

NAME:		PLATO number:	
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Category 1: Developmental Activities

- a) Attendance of structured educational/developmental meetings such as:
Conferences, Congresses, Large group workshops, Lectures, Seminars, Colloquia
will be credited with one credit per 10 hours of attendance, with the proviso that a half day activity may carry half a credit. A full day activity will be regarded as being notionally 10 hours and a half-day activity will be regarded as being notionally 5 hours. An annual maximum of 5 credits (50 hours) may be accumulated under this portion of this category:
- b) For training courses, refresher courses and courses offered by software, hardware and instrumentation vendors: One, two and three day courses: 1 credit and courses exceeding three days: 2 credits. An annual maximum of 5 credits may be accumulated under this portion of this category.

The combined annual maximum of credits accumulated under Category 1 is limited to 5 credits, being the sum of credits earned under both portions 1 a. and 1 b. above.

CATEGORY 1 Maximum no of credits per year = 5						
Event No (website)	Start date	Event	Organisation	Register on website	Proof of attendance	CPD credits
YEAR 1		June 2012 – May 2013				
YEAR 2		June 2013 – May 2014				
YEAR 3		June 2014 – May 2015				
YEAR 4		June 2015 – May 2016				
YEAR 5		June 2016 – May 2017				

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Category 2: Work-based Activities

- The mentoring of candidate persons in the workplace will be recognised as CPD, credited at a rate of 1 credit for 40 hours of personal contact time with a maximum of 2 credits per year.
- In-house lecturing and skills training sessions organised by an employer/geomatics company and career guidance for candidates may also be presented under this sub-category, credited on the basis of 1 credit for every 10 hours of lecturing with a maximum of 2 credits per year.
- Other work based activities including Research and Development, Technology and Innovation and Knowledge Sharing with a maximum of 2 credits per year.

CATEGORY 2		Maximum no of credits per year = 4		
Mentor / Lecture / other	Date	Details	Hours	CPD credits
YEAR 1 : June 12 – May13				
YEAR 2 : June 13 – May14				
YEAR 3 : June 14 – May15				
YEAR 4 : June 15 – May16				
YEAR 5 : June 16 – May17				

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Category 3: Individual Activities

- a. Membership of one relevant "PLATO" recognised voluntary associations (geomatics society or institute) will result in a maximum of 1 credit per annum.
- b. Other activities include and will be credited as follows (Maximum of 5 Credits per year):
 - i. Lecturing to undergraduate and postgraduate students: 1 credit for every 10 hours of lecturing.
 - ii. Serving as a moderator or external examiner at tertiary level: 1 credit per examination with an annual maximum of 2 credits.
 - iii. Supervision of students undertaking postgraduate studies: 2 credits per year.
 - iv. Oral examinations of final year and postgraduate students: 1 credit for every 10 hours of active involvement.
 - v. Evaluation of M dissertations and PhD theses by external examiners: 2 credits per year.
 - vi. Publication of research in peer reviewed journals: a single author: 2 credits per publication. Where paper has a number of authors: 1 credit per publication per author.
 - vii. Publication of technical articles: 1 credit per article published.
 - viii. Papers presented at conferences or congresses / poster presentations: 1 credit each
 - ix. Active participation in industry specific statutory, professional, institutional, technical or non-technical committees, sub-committees or task groups: 1 credit or 1/2 credit for every 5 hours (accumulative) of active participation; whichever is the greater.
 - x. Evaluation of educational programmes at Universities and Universities of Technology for accreditation purposes: 1/2 credit for every 5 hours of active involvement.
 - xi. Evaluation of final year students by external examiners: 1 credit per year.
 - xii. Relevant additional qualifications (these are exceptional allocations): A completed qualification: 5 credits in the year of graduation. See note below.
 - xiii. Self-study which includes, but is not restricted to studying of recognised journals or electronic or computerised material, one credit for every 10 hours of study. (All activities under this item must be verified.)
 - xiv. Other recognised activities, not necessarily discipline specific, that could contribute to the 'whole professional', including; but not restricted to, community service, active involvement on a school or similar governing body, a Home Owners Association, an NGO, involvement in local/provincial or national government. These activities will require sanction by the Council and may not necessarily earn credits at the same time 'sacrifice' rate as the more discipline specific activities.

An annual maximum of 5 credits may be accumulated annually under this portion of this category, with the exception stated above for postgraduate studies, provided further that where a credit is claimed for membership of a relevant association in terms of 3.a. above then the maximum number of credits that may be accumulated under this portion of this category is 4 credits.

Note: Credits earned under Category 3 xii above are not subject to the maximum credits allowed for this category and may be retained over and above any other credits earned in this category for the duration of the 5 year cycle, further, if earned in the last year of the 5 year cycle, and are not needed, they may be carried over into the following cycle.

CATEGORY 3 Maximum no of credits per year = 5			
Date	Details	Proof filed	CPD credits
YEAR 1 : June 12 – May13			
YEAR 2 : June 13 – May14			
YEAR 3 : June 14 – May15			
YEAR 4 : June 15 – May16			
YEAR 5 : June 16 – May17			

PLATO member • Record of CPD Credits

I, the undersigned, _____

(PLATO registration number _____) declare that the contents of the CPD records are correct and that I attended the meetings/conferences as listed, mentored during the hours recorded and performed the tasks/services as recorded.

Signature

Date

Signature of Commissioner of Oaths: _____

Name: _____

Designation: _____

Date: _____

Stamp: