

CIPS Chartered Status policy:

For members taking career breaks and retirement

The requirement for Chartered Status is:

- Membership of the Chartered Institute of Procurement and Supply (CIPS)
- MCIPS or FCIPS status reflecting professional qualifications and experience
- Have a current CIPS Ethical Procurement and Supply Certificate
- 30 hours CPD recorded in the CIPS CPD Tool or a self-declaration of 30 hours CPD over the previous 12 months.

If you have a career break for:

- parental leave,
- physical or mental ill-health,
- leave of absence,
- Armed Forces Deployment

You may have an enforced break in your CPD activity.

As a Chartered Status member you may contact us to request a break in your CPD commitment. This break must be at least 3 months and can be up to 6 months. If your CPD record is selected for auditing purposes, you will be asked to provide evidence confirming your break in work.

CIPS aim is to enable you to undertake CPD which supports you within your career, whilst maintaining high standards for the profession

Examples of where CPD still plays an important part for our members who wish to retain their Chartered Status during career breaks or retirement:

Redundancy: To support your re-entry into work, we would encourage you to use CPD activities to keep you in touch with your profession and get you back up to speed. For those members experiencing redundancy you can record your research into new employers and keeping abreast of current topics from events or desk research, within your CPD. In the **CIPS Guide to CPD** (Appendix 1) there is a list which indicates the wide range of CPD activities available. These include attending branch events, catching up on hot topics by reading professional journals and web-based resources, e-learning and return-to-work inductions.

Retirement: For those members who are retired or are planning on providing consultancy services and wish to retain their Chartered Status, CPD is indispensable. Where you cease to have direct links with a specific employer, CPD ensures you keep abreast of current procurement and supply issues.

If your career break extends beyond 6 months in one 12 month period and you do not achieve your 30 CPD hours your Chartered Status will be suspended. However, as soon as you are able to provide CIPS with a CPD record for 30 hours, and have a current CIPS Ethical Procurement and Supply Certificate your Chartered Status will be reinstated.

For assistance in recording your CPD during a career break or retirement contact us at charter@cips.org