

Category of CPD Activities for General Insurance Industry			
Category	Activities	Number of CPD Hours Granted	Capping of Hours
1	Conventions and Conferences Those presented by SCI or other training providers [Supporting documents(s) required: Certificate of Attendance or proof of attendance]	4 CPD hours will be granted per convention/conference day ** Participants must achieve at least 75% attendance	Maximum 50% of total CPD training hours
2	External Courses, Seminars, Workshops, Lectures Courses that cover the range of topics appropriate to the broad spectrum of general insurance interests and specialty areas, and other areas that will enhance the competence level of the participants. Include classroom based. [Supporting document(s) required: Certificate of Attendance or proof of attendance]	1 CPD hour will be granted for 1 hour of the seminar/course ** Participants must achieve at least 75% attendance	No Capping
3	Industry discussion groups, forums [Supporting document(s) required: Certificate of Attendance or proof of attendance, and brief synopsis on discussion]	1 CPD hour will be granted for 1 hour of discussion group/forum meeting	Maximum 50% of total CPD training hours
4	Insurance courses and tutorials conducted by colleges, universities and academic institutions leading to approved academic qualifications / degrees / diplomas / certificates. Includes study towards associateship and/or fellowship accreditation. [Supporting document(s) required: certificates, transcripts, or their equivalent]	1 CPD hour will be granted for 1 hour of training	No Capping
5	Insurance courses and tutorials (self-study) Participants who choose not to attend tutorials (i.e., self-study) and pass the examination.	8 CPD hours per subject passed	No Capping
6	In-house training activities (including courses, workshops, seminars & conferences) Conducted by Insurers or Insurance brokers either by their own trainer or by external vendors. Examples: structured on-the-job training (OJT), product training, strategic planning, staff orientation. [Supporting document(s) required: Certificate of Attendance or proof of attendance]	1 CPD hour will be granted for 1 hour of In-house course ** Participants must achieve at least 75% attendance	No Capping
7	Online Learning Online Learning Programmes approved by principal or employer, and meeting these criteria: 1) Program is suited to the participant's learning needs 2) Non-repeated; i.e. CPD hours have not been clocked for the same program before 3) Course duration is based on the programme providers' specification 4) Knowledge gained is assessed through examination administered by the principal or employer, or assessment modules in the programmes Participants must achieve a result of at least 75% in the assessment.	1 CPD hour will be granted for 1 hour of online learning	No Capping
8	Working Committees and Council/Board members for GIA, SIBA, SII and SCI for at least six months. [Supporting document(s) required: Appointment/Acknowledgement letter]	8 CPD hours per committee will be granted for: I. Being a committee/council member of GIA, SIBA, SII and SCI and II. Serving in a sub-committee, workgroup, or any other similar arrangements.	Maximum 50% of total CPD training hours
9	Trainers Speaking, teaching or moderating on events relating to general insurance. [Supporting document(s) required: Appointment/Acknowledgement letter]	1 hour of training will be granted 3 CPD hours for each initial run of programme. 1 CPD hour will be granted for each training hour for subsequent sessions. ** No additional CPD hours may be earned for preparation time for repeat teaching/speaking/moderating assignments.	Maximum 50% total CPD training hours

*All categories of activities in this enclosure can be conducted online