



CONTINUING PROFESSIONAL DEVELOPMENT STANDARD

Revised: 2024

The Continuing Professional Development (CPD) Program is a professional development tool for College registrants to maintain and/or enhance the [7 Professional Practice Competencies](#) and their associated competence level, to improve as a professional and enhance their professional practice. The CPD Program aids the College in fulfilling its mandate to protect the public interest by ensuring registrants continue to remain up to date as a professional and in their area of practice, maintain or enhance their professional competencies and competence and complete mandatory training requirements.

Requirements

A practicing or in-training registrant is required to earn 100 qualifying CPD points over three consecutive CPD years. A CPD year runs from January 1st to December 31st of the same year.

Starting in 2024, registrants must complete a minimum of 5 CPD qualifying points over 3 consecutive years in each of the following topics:

- Indigenous Peoples: Includes learning activities that build understanding and competence about the history and rights of Indigenous Peoples, treaty process, rights and title, the UN Declaration on the Rights of Indigenous Peoples, the B.C. Declaration Act, the dynamics of proper respectful relations, Indigenous-specific racism, and meaningful reconciliation.
- Equity, Diversity, and Inclusion: Includes learning activities that build understanding of equity (fairness and justice), diversity (variety of people and groups), and inclusion (sense of belonging and integration) and develop competence to recognize and address challenges such as discrimination, harassment, bullying, bias, micro-aggression, lateral violence.

The required number of CPD points is reduced for those registered as on leave. No CPD points are required in the first year of leave and after one year's leave 50% of the CPD requirements for each of the subsequent year registered as on leave. On leave registrants must complete the minimum CPD points for learning about Indigenous Peoples and Equity, Diversity, and Inclusion. On leave registrations are also required to complete any mandatory training courses once they are re-instated within a year, if the training was not completed prior to them registering as on leave or if any new mandatory training became a requirement while they were on leave.

Registrants must submit annual records of the CPD activities they complete by December 31st of each year. CPD records must be submitted in a registrant's profile within the College's registrant portal.

Eligibility of Activities & Points

A professional development (PD) activity(ies) and associated CPD points should only be claimed if an activity(ies) is not a main responsibility(ies) of a registrant's job duties and/or functions with the exception being the Professional Practice and Management categories. A PD activity(ies) and associated CPD points can be claimed for non-routine job responsibilities, duties and/or functions and it meets the definition of a CP category(ies).

Definitions, maximum claimable points per year, and carry over for CPD categories are included in the following table.



COLLEGE OF APPLIED BIOLOGISTS

Continuing Professional Development Category	Definition	CPD Points	
		Maximum claimable per year	Carryover
Professional Practice	Actively practicing applied biology (technical work), influencing (having some effect on the profession), or managing (supervision of professionals or projects, activities or programs) within the practice of applied biology. Registrants must be employed or provide service an average of 30 hours per week during the year to be considered full-time. Points are pro-rated for part-time work (average of less than 30 hours per week).	20 points	Points cannot be carried over.
Learning Activities	Learning activities that maintain or improve knowledge or skill in the practice of applied biology, professional competencies, or other subjects that improve an applied biology professional's practice including understanding of Indigenous Peoples and equity, diversity, and inclusion. Activities may include courses, conferences, seminars, workshops, webinars, technical or professional association meetings, structured discussions with peers, and self-directed studies (e.g., reading scientific literature, articles, legislation, guidance, standards, and books).	35 points	Points are carried over a maximum of 2 years after the year earned.
Presentations	Delivering a presentation that is of a technical or professional nature that is outside routine job duties including at a conference, workshop, seminar, course, training course, education institutes, employers, government, professional associations, and public organizations.	15 points	Points are carried over a maximum of 2 years after the year earned.
Service to the Community and the Profession	Activities that promote peer interaction, provide exposure to new ideas and technologies, enhance the profession, and serve the public interest. Activities may include: <ul style="list-style-type: none"> mentoring a less experienced applied biology professional, in-training registrant, or student; service as an elected or appointed professional on a board, council, committee, or working group; and volunteering where the registrant learns about topics that may improve their professional practice. A maximum of 10 points (hours) may be claimed per activity.	30 points	Points are carried over a maximum of 2 years after the year earned.
Contributions to Knowledge	Activities which expand or develop new biological, technical, or scientific knowledge in applied biology but are outside of routine job duties. Contributions may include: <ul style="list-style-type: none"> Development of published standard, practice or code (maximum 10 points per publication); Development of published policy or guideline (maximum 10 points per publication); Publication of paper in peer-reviewed scientific journal (maximum 15 points per publication); Publication of article on applied biology topic (maximum 5 points per published article); Authorship of published book or book chapter (maximum 10 points per publication); and Peer review of manuscripts for a scientific journal (maximum 10 points per manuscript review). 	30 points	Points are carried over a maximum of 2 years after the year earned.