

INDIVIDUAL PROFESSIONAL DEVELOPMENT FORM

I, the undersigned (first name, last name).....

CAFR member card no.

Declare on my sole responsibility that I have fulfilled the continuous professional development requirements for the year, as follows:

I. Mandatory continuous professional development for the activities stated in art. 3 para.(3) lit. b)-e) of the GEO 75/1999 (20 hours) on financial audit, republished, as subsequently amended and supplemented:

- attendance to the annual mandatory courses, held by the Chamber:
- e-learning system, period **OR**
- classic system (classroom courses), period.....

II. Optional continuous professional development (20 hours):

- attendance to courses/seminars in the field – the number of respective hours attended are equated.** I am enclosing the attendance certificate/diploma/attestation, as the case may be.
- conducting courses in the field, as a trainer/lecturer –20 hours are equated.** I am enclosing an attestation from the employer/ a solemn declaration in this regard.
- participating in the activity of a Chamber’s working group or of any professional commission appointed at CAFR level – 10 hours/meeting are equated.** I am enclosing an attestation proving my capacity of member of that professional working group/ commission established at the level of
- participating in congresses or conferences held by the Chamber or by other national or international professional bodies in the field (IFAC member bodies) – 6 hours for each specific manifestation are equated.** I am enclosing the attendance certificate/ diploma/ electronic attendance confirmation, as the case may be.
- Participating in professional courses, held by national or international professional bodies in the field – the number or respective hours is equated.** I am enclosing the attestation/certificate/diploma, as the case may be.
- participating in postgraduate studies, master or PhD in the field –20 hours are equated.** I am enclosing the attestation/ attendance certificate/ diploma, as the case may be.
- publishing a book in the field– 20 hours are equated.** I am enclosing my solemn declaration, comprising the following specifications: title of the book, author(s), publishing house, year of publication, ISBN.
- activity performed as a practical training tutor – 5 hours are equated for every trainee.** I am enclosing the practical training tutor’s report on the annual activity carried out together with the trainee.
- preparing, publishing and reviewing specialised materials (the document shall have at least 3 pages) – 5 hours/ 3 pages of material are equated.** I am enclosing copies of the specific published materials.
- participating in the publication of studies/research papers/reports/specialized pieces of legislation (the document shall have at least 2 pages) – 5 hours/2 pages of material are equated.** I am enclosing a certificate attesting my involvement in the material materialulului.

Date

Signature

This form shall be filled annually and shall be submitted by January 31st of each year.