

<b>Category of CPD Activities for General Insurance Industry</b>			
<b>Category</b>	<b>Activities</b>	<b>Number of CPD Hours Granted</b>	<b>Capping of Hours</b>
1	<b>Conventions and Conferences</b> Those presented by SCI or other training providers [Supporting documents(s) required: Certificate of Attendance]	4 CPD hours will be granted per convention/conference day ** Participants must achieve at least 75% attendance	Maximum 50% of total CPD training hours
2	<b>External Courses, Seminars, Workshops, Lectures</b> Courses that cover the range of topics appropriate to the broad spectrum of general insurance interests and specialty areas, and other areas that will enhance the competence level of the FEOs. Include classroom based. [Supporting document(s) required:Certificate of Attendance]	1 CPD hour will be granted for 1 hour of the seminar/course ** Participants must achieve at least 75% attendance	No Capping
3	<b>Industry discussion groups, forums</b> [Supporting document(s) required:Certificate of Attendance/Brief Synopsis on discussion]	1 CPD hour will be granted for 1 hour of discussion group/forum meeting	Maximum 50% of total CPD training hours
4	<b>Insurance courses and tutorials</b> conducted by colleges, universities and academic institutions leading to approved academic qualifications / degrees / diplomas / certificates. Includes study towards associateship and/or fellowship accreditation. [Supporting document(s) required:Copies of Certificate/Scrolls]	1 CPD hour will be granted for 1 hour of training	No Capping
5	<b>Insurance courses and tutorials (self-study)</b> FEO who chooses not to attend tutorials (ie, self-studies) but passes the examination.	8 CPD hours per subject pass	No Capping
6	<b>In-house training activities (including courses, workshops, seminars &amp; conferences)</b> conducted by Insurers or Insurance brokers either by their own trainer or by external vendors, for their FEOs or intermediaries. Examples: structured on-the-job training (OJT), product training, strategic planning, staff orientation. [Supporting document(s) required:Certificate of Attendance/Employer's Acknowledgement letter]	1 CPD hour will be granted for 1 hour of In-house course ** Participants must achieve at least 75% attendance	No Capping
7	<b>E-learning</b> Open Learning Programs (E-learning, Computer-based learning, Audio/Visual, etc) Approved learning option by Companies/Principles' Training Department subject to the following criteria : 1) Program selection are based on individual learning needs 2) Non-repeated; i.e. no CPD hours have been clocked for the same program before 3) Course duration are based on providers' specification 4) Knowledge gained are assessed through examination administered by the Training Dept or inherent tracking systems for E-learning programs 5) Achieve at least 75% pass in assessment	1 CPD hour will be granted for 1 hour of E-learning	No Capping
8	<b>Working Committees and Council/Board members</b> for GIA, SIBA, SII and SCI for at least six months. [Supporting document(s) required: Appointment/Acknowledgement letter]	8 CPD hours per committee will be granted for: I. Being a committee/council member of GIA, SIBA, SII and SCI and II. Serving in one of the following sub-committees. For example: a) Motor Committee b) Workmen's & Others Committee c) Training and Education Committee	Maximum 50% of total CPD training hours
9	<b>Trainers</b> Speaking, teaching or moderating on a events relating to general insurance. [Supporting document(s) required: Appointment/Acknowledgement letter]	1 hour of training will be granted 3 CPD hours for each initial run of programme. 1 CPD hour will be granted for each training hour for subsequent sessions. ** No additional CPD hours may be earned for preparation time for repeat teaching/speaking/moderating assignments.	Maximum 50% total CPD training hours
10	<b>Other Activities</b>	To be Decided by CPD Assessment Committee on a case-by-case basis	No Capping

Note: Migration of FEO from Company A to Company B - allow 100% of the CPD hours undergone with Company A to be carried over to Company B. Additionally, FEO needs to be trained on Company B's products and procedures. New entrants who join on or after 1st October are not required to clock CPD hours during the first year. Clocking of CPD hours will commence from January of the following year.