



AIFST CPD PROGRAM ACTIVITIES RECORD

Recording your activities for the AIFST CPD program can be done by completing this form and sending it to education@aifst.com.au. Please provide copies of any available attendance records or certificates.

Chose activities that align with your career.

Consider:

- a) your technical needs in your current role
- b) your aspirations regarding potential career progression
- c) your skills and interests essential to your work requirements
- d) skills that might assist you in the broader work force environment.

Core activities are those which involve gaining knowledge and skills in areas directly related to food science and technology. Each activity counts as a minimum of **one unit**.

Supporting activities involve:

- 1) gaining knowledge and skills in areas necessary to undertake your role but may not be directly related to food science and technology **OR**
- 2) assist in enhancing your career opportunities **OR**
- 3) provide people or self-management skills

Each activity counts as a minimum of **0.5 unit**

The program requires a minimum of **20 units per year in total for CPD**. A complete CPD program for **one year should consist of minimum of 10 Core CPD units**.

Eligible Activities

- Formal education courses
- Conferences and meetings
- Virtual or on line activities
- Employer-sponsored in-house courses
- Presentations and papers
- Individual learning activities
- Service to the Institute
- Mentoring activities
- Webinars
- Working groups

Reading of technical articles and journals is an accepted supporting activity, but this should not contribute more than a maximum of 25% of the total CPD.

For a detailed list of relevant activities please contact the Education and CPD Manager at education@aifst.com.au or see Appendix One: Eligible Activities document via the AIFST website.

Member Name: _____

Email Address: _____

Date of Activity: _____

Topic: _____

Provider: _____

Certificate or Evidence Provided (Please Circle): YES / NO

Please provide scan or photograph with the record

Core or Supporting Unit: _____

Time Spent in Activity: _____