

NAME:	A.N. Other	SAGC number:	PLS 000
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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 on a pro-rata basis of attendance, with the pro-rata portion of 5 credits (50 hours) regarded as being notified to SAGC. Attendance of such events will carry half a credit. A full day of attendance will be regarded as being notified to SAGC. Attendance of such events will carry half a credit. A full day of attendance will be regarded as being notified to SAGC. Attendance of such events will carry half a credit. A full day of attendance will be regarded as being notified to SAGC.

b) For training courses offered by software vendors: One, two and three days courses exceeding three days will receive 1½ credit per day. A maximum of 5 credits may be awarded for such courses. Attendance of such events will carry half a credit. A full day of attendance will be regarded as being notified to SAGC.

The combined annual number 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.

If the event is approved, this number will be on the SAGC website.

Please check that your name (and SAGC number) appears on the attendance list.

For an approved event the credits will be on the website.

CATEGORY 1: Developmental Activities						
Maximum no of credits per year = 5						
Event No (website)	Start date	Event	Organisation	Register on website	Proof of attendance	CPD credits
June 2013 – May 2014						
PVT057c	20/6/2013	Optron Product Seminar	Optron	Yes		½
SAGI079	23-4/7/2013	Surveying Indaba	SAGI	Yes		2
GISSA089	4/10/2013	GISSA Western Cape meeting	GISSA	Yes		½
	28/2/2014	Health & Safety workshop offered by ECSA	ECSA	No	Registration and certificate attached.	1
June 2014 – May 2015						
SAGI 062	1-3 Jul 2014	AfricaGEO 2014 conference	SAGI	Yes		3
PVT 175	4 Jul. 2014	Trignet workshop	NGI	Yes		1
PVT 183b	1 Aug. 2014	Leica workshop	Aciel			1
SAGI 240	13/3/2015	SAGI Northern Prov. AGM	SAGI	Yes		1
June 2015 – May 2016						
PVT267f	28/10/2015	Optron Roadshow	Optron	Yes		½
SAGI314	5/11/2015	Government land surveyors in Eastern Cape	SAGI	Yes		½
PVT113	12/11/2015	Esri User conference	Esri	Yes		1

If the event is not listed on the SAGC website, proof of attendance (e.g. minutes) must be attached.

For these “unaccredited events” use the guideline of 1 cr/day. SAGC will confirm this.

Note that the *normal* work done by a person taking up 80% of his workday cannot be used for CPD credits.

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Category 2: Work-based Activities

- a. 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.
- b. 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.
- c. 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
June 2013 – May 2014				
Mentor	Jan. – June 2014	Mentor student A. Person (Stud. No. 1001) from CPUT who is completing his experiential learning. (Student appointment & registration attached)	40	1
June 2014 – May 2015				
				1

Note: The evidence must only be submitted when a person is audited.

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Category 3: Individual Activities

- a. Membership of one or more 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. Peer-reviewed papers presented at conferences or congresses: 2 credits each.
 - x. 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.
 - xi. Evaluation of educational programmes at Universities and Universities of Technology for accreditation purposes: 1/2 credit for every 5 hours of active involvement.
 - xii. Evaluation of final year students by external examiners: 1 credit per year.
 - xiii. Relevant additional qualifications (these are exceptional qualifications): 5 credits in the year of graduation. See note below.
 - xiv. Self-study which includes, but is not restricted to studying of books or electronic or computerised materials for professional or personal development. (All activities under this item must be verified.)
 - xv. Other recognised activities, not necessarily discipline specific, which contribute to the 'whole professional', including community service, active involvement on a school or similar governing body, a Home Based Learning Centre, an NGO, involvement in local/provincial or national organisations. 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.

SAGC will check membership

Credits calculated according to the guidelines in Cat. 3(b).

CATEGORY 3 Maximum no of credits per year = 5			
Date	Details	Proof filed	CPD credits
June 2013 – May 2014			
	Member of SAGI		1
Nov. 2013	Moderator for Surveying 3 at DUT	Appointment and confirmation by University attached.	1
14/7/2015, 22/9/2015	Attend SAGI branch committee meetings (5 hours)	Minutes attached	½
June 2014 – May 2015			
	SAGI member		1
	Member of Johannesburg High School Governing Body. Attend meetings	Minutes attached	1
June 2015 – May 2016			
	SAGI member		1
			5½
TOTAL CREDITS:			18½

Proof for all meetings and other activities must be kept and submitted when a person is audited.

SAGC member • Record of CPD Credits

I, the undersigned, _____

(SAGC 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.

This affidavit must be submitted in all cases.

Signature

Date

Signature of Commissioner of Oaths: _____

Name: _____

Designation: _____

Date: _____

Stamp: