

Continuing Professional Development Scheme

Points to Note

CPD activities are provided for valid licence holders only

The EAA CPD activities are only provided for those who hold a valid licence. Please ensure your licence **is valid** on the day of the activity, otherwise, no hyperlink for the webinar will be assigned. (Applications for the renewal of licence shall be made not more than three months and not less than one month prior to the expiration of the licence). The CPD point(s) earned will be cancelled if his/her licence is invalid on the day of the activity (e.g. licence expired).

Licences attached with a condition

For licensees whose licences have been attached with a condition requiring them to attend and complete activities under the EAA CPD Scheme “Compliance and Effective Management” category by way of **seminars or lectures** only and thereby acquire a certain number of CPD points within a certain period of time (“CPD Condition”), please note that the CPD points acquired from any **Webinars/Online Training Classes** will **NOT be counted** as fulfilling the above CPD Condition.

Reduction of CPD points

If a participant has not attended a webinar/online training class in full, the CPD points awarded shall be reduced. For example, if a webinar carries 3 CPD points, one CPD point will be deducted where a participant is absent for any reason from the activity for 15 minutes or more cumulatively and no CPD point will be awarded if so absent for over 1 hour.

There will be electronic voting (e-polling) during the webinar, participant needs to vote for attendance taking. If participant failed to vote, the EAA will deduct the CPD point(s) where appropriate.

Bad weather arrangement

If the Tropical Cyclone Warning Signal No.8 or above / Black Rainstorm Warning Signal is hoisted or likely to be hoisted at / after 6:30am (for morning activities) or at / after 12:00noon (for afternoon activities) as announced by the Hong Kong Observatory, the activity will be cancelled. The EAA would inform participants the alternative arrangement of the activity in due course.

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