

CPD POLICY

In order to support our certified professionals earn CPD credits, PECB continually organizes webinar sessions, provides opportunities for writing articles, participating in trainings and events, and more.

The table below explains what is acceptable as a CPD activity.

CPDs obtained with PECB

CPD category	Description	Evidence required	CPD credits awarded
Live webinars	Live webinars, all focused on enhancing professional development. PECB issues CPD credits to participants who attend more than 60% of the webinar.	Attendance record	1 CPD
1-day Partner/Trainer live webinar			3 CPDs
2-day Partner/Trainer live webinar			6 CPDs
Presenting in Webinars	Webinars are hosted by premium and renown presenters who have an extensive experience in the field they operate.	Written confirmation of authenticity by PECB	3 CPDs per webinar
PECB Insights Conference	The PECB Insights Conference is a gathering of professionals and experts, where you can discuss and hear from experts on the latest trends and topics.	Certificate of attendance/completion	14 CPDs
PECB Insights Virtual Conference			2 CPDs per session
1-day training course or eLearning¹	Introduction training courses enable candidates to become familiar with the basic concepts of a specific management system.	Course completion record	7 CPDs
2-day training course or eLearning	Foundation training courses enable candidates to gain knowledge on the main elements to implement, manage, or audit a management system.	Course completion record	14 CPDs
3-day training course or eLearning	Manager training courses enable candidates to develop the competence to support an organization in implementing or auditing the management system for which they are certified.	Course completion record	21 CPDs
5-day training course or eLearning	Lead training courses enable candidates to develop the necessary skills and knowledge to support an organization in establishing, implementing, managing, maintaining, or auditing a management system.	Course completion record	31 CPDs

¹ For eLearning, the course completion record will be available soon

CPD category	Description	Evidence required	CPD credits awarded
Self-study²	This is the traditional study-on-your-own method where training materials are studied by the candidates themselves.	Course completion record	1-day training course: 4 CPDs 2-day training course: 7 CPDs 3-day training course: 11 CPDs 5-day training course: 16 CPDs
Exam	Candidates can take a PECB exam remotely at the convenience of their own home through the PECB Exams application.	Evidence of passing the exam	2 CPDs per exam hour
Contributing in whitepapers	Whitepapers are guides that give information on a particular subject.	<ul style="list-style-type: none"> – Printed/electronic evidence of the published whitepaper – Written confirmation of authenticity by PECB 	1 CPD per 200 words
Writing articles	The articles are published in our website and in the PECB Insights Magazine.	<ul style="list-style-type: none"> – Printed/electronic evidence of the published article/material – Written confirmation of authenticity by PECB 	1 CPD per 200 words
Contributing in writing PECB eBooks	eBooks are materials that help readers obtain information on a particular subject.	Written confirmation of authenticity by PECB	CPD credits are awarded for the number of hours used to complete or review the material. 1 CPD per hour
Delivering training courses (specifically for PECB Trainers)	PECB Trainers delivering training courses on behalf of PECB	Completion of a training event	1-day training course: 7 CPDs 2-day training course: 14 CPDs 3-day training course: 21 CPDs 5-day training course: 31 CPDs
Taking PECB University courses	University courses related to certification field	Evidence of passing the exam	2 CPDs per exam

²For Self-study, the course completion record will be available soon

Non-PECB CPDs

CPD category	Definition	Evidence required	CPD credits awarded
Professional experience	Audit or project-related tasks related to the certification field	<ul style="list-style-type: none"> – References from employers – Job specifications – Job assessments – Certificate of service – Letter of appointment 	CPDs are calculated based on the hours spent in a specific project/audit.
Conferences, seminars, workshops	Participation on conferences, seminars, or workshops dealing with relevant topics to the certification field	<ul style="list-style-type: none"> – Certificate of attendance – Proof of participation – Written confirmation of authenticity by the respective organization 	1 CPD per hour
Online programs	Attendance of courses presented by educational/ training institutions	Certificate of completion	1 CPD per hour
Books, articles	Design, development, and contribution on books/articles in relevant topics	Printed/electronic evidence of published books/articles	1 CPD for 200 words

How to Calculate CPDs for Professional Experience?

If you have been delivering or studying course materials that are related to, for example, information security, then you can calculate CPDs based on the number of hours spent during that activity. For example, if you have spent 10 hours on delivering a training course, then you have obtained 10 CPDs (excluding breaks).

The activities that can be considered valid for professional experience are the following:

Audit Credentials

- Planning audits
- Conducting audit interviews
- Managing an audit program
- Drafting audit reports
- Drafting nonconformity reports
- Drafting audit working documents
- Reviewing documentation
- Conducting on-site audits
- Performing follow-up audits
- Leading audit teams

Implementer Credentials

- Drafting an MS plan
- Initiating an MS implementation
- Implementing a management system
- Managing, monitoring, and maintaining a management system
- Identifying and acting upon continual improvement opportunities

Risk Management Credentials

- Identifying assets, existing measures, and sources of risks and their consequences
- Assessing risk consequences and incident likelihood
- Evaluating risk levels and risk treatment options
- Assessing residual risks
- Accepting residual risks

Other Credentials

Hours of audit/project experience related to the certification field

Note: CPDs are not accepted for on-the-job activities unless they are related to a specific project or audit associated to the certification field.

How to Calculate CPDs for Other Activities?

An example of this would be taking a 1-day CPD training course. If the training starts at 9 a.m. and ends at 5 p.m., with a 1-hour break for lunch, the CPD hours would be 7.

Simple Calculation

Training course	Hours
08:00 a.m. – 5.00 p.m.	8.0
Lunch: 1 hour	-1.0
Total hours	7

CPD Surveillance Audit

PECB may select a random sample of PECB Certified Professional to audit and validate the CDP hours reported. If required, PECB Professionals must provide written evidence of the reported activities.

Recordkeeping

The reported CPD hours must be supported by respective documentation confirming the CPD activities performed. Such documentation can be: Certification of Completion, Attendance Record, Confirmation Letter, etc.

PECB

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