



· INSTITUTE · OF · HISTORIC ·  
BUILDING · CONSERVATION

*The home of the conservation professional*

## THE INSTITUTE OF HISTORIC BUILDING CONSERVATION

### **IHBC – RECOGNITION OF CPD COMPLIANCE IN TRAINING, COURSE AND LECTURE PROGRAMMES OR EVENTS (050207)**

#### **Procedure**

Courses, training and lecture programmes etc., may be formally recognised by the IHBC as being capable of contributing to the obligatory CPD requirements of a Full Member of the Institute. As such they are deemed to be 'CPD compliant' for the IHBC.

Any CPD-compliant programme will have the capacity to address in part or in whole the CPD needs of a Full Member of the IHBC in line with the general terms of the CPD procedure outlined in our web-based guidance ([http://www.ihbc.org.uk/cpd\\_downloads.htm](http://www.ihbc.org.uk/cpd_downloads.htm)). It is the sole responsibility of the IHBC member to ensure relevance to their own CPD needs. IHBC's monitoring of CPD will provide the regulatory infrastructure. Templates of CPD forms are available on the web.

Recognition of CPD compliance is achieved by e-mail submission of a draft programme or other information to the IHBC's Membership Services Officer ([membershipservices@ihbc.org.uk](mailto:membershipservices@ihbc.org.uk)), or by another form of assessment agreed with the IHBC Director ([director@ihbc.org.uk](mailto:director@ihbc.org.uk)) on behalf of the appropriate committee (Education Training and Standards).

#### **Advertisement**

The formal phrasing for recognition of CPD-compliant programmes is:

*'The IHBC recognises that this programme may provide part of the compulsory CPD requirements of a Full Member'*

The IHBC also recognises that it is not always possible to provide such a full description of CPD compliance, and so may use the following phrases, or similar,

*'Recognised by the IHBC for CPD (see [www.ihbc.org.uk](http://www.ihbc.org.uk))'*

or

*'IHBC CPD (see [www.ihbc.org.uk](http://www.ihbc.org.uk))'*

Any IHBC CPD-compliant course may carry the IHBC's logo, which can be supplied on request at the time of formal recognition.

**ANY EDUCATIONAL PROGRAMME ALREADY FORMALLY RECOGNISED BY IHBC AS ADDRESSING ONE OR MORE OF THE IHBC'S COMPETENCES CAN ADVERTISE ANY DISCRETE PART OF THAT PROGRAMME AS BEING CPD-COMPLIANT FOR THE INSTITUTE'S MEMBERS**

#### **Further Information**

Information on all IHBC's procedures are carried on our website. Please contact the IHBC's Director or Membership Services Officer (addresses above) for any further details.