



## CPD Bulletin # 4

### Waivers

**Effective: January 1, 2008**

**(Note: This Policy has been approved by the Professional Development Committee (the “Committee”) and is subject to review and possible change from time to time.)**

#### **General**

Pursuant to the provisions of Bylaw 70, the Committee has the power to except or reduce the PD requirements of individual members or classes of members. In that regard, the Committee has identified the following as being entitled to special attention:

- Any Member who establishes to the satisfaction of the Committee special and extraordinary circumstances which warrant some form of relief; and
- Members who fall into either of the following classes:
  - Members who are inactive; or
  - Members who are on temporary leave from the workforce.

#### **Class – Inactive members**

This class includes those Members who have retired and therefore are not engaged in public practice or business or employed in public practice, industry or in the educational, not-for-profit or public sectors.

These Members are not required to complete the mandatory PD learning activities as set out in Bylaw 70 nor are they required to file a PD report on an annual basis.

#### **Class – Temporary leave**

This class includes Members who are on temporary leave from the workforce by reason of care-giving (whether children or other family members) or personal illness. In other words, it recognizes that for personal reasons a Member may be confronted with challenges in being able to make the time commitment to meet the PD requirements.

In these situations, Members who qualify will be granted a waiver for the equivalent of 1 year’s annual minimum requirement. Further, the 3 year reporting cycle minimums will be reduced to:

Total hours - 80

Verifiable hours – 40

In situations where the temporary leave extends beyond 1 year, the Committee will consider extending the waiver; however, in conjunction with the Member’s re-entering the workforce, the Member will be required to submit a PD plan to the Committee for approval. The Committee will review the circumstances and determine what level of PD learning activity is appropriate.

These Members are required to file a PD report on an annual basis.