

PEG CPD: How to accumulate 20 hours per year

| Formal (PEG) hours: 10 minimum | Time allocation |
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| PEG webinar or PEG regional attendance (online and in-person learning events) | 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 (regional or national) or conference input | Two hour presentation: 5 CPD hours (duration x 2.5) Three hour presentation: 8 CPD hours (duration x 2.5) |
| Hosting or co-hosting a PEG webinar, Coffee Conversation, orientation or information session (introducing presenter, managing proceedings and closing) | Duration x 2 |
| Writing PEGblog and <i>PEGboard</i> contributions | Up to 500 words = 2 CPD hours 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 as a 2024 offering) |
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| 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 |
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| Discretionary hours: 6 maximum | |
| PEG voluntary service: committee participation (regional and national), 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, orientation or information session | |
| Voluntary editing-related service, eg journal/newsletter editing or proofreading | |
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- From the end of the 2024 membership year (28 February 2025), PEG members who cannot present a portfolio of 20 CPD hours for the previous year 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.