

GUIDELINE ON THE CONTINUING PROFESSIONAL DEVELOPMENT (CPD) HOURS

Introduction

The Continuing Professional Development (CPD) Program for The Academy of Risk Management Malaysia (ARiMM) applies to all members with effect from 1st January 2026 where the training hours and related requirements stipulated in the Guidelines must be complied with.

Continuous Professional Development (CPD) is the ongoing process of maintaining, improving, and broadening a person's knowledge, skills, and competencies throughout their professional career. It goes beyond initial education and training, ensuring individuals remain effective, relevant, and up to date in their field.

Objectives of CPD

- Maintain professional competence.
- Adapt to industry changes and new standards.
- Enhance career progression and employability.
- Support ethical and high-quality professional practice.

In short, CPD ensures professionals stay competent, credible, and capable in a constantly evolving work environment.

Continuous Professional Development (CPD) Policy

This Policy establishes the minimum requirements and framework for Continuous Professional Development (CPD) to ensure that all members maintain and enhance their professional competence in line with ARiMM requirements.

For this Policy, the following applies.

- Continuous Professional Development (CPD) refers to the ongoing process of acquiring, maintaining, and enhancing knowledge, skills, and professional competencies throughout one's career.
- CPD Hours refer to the number of verifiable learning hours spent on structured or unstructured professional development activities.

Policy Requirements

Minimum CPD Hours

All applicable members shall complete a minimum CPD hours per annum as per membership categories.

Membership category	Type of Membership	Minimum CPD Hours
Professional	Associate Member	20 hours
	Certified Member	30 hours
	Fellow	30 hours
Affiliate/Honorary/ Student		No requirement

CPD Monitoring Period

CPD hours are recorded by calendar year, from 1 January to 31 December.

No-Carry Forward of CPD Hours

Any CPD hours accrued more than the annual minimum requirement shall not be carried forward to the subsequent year.

Compliance and Monitoring

The ARiMM Secretariat will oversee compliance with this Policy. Members are responsible for maintaining accurate records and providing evidence of CPD activities where required.

Guidance Notes for Continuing Professional Development (CPD) Record

No.	Type of Activities	Verification Method	CPD Hours
1.	Participating in physical or virtual seminars/ Conference/ Forum organised by ARiMM or other organisations listed in appendix I	Proof of attendance Tentative program Certificate or Letter of participation	½ Day, 4 hours 1 Day, 8 hours
2	Participating in ARiMM's Level 1: Certificate in Risk Management	Letter of participation	24 hours
3.	Participating in ARiMM's Level 2: Advanced Certificate in Risk Management	Letter of participation	32 hours
4.	Performing as a lecturer, speaker, moderator or panelist on any events or training session by ARiMM or other organisations listed in appendix I	Letter of invitation	8 hours
5.	Self-learning and assessment through e-portal	Slip participation	2 hours
6.	ARiMM Annual Conference	Certificate or Letter of participation	16 hours

APPENDIX I

LIST OF ORGANISATIONS

Industrial Training and Academic Institutions (Recognised by BNM)

- Asian Institute of Chartered Bankers (AICB)
- Asian Banking School (ABS)
- Chartered Institute of Islamic Finance Professionals (CIIF)
- IBFIM
- Asia School of Business (ASB)
- International Centre for Education in Islamic Finance (INCEIF)
- INCEIF University

Associations (List derived from BNM)

- The Association of Banks in Malaysia (ABM)
- Islamic Banking and Finance Institute Malaysia (IBFIM)
- Chartered Institute of Islamic Finance Professionals (CIIF)
- Global Association of Risk Professionals (GARP)
- Institute of Risk Management (IRM)
- International Shariah Research Academy for Islamic Finance (ISRA)
- Association of Islamic Banking & Financial Institutions Malaysia
- Malaysian Investment Banking Association
- Life Insurance Association of Malaysia
- General Insurance Association of Malaysia
- Malaysian Takaful Association
- Association of Development Finance Institutions of Malaysia
- Malaysian Insurance & Takaful Brokers Association
- Association of Malaysian Loss Adjusters
- Malaysian Association of Money Services Business
- Fintech Association of Malaysia
- Association of Shariah Advisors in Islamic Finance
- Association of Financial Advisers

Industrial Training and Academic Institutions (Not in BNM list)

- Malaysian Association of Risk and Insurance Management (MARIM)
- Malaysian Institute of Accountants (MIA)
- Federation of Investment Managers Malaysia (FIMM)
- Risk and Insurance Management Association of Malaysia (RIMAM)
- Malaysian Institute of Integrity

Universities/ Privates colleges with Risk management course

- Universiti Utara Malaysia (UUM)
- Universiti Tunku Abdul Rahman (UTAR)
- Universiti Sultan Zainal Abidin (UniSZA)
- Universiti Sains Islam Malaysia (USIM)
- University of Wollongong Malaysia
- Universiti Tun Abdul Razak (UNIRAZAK)
- Sunway College
- ICAN College
- International Islamic College (IIC)

**Please reconfirm with ARiMM if there any organisations are not in the list above*