

**CIHT Continuing Professional Development (CPD) Record Template**

Maintaining your CPD is a way to ensure your skills and knowledge remain up to date throughout your career and help you to address the challenges facing the sector. CPD can also assist with your career development, while giving your clients and other stakeholders confidence.

CIHT members are expected to plan, record, and reflect on their CPD activities throughout each year, to demonstrate their compliance with the CIHT Code of Conduct and the Engineering Council CPD Code for Registrants (for CEng, IEng or EngTech registered members).

Please use the table below to record your CPD activities. Some of your CPD should be focussed on transport decarbonisation (example below).

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| --- | --- |
| **Full Name:**  | **CIHT Membership No:**  |
| **Job Title:**  |
| **Date**When I did CPD Activity | **PLAN**What did you aim to learn from this activity and how was this CPDactivity specific to your current Development Action Plan? | **ACT**Details of CPD Activity (Type What/Where?) | **RECORD** Number of CPD Hours | **REFLECT**Learning OutcomeKnowledge/skills gained/applied. |
| *21/10/23* | *I aimed to improve my existing knowledge of the role that data and AI plays in achieving transport decarbonisation. This activity is linked to my DAP goal of learning more about decarbonisation so I can better support my company’s climate change pledge* | *I read the CIHT paper on the role of data and artificial intelligence in achieving transport decarbonisation* | *2* | *I developed new skills and knowledge relevant to my job role that will help me reduce or eliminate transport related carbon emissions through my daily work.* |
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