

Ensuring continual improvement of directors' skills and capabilities

CONTINUING PROFESSIONAL DEVELOPMENT GUIDELINES: APPENDIX 2

Appendix 2:

CPD Points Table

CPD activities undertaken externally must relate to the practice of directorship and governance as identified in the Company Directors Corporate Governance Framework™.

Members must identify the quadrant of the Framework which their externally sourced CPD activity aligns.

The CPD points ascribed to particular activities take into account:

1. the depth of participant engagement expected,
2. activity time frames, and
3. CPD activities undertaken through appropriate external providers attract the same number of CPD points as similar activities offered by AICD.

AICD Programs and Courses	CPD points	Logging CPD points
Short Course – Half day Intensive interactive discussion, drilling into specific director focused topics.	5	Automatic
Short Course – Full day Intensive interactive discussion, drilling into specific director focused topics.	10	Automatic
In-House Programs and courses delivered to your board.	Point value per course	Automatic
Foundations of Directorship™ and International Foundations of Directorship Three one-day modules of interactive discussion and group work.	30 for all 3 modules (10 per module)	Automatic
Company Directors Course™ and International Company Directors Course Extensive pre-reading. Coursework includes 5 days of intensive interactive discussion, group work and applied learning in face-to-face or online formats.	60 (amortised over 3 years)	Automatic
Company Directors Course Update Facilitator-led intensive, interactive discussion to maintain currency post Company Directors Course.	20	Automatic
Boardroom Mastery™ Three extended days of experiential and intensive discussion based on applied learning.	40 (amortised over 2 years)	Automatic

AICD Chair's Mentoring Program	CPD points	Logging CPD points
Masterclass (Mentees)	10	Automatic
Community of Practice Sessions x 2 (Mentors)	5 each	Automatic
Boardroom Persona Workshop (Mentees)	5	Automatic
ASX Lunches x 4 (Mentees)	5 each	Automatic
Mentoring Sessions x 12 (Mentors and Mentees)	30	Automatic
Total Mentee CPD points	50-65	Automatic
Total Mentor CPD points	30-40	Automatic

AICD Online Learning	CPD points	Logging CPD points
Webinars (60 minutes - Discussions and downloads) Facilitator and expert-led online discussions on director-focused issues. Selected topics free to members.	5	Automatic
Essential Director Update Webinar 1.5 hours of extended expert presentation plus Q&A and resource materials. Free to members.	10	Automatic
Online Courses Facilitated online learning with virtual classes and director focused topics	10	Automatic
eLearning Courses Self-paced online learning and director-focused topics	5	Automatic
AICD Podcasts	5	Self-log

AICD Events, Conferences, and Summit	CPD points	Logging CPD points
Luncheon / Breakfast / Dinner Expert speakers provide perspectives on topics of interest including Q&A session(s).	5	Automatic
Essential Director Update Extended expert presentation plus Q&A and resource materials. Free to members.	10	Automatic
Specialist sector conference One day of presentations, Q&As, discussion and sharing learning and perspectives.	10	Automatic
AICD Annual Governance Summit Two days of presentations, Q&As, discussion and sharing learning and perspectives.	20	Automatic

AICD Assessment Awards	CPD points	Logging CPD points
Foundations of Directorship™ and International Foundations of Directorship Assessment Award	2 per module, 6 in total	Automatic
Company Directors Course™ and International Company Directors Course Assessment Award	10	Automatic

AICD Resources and Publications	CPD points	Logging CPD points
Self-assessment Tool Members can self-assess their current director capability against a framework of practice derived from the Company Directors Corporate Governance Framework™. Free to members.	5 per completion (max 10 per year)	Automatic
Professional reading* Journals, publications, online materials, Company Director magazine and books. AICD online materials and magazine are free to members.	10 each year	Self-log
and/or LinkedIn – The Australian Institute of Company Directors Member Group and Member Subgroups Reading and discussions. The LinkedIn Member Group is free to members.		

* NB there is a maximum 10 CPD points which can be claimed per year for professional reading which includes both AICD and third-party professional reading.

AICD Briefings, Workshops and Reviews	CPD points	Logging CPD points
Directors' Briefing Briefings from experts including Q&A session.	5	Automatic
Seminar or Workshop Expert-led discussions on topics of interest.	5	Automatic
Round Table Expert-led small group discussions.	5	Automatic
Expanding Your Thinking Guidance sought on governance and directorship. A template for this activity is available on the AICD website .	5	Self-log
Reflecting on valuable experiences Undertaking a reflective post-scenario review. A template for this activity is available on the AICD website .	10	Self-log
Boardroom Mastery pre-course phone call session	5	Automatic
Boardroom Mastery post-course phone call session	5	Automatic

Voluntary contribution to AICD director development	CPD points	Logging CPD points
Writing an article	10	Self-log
Writing and delivering a presentation	15	Self-log
Presenter or Panellist at an AICD event	15	Automatic
Member interviews for Company Director magazine, website or AICD podcasts	15	Automatic
Representation on an AICD national committee	5 per meeting	Automatic
AICD Partnership Programs	CPD points	Logging CPD points
BoardOutlook Board Insights, board review and workshop	10	Self-log
AI Fluency for Directors online course, delivered in partnership with The University of Sydney	10	Automatic

Third Party director professional development guidelines	CPD points	Logging CPD points
Course, briefing, conference, round table, seminar, workshop – Half day	5	Self-log
Course, briefing, conference, round table, seminar, workshop – Full day	10	Self-log
* Multiple day events accrue 10 DPD units per day up to 50 DPD units for a 5 day event.		
eLearning Course	5	Self-log
Webinar	5	Self-log
Professional reading (per year) **	10	Self-log
Professional Writing (per article)	10	Self-log
Writing and delivering a presentation	15	Self-log
Mentoring session 1 or more hours (mentors and mentees)	5	Self-log
Board review and workshop	10	Self-log
Book or PhD thesis (entire work is relevant to framework)	50 (amortised over 2 years)	Contact your Membership Partner
Book or PhD thesis (part of work is relevant to framework)	30	Contact your Membership Partner

* The AICD recognises third-party learning opportunities that are undertaken to improve directors' skills and capabilities within the areas identified in the Company Directors Corporate Governance Framework™. Self-logged learning must include evidence of learning.

** NB there is a maximum 10 CPD points which can be claimed per year for professional reading which includes both AICD and third-party professional reading.

For more information, please contact:

T: 1300 739 119

E: contact@aicd.com.au

aicd.com.au

Join our social community

