



Continuing Professional Development (CPD)

An Update on Circular 002

By:

Ir. Mohd Khir bin Muhammad Chairman BEM Training & Education Committee (16-Nov 2021)

Disclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.





OUTLINE OF PRESENTATION

- 1. Overview of CPD
- 2. Categories of CPD Activity
- 3. CPD Hours Requirement (PEPC, PE and IOW)
- 4. CPD Audit
- 5. Concluding Remarks

sclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.





FUNCTION OF

Training & Education (T&E) Committee (Section 4(1) ec) of REA

provide <u>facilities for the promotion of learning and education</u> and to hold or cause to be held <u>professional development programmes</u>, including continuing professional development programmes, for <u>registered Persons</u> to further enhance their knowledge in the latest developments relating to that profession.

Disclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.





FUNCTION of Training & Education (T&E) Committee

- plan and monitor the implementation of CPD for registered professional Persons PEPC/PE/IOW
- encourage, initiative, motivate and where necessary assist in conducting of activities such as courses, workshops, seminars suitable for registered Persons
- To keep abreast of development in the training and education of registered Persons and to advise the Board.

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.





RATIONALE OF CPD

- 1. Engineering learning and technical training activities eligible to be considered as CPD activities shall provide the Registered PEPC, PE or IOW with:
- <u>systematic maintenance, improvement and broadening of</u>
 <u>engineering and technical knowledge and skills</u> such as to
 enable continuing competent performance in engineering
 practices.
- avenues for <u>development of personal qualities</u> for execution of professional and technical duties throughout the Registered PEPC's, PE's or IOW's working life.

olsclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.

Э





- 1. An acceptable CPD Activity shall therefore fulfil at least the following objectives:
- to <u>maintain engineering and technical knowledge and skills</u> to perform an engineering job competently.
- to stay abreast with engineering developments, advancement and innovations in the relevant field of engineering practice as well as in general engineering knowledge.
- to keep <u>up-to-date with changes</u> in engineering codes, regulations and guidelines.

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.







BOARD OF ENGINEERS MALAYSIA

CIRCULAR NO. 002

CONTINUING PROFESSIONAL DEVELOPMENT (CPD)
REQUIREMENTS

www.bem.org.my

Disclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.





BEM Circular No. 002 on CPD Requirements

CPD Programme

• The cumulative CPD Activities over a calendar year which contribute towards the Continuing Professional Development of a PEPC, a PE or an IOW. The annual CPD Programme would be reflected by the CPD Hours collected by the said PEPC, PE or IOW (Registered Persons)

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.





BEM Circular No. 002 on CPD Requirements

CPD Activities

 Engineering or related activities, not within the job scope of a Registered PEPC, PE or IOW while being employed or professionally engaged, such that these activities directly contribute to the competence of the said PEPC, PE or IOW.

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.



As for <u>CPD activities</u>, the general guideline is "the activities that contribute to the PEPC/PE/IOW performance in providing the professional engineering services"

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.





OUTLINE OF PRESENTATION

- 1. Overview of CPD
- 2. Categories of CPD Activity
- 3. CPD Hours Requirement (PEPC, PE and IOW)
- 4. CPD Audit
- 5. Concluding Remarks

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.



Five (5) categories of CPD Activity

Category 1 : Formal Education
Category 2(a) : On Job Learning
Category 2 (b) : Private Study

Category 3 : Conference and Technical Training
Category 4 : Presentation or Publication of Papers

Category 5 : Engineering Service Activities

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.



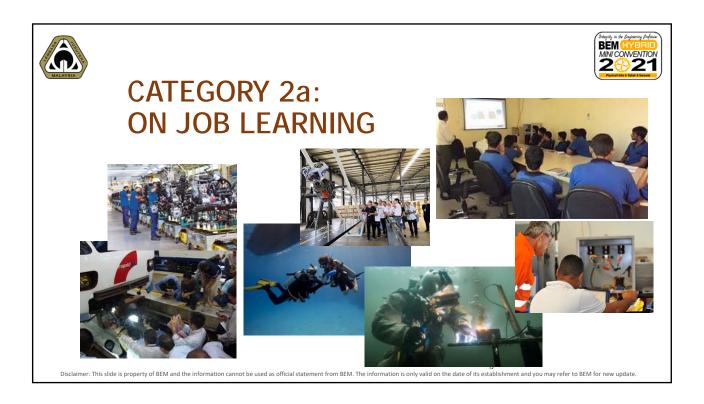




Category 1: Formal Education

Engineering or related studies leading to the award of a certificate, diploma, degree or higher degree with a <u>formal assessment</u> process and recognized by BEM or Malaysian Qualifications Agency (MQA).

Disclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new updates







Category 2a: On Job Learning

Engineering or related understudy and learning from a subject matter expert or equivalent, so as to be able to perform new engineering task.

On the job-workplace requirement e.g. CAD software, new machine, product briefing, etc.

16
Disclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new





Category 2b: Private Study



Self-study of engineering or related reading materials with the aim of increasing knowledge, capability and competency.

- Reading Books, journal, manual (hard copy or online)
- Familiarisation with the operation of technological aids, computer programs, equipment etc.

18
Disclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new undertaking.







Category 3: Conference and Technical Training

The attendance and participation of a PEPC, PE, or IOW in engineering conferences, seminars, workshop, forums, and similar technical gatherings and meetings and trainings which provide the environment to gain insight and knowledge as well as be abreast with engineering development.

olsclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new used.





- Attending <u>seminars</u>, <u>conferences</u>, <u>symposiums</u>, <u>meetings</u>, <u>and talks on engineering</u>, <u>management</u>, <u>corporate governance</u>, <u>engineering management</u>, <u>accounting principles</u>, <u>contract laws etc.</u> (Non-engineering subjects are accepted as it is considered as job related purpose and important to enhance the competency of an engineer).
- <u>Inspection Technical visits</u>, <u>site visits</u> etc are accepted (if not in the normal course of duty as consultants or employees).
- Attending <u>cross boundary discipline's</u> seminar e.g. Civil engineer attend M&E Conferences, Electrical engineer attends training on Civil engineering.







Category 4: Presentation or Publication of Papers

Presentation of research based or case study papers in engineering or related areas in a conference, seminar or similar activities.

claimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new updates.





Category 4: Presentation or Publication of Papers

- <u>Preparation of material</u> for courses, references, seminars, and symposiums
- <u>Presentation on industry experience</u> to students at universities, college, school, community etc.
- Same paper but recycled (e.g. include new updates) for other forums –
 CPD hours can be claimed
- <u>Same paper, no update, reuse for other purpose</u> CPD hours cannot be claimed under this Category but <u>can be claimed under Category 5:</u> <u>Service Activities</u> subject to maximum hours.

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.





Category 5: Engineering Service Activities



Engineering or related activities performed in the course of contributing to and promoting the engineering profession such as giving talks, serving on committees, participating in engineering programme accreditation, becoming a mentor to graduate engineers or intern inspectors of works, and serving as an industry adviser to an institution of learning.

26 Disclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new updated.



Category 5: Engineering Service Activities



- Serving BEM, IEM Committees, other Professional Institutions, national committees, technical societies
- Member of Engineering Programmes accreditation panel
- •Review of technical papers prior to publication
- Preparation of draft, papers, minutes of meeting related to engineering and national interest

- Examiner for Professional Assessment Exams/Profesional Interview
- Conduct in-house training under voluntary basis
- Mentor (voluntary)
- Organising national conference (Voluntary)
- Organising field trips (voluntary)

