



BIA Annual CPD return form 2009

Membership number:	
Full Name:	
1. Please select the method by which you have undertaken your CPD requirements for 2009 (Tick one of the two boxes in this section and fill in the details where appropriate).	
2. I confirm that I have not complied with my CPD requirements for the year ended 31 December 2009.	<input type="checkbox"/>
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: _____	
3. Please indicate by ticking in 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 banks.	<input type="checkbox"/>
Responsible for company secretarial work.	<input type="checkbox"/>
An Accounting Officer of a company.	<input type="checkbox"/>
Other (Specify): _____	
4. I confirm that I have completed my CPD requirements for the year ended 31 December 2009. 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.	<input type="checkbox"/>
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	