



Annual CPD return form

Membership number:
Full Name:
1. Please select the method by which you have undertaken your CPD requirements for 2008 (tick one of the two boxes in this section and fill in the details where appropriate).
I have undertaken my CPD requirements by following BIA's unit route. <input type="checkbox"/>
Or
I am a member of an IFAC body which is <i>fully</i> compliant with IFAC's International Education Standard (IES 7) and I have followed the CPD scheme of that body. <input type="checkbox"/>
My professional body is: _____
2. Please indicate by ticking the box if you are :
An Auditor / Practicing Member <input type="checkbox"/>
Responsible for the preparation or presentation for statutory purposes of financial statements and/or annual reports of listed companies, financial services organizations, or indeed any organization deemed to be a public interest body such as insurance companies, building societies and bank. <input type="checkbox"/>
Responsible for company secretarial work. <input type="checkbox"/>
An Accounting Officer of a company. <input type="checkbox"/>
Other (Specify): _____
3. I confirm that I have completed my CPD requirements for the year ended 31 December 2008. I have maintained and, where appropriate, developed my competence in relation to professional ethics. I confirm that the information given in this form is true and accurate.
Signature: _____ Date: _____
Please send your completed form to: BOTSWANA INSTITUTE OF ACCOUNTANTS Plot 50676, Block B, Second Floor, Fairgrounds Office Park, Private Bag 0021, Gaborone , Botswana. Phone : +267 3972 992 Fax: +267 397 2982 Email: bia@bia.org.bw