

Formal CPD for an engineer/technician should be holistic and related to their career development. It can be undertaken in a wide range of ways and in a variety of areas:



“ Formal CPD, is planned, structured activity that contributes to the rounded, professional development of the engineer/technician. ”

THE AIM OF CPD IS TO HAVE ENGINEERS WHO ARE:

- Up-to-date technically
- Well rounded professionally
- Capable of handling responsibility and taking initiative
- On a par with best international performance

BENEFITS FOR EMPLOYERS:

- Maximising the potential of employees
- Optimise payback from learning and development expenditures
- Creates an innovative and dynamic culture
- Better aligns business goals, team plans
- Facilitates career planning and promotion procedures
- Improves recruitment and retention of staff
- Raises the profile of the employer



Employers that inspire!

The Engineers Ireland CPD Accredited Employer standard

For more information visit
www.engineersireland.ie/cpdemployers
 email: cpdemployers@engineersireland.ie

Tel: 01-665 13 14

Engineers Ireland,
 22 Clyde Road,
 Ballsbridge,
 Dublin 4.

CPD Accredited Employer Standard

Quick Guide



An Roinn Fiontar, Trádála agus Fostaíochta
 Department of Enterprise, Trade and Employment

THE PROCESS

Formal contact between Engineers Ireland and the Employer

Agree CPD Accreditation as an Organisation Goal

Gap Analysis, review status of CPD systems and practices

Implement CPD Systems and Practices

Written Submission to Engineers Ireland

Engineers Ireland Accreditation Audit

CPD ACCREDITED EMPLOYER – Award for up to 3 years

Recognition and PR

Networking and benchmarking

Criteria 1-8: Mandatory for Accreditation

1. Internal CPD Committee

- Brings together department heads from Engineering, HR, Training and Quality.
- Ensures CPD policies/procedures implemented & responsibilities defined
- Maintains high profile of CPD in the organisation
- Reports to top management on CPD

2. Continuing Professional Development (CPD) Policy

- Covering all aspects of CPD
- Approved by senior management
- Published and well-communicated to all relevant staff

3. Performance Management & Development System

- Organisational strategy clearly communicated at departmental and individual level
- Each engineer and technician has a formal review (annually at least) with their supervisor
- A Training Needs Analysis is conducted
- Individual CPD plans produced
- Individual CPD Plans “rolled up” into an overall Organisational Training Plan

4. Formal CPD, minimum 5 days average per annum recorded

- Targeted CPD carried out in accordance with individual CPD plan
- Individual CPD records maintained and updated
- Minimum average of 5 days CPD per engineer/ technician annually

5. Mentoring for Professional Development

- A clear and well-communicated Mentoring policy
- The need for formal mentoring is assessed at all levels
- Mentoring is linked to Performance Management and PDPs
- Trained mentors work with more junior colleagues, aiding career progression and the achievement of a Professional Title e.g. Chartered Engineer

6. Linkages with Professional Institutions/Learned Bodies

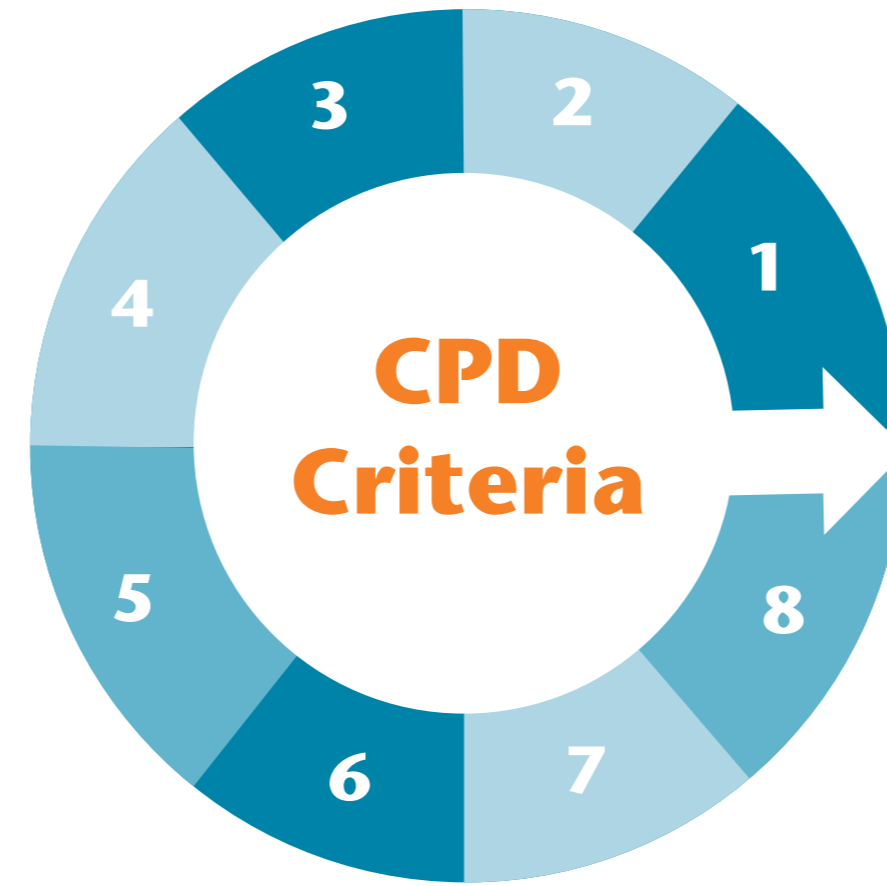
- Active participation with relevant, learned bodies
- Staff encouraged to obtain Professional Titles e.g. Chartered Engineer
- Organisations link with Third-Level institutions

7. Knowledge Sharing Activities

- Knowledge Sharing activities such as Lunch ‘n’ Learns
- Project Close-Out reports and Lessons Learned database capture important knowledge and experiences
- Staff returning from CPD events disseminate key learnings to colleagues
- Access to internet-based critical information systems e.g. IHS.

8. Evaluation of impact of CPD

- Evaluation criteria are set out for planned CPD activities
- Managers are involved in the evaluation of learning outcomes



Employers of more than 100 engineering professionals

9

10

Larger organisations with a rapid rate of change

11

12

Criteria 9-12: Advisory Best Practices

9. Postgraduate Educational activity

- Published Further Education policy, signed off by Senior Management
- Effectively communicated to all relevant staff

- Process to acquire knowledge to bridge identified ‘knowledge gaps’
- A senior director/manager responsible for Knowledge Management
- Effective use of IT to improve the quality of Knowledge Management
- Metrics and outcomes agreed for Knowledge Management activities

10. Competency Frameworks/ Talent Management

- Competency Frameworks available for all key engineering roles/grades
- Recruitment, development, engagement and deployment linked to achievement of these competencies

12. Fostering Creativity/Innovation

- Goal-orientated practices for new idea generation and problem solving
- Tools for Innovation are utilized: with good ideas welcomed, supported and rewarded
- Training in Creative-Thinking is provided
- Resources, practices and deployment of staff focus on innovation
- CPD and Innovation are linked to measurable business benefits
- Organisation structure facilitates Innovation and personal initiative

11. Advanced Knowledge practices

- Identification and mapping of important knowledge competencies, linked to key markets and overall Business Strategy
- Link competencies to advanced training programmes for CPD