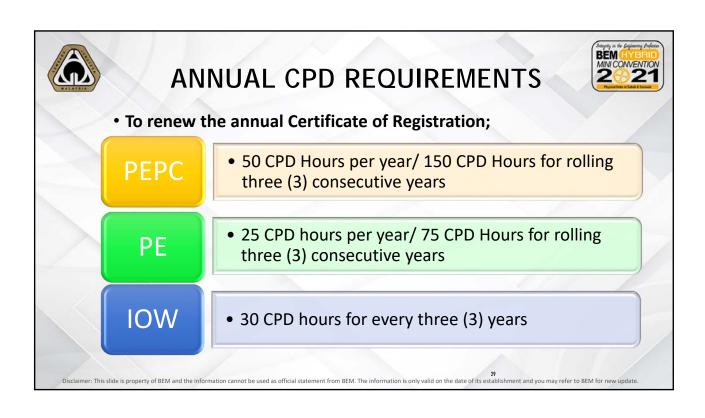


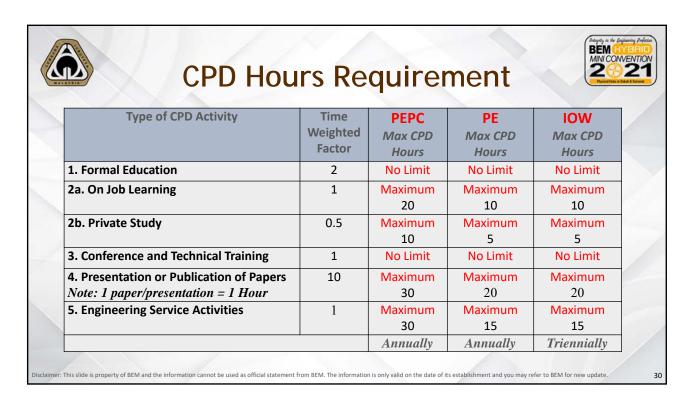


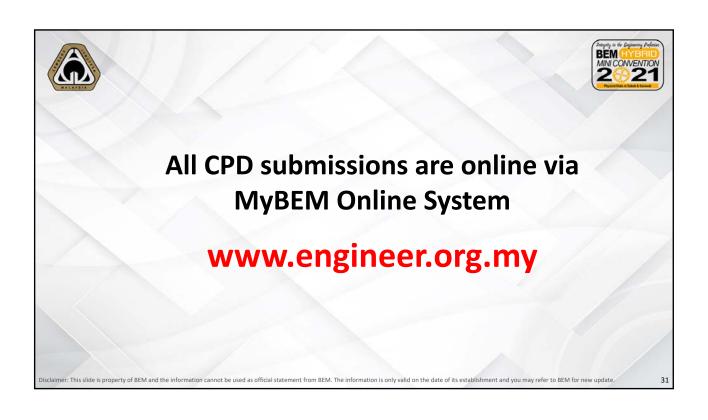
OUTLINE OF PRESENTATION

- 1. Overview of CPD
- 2. Categories of CPD Activity
- 3. CPD Hours Requirement (PEPC, PE and IOW)
- 4. CPD Audit
- 5. Concluding Remarks

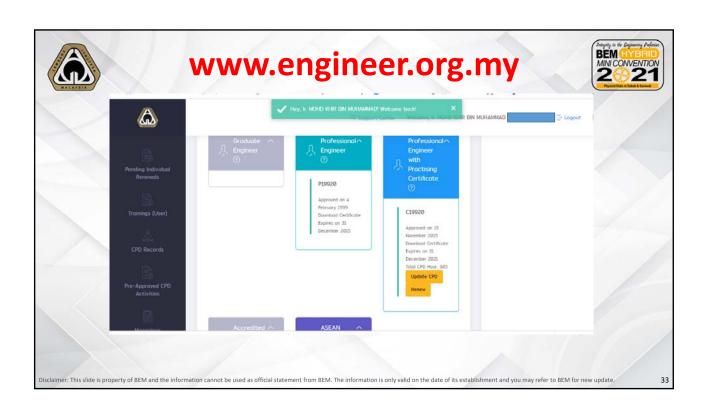
sclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.



