



**HONG KONG ASSOCIATION FOR TESTING,  
INSPECTION AND CERIFICATION LIMITED**  
香港測檢認證協會有限公司

**Professional Certification Scheme for Testing Personnel (PCSTP)**

Secretariat, 1/F., CMA Building, 64-66 Connaught Road Central, Hong Kong

Tel: 3652 7515

Fax: 2544 2406

Website: <http://www.hktic.org>

E-mail: [info@hktic.org](mailto:info@hktic.org)

<b>PCSTP07</b> <b><u>Guidelines for Counting Continuing Professional Development Unit (CPDU)</u></b>  (with effect from 1 May 2013)	
<b>Activities</b>	<b>CPDUs</b>
Training course, seminar or workshop on relevant topics <sup>Note1</sup> (Internal training and workshops on relevant topics are also counted <sup>Note2</sup> )	1 CPDU for candidate attending workshops or seminars which involve each contact hour.
Author or co-author of an article published in a refereed journal	30 CPDUs per article (author) 20 CPDUs per article (co-author)
Author or co-author of an relevant article published in a non-refereed journal	15 CPDUs per article (author) 10 CPDUs per article (co-author)
Speaker on relevant topics at a conference or seminar	1 CPDU per 30 minutes
Member or moderator on relevant topics at a conference, symposium or workshop	5 CPDUs per activity
Author or co-author of textbook on relevant field	30 CPDUs (author) 20 CPDUs (co-author)

Activities	CPDUs
Developer of content of a new approved courseware.	3 CPDUs per 1 hour courseware delivery
Board or committee member of testing organizations and/or government agencies Note 3	20 CPDUs (board) per annum 10 CPDUs (committee) per annum
Working and sub-committee member of testing organizations and/or government agencies Note 3	2 CPDUs for each attendance of committee meeting, maximum 10 CPDUs per annum
Examiner of PCSTP	1 CPDU for interview of one candidate applying for certified testing professional
Contribution of examination questions for PCSTP scheme Note4	0.5 CPDU for multiple choice and short questions (including answers) 1 CPDU for long questions
Development of new international test standard	30 CPDUs
Method verification of accredited new international/regional test standard (limited to 2 developers for one method) Note5	10CPDUs
Development of accredited in-house method (limited to 2 developers for one in-house method) Note5	15 CPDUs
Technical visit	0.5 CPDU per each visit hour
The above guidelines for counting CPDUs are subjected to periodic review.	
A <b>Certified Testing Technician (CTT)</b> must accrue a minimum of <b>30</b> Continuing Professional Development Units (CPDUs) during each three-year certification cycle by participating in any one or more activities as listed in the table above.	

A **Certified Testing Professional (CTP)** must accrue a minimum of **60** Continuing Professional Development Units (CPDUs) during each three-year certification cycle by participating in at least two activities (maximum CPDUs gained of any one activity is 30) as listed in the table above.

Explanatory notes:

■ Note 1:

- a) The Certification Board of PCSTP reserves the right in decision of CPDUs gained of seminar, workshop and/or courses other than those organized by Hong Kong Association of Testing, Inspection and Certification Limited (HKTIC) or approved training providers. Refer to the website [www.hktic.org](http://www.hktic.org) for lists of training courses and approved courses that CPDUs are counted.
- b) Candidates attending courses, workshop and/or seminar of similar topics could only gain CPDUs for one of these courses, workshop and/or seminar.

■ Note 2:

- a) Gaining of CPDU from internal training applies only to Certified testing Technician (CTT).
- b) Internal training should be organized in similar structure as external training with training materials, assessment and attendance or assessment certificate.
- c) Pre-approval of number of CPDUs for an internal training course should be sought from the Certification Board of PCSTP prior to commencement of the course.

■ Note 3: Testing organizations and government agencies refer to the Hong Kong Association of Testing, Inspection and Certification Limited (HKTIC), the Council of Testing and Certification (CTC), Qualification Framework (QF) and Hong Kong Accreditation Services (HKAS).

■ Note 4: CPDUs will be granted subject to acceptance and approval of the questions by the Examination Board of PCSTP.

■ Note 5: Accreditation should be granted by HKAS or accreditation body having MRA (mutual recognition agreement) with HKAS.

主辦機構  
Organised by



香港測驗認證協會有限公司

**Hong Kong Association For Testing, Inspection and Certification Ltd.**

"Any opinions, findings, conclusions or recommendations expressed in this material/event (or by members of the Project team) do not reflect the views of the Government of the Hong Kong Special Administrative Region, Trade and Industry Department or the Vetting Committee for the SME Development Fund."

“在此刊物上／活動內（或項目小組成員）表達的任何意見、研究成果、結論或建議，並不代表香港特別行政區政府、工業貿易署及中小企業發展支援基金評審委員會的觀點。”

「中小企業發展支援基金」撥款資助  
Funded by SME Development Fund



工業貿易署  
Trade and Industry Department