



General Circular 22/2016 (ΓΕ_23/2016)

To: All Members of the Institute
Date: 5 December 2016
Subject: CPD Declaration for 2016

Dear Colleagues

Please find herewith attached the Notification for the submission of the annual **Continuing Professional Development (CPD) declaration for the year 2016**.

The declaration for the Continuing Professional Development for the **year 2016** can be submitted easily and quickly electronically via the Institute's website from your personal account (after you log-in) at the link «**Continuous Professional Development**». Should any member wish to submit the declaration in printed form, then this may be done by one of the ways mentioned on the attached form. The CPD declaration form for 2016 must be submitted **by 31 December 2016** at the latest.

Updating of personal member's details:

You may update your personal details directly from the Institute's website from your personal account (after you log-in) at the link «**Change Profile Details**». You are kindly urged to proceed with the update of your personal details as soon as possible, so that communication with you remains unhindered.

You are kindly asked to settle the above the soonest possible of your convenience before the lapse of the deadline given. In addition, it is stressed that **this circular and attached documents will be distributed via email only** and will also be available on the Institute's website.

Please do not hesitate to contact us for any additional clarification required.

Yours sincerely

Kyriakos Iordanou
General Manager

Attachments