



## CPD Declaration Form (HKIB Professional Members/ECF Certification holders)

### Part A: Personal Details

Name in English: \_\_\_\_\_ Name in Chinese: \_\_\_\_\_  
(as shown on identity document) (as shown on identity document)

Mobile No.: \_\_\_\_\_ Membership Number: \_\_\_\_\_

### Part B: Current Professional Designation(s) & CPD Requirement

|                          | Professional Designation                              | CPD hours* | Remarks   |
|--------------------------|---|------------|---|
| <input type="checkbox"/> | Fellow Certified Banker (Fellow CB)                   | 15         | At least five CPD hours must be earned from: compliance, code of conduct, professional ethics or risk management                  |
| <input type="checkbox"/> | Certified Banker (CB)                                 | 15         |   |
| <input type="checkbox"/> | Certified Banker (Stage II) (CB (Stage II))           | 15         |   |
| <input type="checkbox"/> | Certified Banker (Stage I) (CB (Stage I))             | 5          | -   |
| <input type="checkbox"/> | Certified Financial Management Planner (CFMP™)        | 15         | At least five CPD hours must be earned from: compliance, code of conduct, professional ethics or risk management                  |
| <input type="checkbox"/> | Certified Anti-Money Laundering Professional (CAML P) | 12         | At least six hours must be earned from the topic of AML/CFT   |
| <input type="checkbox"/> | Associate Anti-Money Laundering Professional (AAML P) | 10         | At least five hours must be earned from the topic of AML/CFT  |
| <input type="checkbox"/> | Certified Retail Wealth Professional (CRWP)           | 10         | At least three CPD hours must be earned from:<br>- compliance,<br>- code of conduct<br>- professional ethics<br>- risk management |
| <input type="checkbox"/> | Associate Retail Wealth Professional (ARWP)           | 10         |   |
| <input type="checkbox"/> | Associate Cybersecurity Professional (ACsP)           | 20/120     | A minimum of 20 CPD hours each year and a minimum of 120 CPD hours over every 3 years period.                                     |

- \* CPD requirement on a pro-rate basis is applied to CB, CB (Stage II), CB (Stage I) and CFMP holders
- \* For ECF certification holders (ie CAMLP, AAML P, CRWP, ARWP and ACsP), CPD requirements will be waived for the first calendar year (ending 31 December) of certification and grandfathering.
- \* For ACsP holders, a minimum of 20 CPD hours each year and a minimum of 120 CPD hours over every 3 years period is required.



### Part C: CPD Declaration

- I declare that I **have fulfilled** the minimum CPD requirement for 2019
- I declare that I **have not fulfilled** the minimum CPD requirement for 2019 and understand that my professional designation(s) will be suspended during 2020

## **Before submitting the declaration form, please ensure that:**

- ✓ You have read the “Notes on CPD requirements for Professional Members”.
- ✓ I have reviewed the requirements in the HKIB CPD Scheme. I have also read and understood the above.
- ✓ I confirm that the information provided is true and accurate.

**Signature:** \_\_\_\_\_

**Date (dd/mm/yyyy):** \_\_\_\_\_

## **Notes on CPD requirements for Professional Members/ECF Certification holders**

The HKIB CPD Scheme was implemented in 2010 and is updated in 2019.

1. Qualified CPD activities must be relevant to the professional development of a banking and finance professional with the following scopes\*
  - compliance, code of conduct, professional ethics or risk management
  - banking and financial knowledge
  - economics
  - accounting
  - legal principles
  - business and people management
  - language and information technology

\* For AAML/CAML holders, relevant topics of qualified CPD activities include AML/CFT, compliance (including financial crime compliance), legal and regulatory requirements, risk management or ethics.
2. Qualified CPD activities within the above scopes include:
  - HKIB CPD/CPT activities
  - HKIB e-learning courses
  - CPD/CPT courses organised / formally accredited by professional bodies, financial regulatory bodies or authorized institutions for their own CPD/CPT programmes
  - Serving as a judge for HKIB Awards
  - Writing of published technical research articles, papers or books
  - Teaching / delivering speeches
  - Serving as a member of committees and working groups of HKIB, government bodies or any other relevant professional bodies
  - Community / voluntary activities
  - Mentoring scheme appointed by tertiary institutes, government bodies or professional bodies as a Mentor
3. Unless otherwise specified, one hour of a qualified CPD activity will be counted as one CPD hour under normal circumstances.
4. CPD activities lacking proof of attendance or assessment record for verification may not be counted.
5. Details of the HKIB CPD Scheme can be found in the “HKIB CPD Requirements” section in the “Membership” section at [www.hkib.org](http://www.hkib.org).

**Please return the CPD Declaration Form together with the Membership Renewal Form to HKIB by**

Fax ((852) 2544 9946) / Email ([membership@hkib.org](mailto:membership@hkib.org))

Mail (3/F, Guangdong Investment Tower, 148 Connaught Road Central, HK)

Mem-G-015

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