

RECTIFICATION OF NON-COMPLIANCE CPD PLAN



1. PRACTITIONER DETAILS

Surname:	First name:
Other name:	Law Society number:
Plan for CPD Year:	Number of Units needed to comply:

DATE	DESCRIPTION/TITLE OF ACTIVITY	CODE*	PROVIDER	UNITS CLAIMED	FIELD**

2. UNDERTAKING

I declare that I have not complied with the CPD requirements. I undertake to rectify the non-compliance in the manner indicated above within 90 days of the date of submitting this rectification of non-compliance CPD plan.

Signed:	Dated (DD/MM/YYYY):
	□□ / □□ / □□□□

CODES*	COURSES/ACTIVITIES	FIELD**
CS	Conferences, seminars, workshops, lectures, courses of formal legal education (1 unit per hour)	Practitioners must include at least one CPD unit every year in each of the following fields: 1. Ethics and Professional Responsibility 2. Practice Management and Business Skills 3. Professional Skills 4. Substantive Law
DG	In-house seminars/discussion group (1 unit per hour)	
O	Online seminars (1 unit per hour)	
VA	Private Study of Video or audio material (1 unit per hour to maximum of 5 units)	
PP	Preparation/ presentation of papers at conferences, conventions, seminars or courses of formal legal education (1 unit per hour to maximum of 5 units)	
PU	Publications - 1 unit for every 1000 words or more of a published article in legal or non-legal publication - researched/prepared/edited (maximum of 5 units)	
PG	Postgraduate study (1 unit per hour)	
CM	Reasonable attendance as a committee member of professional association, designated local authority, or Law Council of Australia (maximum 3 units)	