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Title: CPE Log Form
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Confidentiality: Public
Reference No: CD-FO-28

Continuing Professional Education (CPE) Log

Name: _____ Renewal Period: _____ Certificate Nr.: _____ Signature: _____

Date	Subject Matter Area ¹	CPE Provider	Title of CPE Event	Details of the Activity	Hours
Total CPE Hours:					

If you need more space to list courses, you may copy this page and enclose the additional sheets. Logs that are incomplete, unsigned or calculated incorrectly will be deemed deficient and rejected.

Candidate Declaration:

I hereby confirm that the information provided herein is accurate, correct and complete and that the documents submitted along with this log are genuine.

¹ Information Security, Business Continuity, Audit, Compliance, or Management Systems.



Author: Certification Manager
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Title: TRECCERT Continuing Professional Education (CPE) Log
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Continuing Professional Education (CPE) Instructions

TRECCERT requires candidates to adhere to the Continuing Professional Education Program, by requesting candidates to present evidence of their continual professional development and pay the maintenance fee annually or triannually. Through this program, TRECCERT evaluates that the candidates:

- Maintain the competencies through an update of existing knowledge and skills in the area in which they are certified.
- Maintain pace with current standards.
- Maintain and enhance the knowledge and skills necessary to provide professional services that are up to date.
- Maintain increased public confidence in their profession.

How to Recertify?

To maintain and be eligible to renew TRECCERT credentials, candidates are required to:

1. Earn at least 90 CPE credits during the three-year recertification cycle (30 CPEs per year, recommended).
2. Submit the CPE log to certification@treccert.com annually, within the first month of the year for the CPE earned (if applicable) during the previous year.
3. Ensure the annual maintenance fee (AMF) is paid upon submitting the CPE report.
4. Maintain a record of CPE activities, credits and related evidence.

Note: For more information about the recertification requirements, you can request from certification@treccert.com the Candidate Handbook of the chosen credential.