

PEG CPD: How to accumulate 20 hours per year

Formal (PEG) hours: 10 minimum	Time allocation
Webinar or PEG in-person event attendance	Webinar/event length in hours
PEG webinar recordings	Webinar length in hours ÷ 3
PEG conference attendance	Conference sessions attended in hours
PEG conference recordings	Conference length in hours ÷ 3
Presenting a PEG webinar or conference input	Two hour presentation: 5 CPD hours Three hour presentation: 8 CPD hours
Hosting or co-hosting a Coffee Conversation	Duration x2
Writing PEGblog and <i>PEGboard</i> contributions	Up to 500 words = 2 CPD hour 500–1000 words = 3 CPD hours Over 1000 words = 4 CPD hours
Editing PEGblog and <i>PEGboard</i> contributions	Up to 500 words = 0.5 CPD hours (30 minutes) 500–1000 words = 1 CPD hour Over 1000 words = 1.5 CPD hours
Proofreading PEGblog posts or <i>PEGboard</i> articles	Up to 500 words = 0.25 CPD hours (15 minutes) 500–1000 words = 0.5 CPD hours Over 1000 words = 0.75 CPD hours (45 minutes)
Mentoring one mentee	5 CPD hours
Completing a mentorship as a mentee	3 CPD hours
PEG CPD online assessments	CPD hour per assessment (being developed)
Formal (non-PEG) hours: 10 maximum	
Relevant editing courses and courses related to working as an editor	Certificate to indicate length in hours = CPD hours
Attending relevant conferences	Certificate to indicate length in hours = CPD hours
Presenting at non-PEG webinars/conferences as an editor or proofreader	Certificate to indicate length of presentation in hours × 2 = CPD hours
Discretionary hours: 6 maximum	
PEG voluntary service: committee or regional participation, minute-taking, event or conference organising	3 actual hours = 1 'notional' CPD hour
Research, reading	5 actual hours = 1 'notional' CPD hour
Attending a Coffee Conversation or Orientation session	
Voluntary editing-related service, eg journal/newsletter editing or proofreading	

- From the end of the 2024 membership year (28 February 2025), PEG members who cannot present a portfolio of 20 CPD hours on request will be considered new members in status, hence losing the benefits of an email signature and a directory listing, and they will have to wait a year before they may write the Accreditation Test.