Design and development of Processes and Systems | IED/EC:  A B C D E  SocEnv:  A B C D |
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