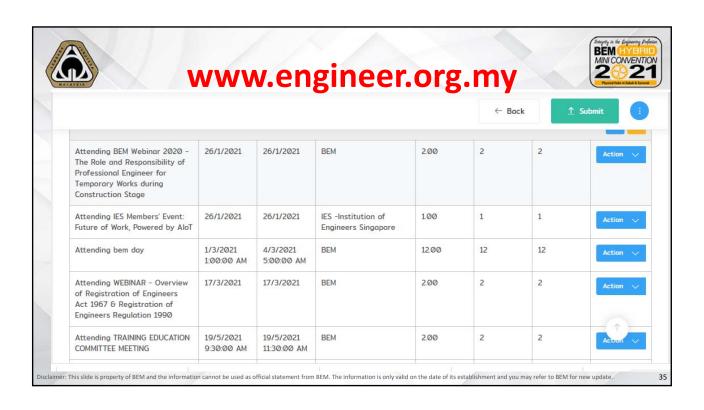


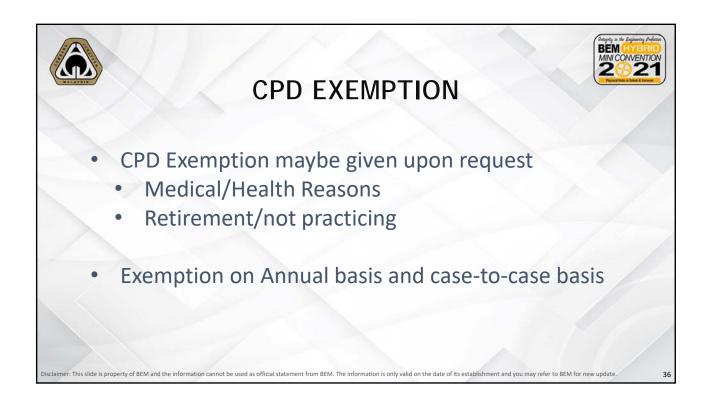
















REINSTATEMENT

- PEPC/PE/IOW → to fulfil all terms and conditions
- CPD requirement → start anew

REVERSION

- PEPC reverts → PE
- CPD requirements → as a PE

SUSPENSION

- Suspended PEPC/PE/IOW → no CPD requirements
- CPD requirements → starts anew (upon lifted suspension)

sclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.

37





OUTLINE OF PRESENTATION

- 1. Overview of CPD
- 2. Categories of CPD Activity
- 3. CPD Hours Requirement (PEPC, PE and IOW)
- 4. CPD Audit
- 5. Concluding Remarks

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.





CPD AUDIT REQUIREMENTS

The BEM will administer a CPD audit system whereby up to:

- ✓ up to 10% of PEPC are randomly audited each year.
- ✓ up to 10% of PE are randomly audited each year.
- ✓ up to 5% of IOW are randomly audited each year.

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.



Some Observations on Submission (2019 Audit)



Declare in Wrong Category

- Attending courses and submit under Category 1 (Formal Education)
- Involvement in societies and professional bodies submitted (Category 5 Services) submitted under Category 3.
- Attending AGM (Category 5) submitted under Category 3.

Declaring Part of Works as CPD Activities

- · Project and site meetings declared as technical meeting
- Inspections declared as OJT and technical training.

Over claimed on the CPD points

- Wrong calculations of CPD hours (AGM, Technical visits not as actual hours)
- · Daily training program claimed more than 8 hours

Not Claimed Under Category 2b

Not submitted or not claiming to maximum given CPD

Disclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.



Some Observations on Submission (2019 Audit)



No details or Insufficient detailed information, e.g.:

- a) Category 1 No complete details such as proof of enrolment or attendance or certificates of the program Post Graduate attended etc.
- b) Category 2a– No details on OJT attended or participated, no dates, trainer's detail etc.
- c) Category 2b No title of the books, magazine, journal of private/self-study
- d) Category 3- No title of talks, seminars, no name of speakers, no certificate of attendance
- e) Category 4 No details on the title of lecture/paper presentations, where it was presented, and programs etc
- f) Category 5 No details such as proof of attendance or programs etc

41





OUTLINE OF PRESENTATION

- 1. Overview of CPD
- 2. Categories of CPD Activity
- 3. CPD Hours Requirement (PEPC, PE and IOW)
- 4. CPD Audit
- 5. Concluding Remarks

isclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update.





general concept of CPD-able activities, that is, "any activity, normally engineering, which makes the registered persons
PE/PEPC/IOW perform continuously well in providing professional engineering



BOARD OF ENGINEERS MALAYSIA

TINGKAT 17, IBU PEJABAT JKR KOMPLEKS KERJA RAYA MALAYSIA JALAN SULTAN SALAHUDDIN 50580 KUALA LUMPUR MALAYSIA



PENDAFTAR Ir. Dr. Megat Zuhairy bin Megat Tajuddin SETIAUSAHA

50% REBATE OF PROFESSIONAL RENEWAL FEE YEAR 2022 AND WAIVER OF CPD HOURS YEAR 2021

Covid-19 pandemic has caused disruption to the social and economic situation locally and globally since early March 2020. Malaysian government has been looking for ways and means to alleviate the negative impact on the economic front while ensuring the safety and health of our people are protected

Disclaimer: This slide is property of BEM and the information cannot be used as official statement from BEM. The information is only valid on the date of its establishment and you may refer to BEM for new update

