



持續專業進修（CPD）規則及要求  
由 2026 年 1 月 1 日起生效



本規則由二零二六年一月一日起生效。

本規則由標準與規管委員會根據理事會所授予之權限而制定。

為免產生歧義，特此澄清，本規則乃《RICS 細則 (Bye-Laws)》所界定之「規則」。

## 詞彙表

詞彙	定義
Adequate 充分性	Continuing professional development (CPD) activities that are sufficient to maintain and improve a member's professional competence, and fulfil their identified learning needs, in the given year. Sufficiency includes consideration of duration, quality and volume, given the knowledge, skills, experience and role of the member. 持續專業進修 (CPD) 活動，乃指會員於某一年度內所進行的學習活動，用以維持及提升其專業勝任能力，並應切合其已識別的學習需要。在判斷 CPD 活動是否充份時，須綜合考慮會員的知識水平、技能、經驗及其職務角色，並同時兼顧活動的時數、質素及數量。
Administrative action 行政措施	Action taken by the Head of Regulation within their designated delegated powers. 由規管負責人於其獲授權的職權範圍內所採取的行政安排。
Appropriate 適切性	CPD activities that are suitable for a member's level of professional responsibilities, career stage and level of experience. CPD activities undertaken should align with identified learning needs. Suitability includes consideration of delivery method, style, technical content and level of complexity. 指 CPD 活動須與會員所承擔的專業職責、所處的職業階段及其經驗水平相符，並與其已識別的學習需要保持一致。在判斷其適切性時，須綜合考慮 CPD 活動的實施方式、形式、技術內容及其複雜程度。
Disciplinary action 紀律處分	Action taken by a Single Member or a Disciplinary Panel of the Regulatory Tribunal. 由規管法庭的單一委員或紀律小組所作出的紀律處分決定。
Learning outcome 學習成果	A specific, measurable statement describing what the member knows, understands or is able to do as a result of the CPD activity undertaken. 乃指會員於完成某項 CPD 活動後，在知識、理解或能力方面所達致的具體且可量度的成果。
Member 會員	Fellows, professional members and non-chartered members (but not honorary members). 乃指資深會員、專業會員及非特許會員，不包括榮譽會員。

Partial exemption 部分豁免	<p>A reduction in the number of required CPD hours, activities or categories, rather than removing the CPD requirement entirely.</p> <p>A partial exemption requires members to complete and record at least 10 hours of CPD per year and cover the mandatory topics.</p> <p>乃指就須完成的 CPD 時數、活動數量或活動類別作出減免，而非全面豁免 CPD 之要求。</p> <p>獲部分豁免的會員仍須於每一年度最少完成並記錄十小時 CPD，並須涵蓋必修課題。</p>
Relevant 相關性	<p>CPD activities that are directly connected to a member's professional role, area of practice and/or identified career development goals, such as a valuer undertaking training on the updated <a href="#">RICS Valuation – Global Standards</a>.</p> <p>乃指與會員之專業職務、執業範疇，及 / 或已識別的職業發展目標直接相關的 CPD 活動。例如：估值師參與有關最新《<a href="#">RICS 估值——全球标准</a>》的培訓。</p>
<a href="#">RICS My Account</a> <a href="#">RICS 會員帳戶</a>	<p>RICS' secure online member portal, where professionals can access and manage their membership information, record their CPD activities, and access learning resources and much more information from RICS.</p> <p>RICS 的安全網上會員平台讓專業人士可隨時查閱及管理其會員資料及 CPD 活動，並取得由 RICS 提供的學習資源及其他相關資訊。</p>
Structured learning 結構化學習	<p>Learning activities where learning outcomes can be easily identified and where the member will enhance their knowledge of a particular subject or their professional skills in a way that is relevant to their work.</p> <p>Typically this includes webinars, seminars, conferences, lectures and workshops, but not 'keep up to date' reading or listening to podcasts.</p> <p>指能夠讓學習成果清晰可辨、協助會員在特定主題上提升專業知識或技能，並與其工作範疇相關的學習活動。此類活動通常包括網絡研討會、研討會、會議、講座及工作坊；但不包括僅用於「保持更新」的閱讀材料或收聽播客等活動。</p>
Unstructured learning 非結構化學習	<p>Self-managed learning that is relevant or related to the member's professional role and has a clear learning purpose, but where there is a less guided approach to the learning content and/or learning method.</p> <p>This could include activities such as private study, on-the-job training, attendance at informal seminars or events, 'keep up to date' reading and listening to podcasts.</p> <p>指由會員自行管理的學習活動。該類學習須與會員的專業崗位相關或具一定關聯，並具備明確的學習目的，但其學習內容及 / 或學習方式未必具有明確指導。此類活動可包括自學、在職培訓、參與非正式研討會或活動，以及用於「保持更新」的閱讀或收聽播客等。</p>

## Hours, type of learning and recording deadlines

### 學時、學習類型及記錄截止日期

For each CPD year, which runs from 1 January to 31 December, members must identify, plan, undertake and record with RICS CPD that is relevant, adequate and appropriate in the context of their practice.

每個 CPD 年度由 1 月 1 日至 12 月 31 日。於每個 CPD 年度內，會員須按其執業情況識別、規劃及開展相關、充份且適切的 CPD 活動，並向 RICS 提交相關記錄。

For each CPD year, members must undertake and record a minimum of 20 hours of CPD, of which at least 10 hours must be structured.

於每個 CPD 年度內，會員須完成並記錄不少於 20 小時的 CPD，其中至少 10 小時須為結構化學習。

Members must record with RICS the CPD they have undertaken from 1 January to 31 December by 31 January of the following year at the latest. For example, CPD undertaken between 1 January and 31 December 2026 must be recorded with RICS no later than 31 January 2027.

會員須最遲於次年 1 月 31 日前，將其於當年 1 月 1 日至 12 月 31 日期間完成的 CPD 提交至 RICS。例如：於 2026 年 1 月 1 日至 12 月 31 日期間完成的 CPD，須最遲於 2027 年 1 月 31 日前提交。

For an activity to be eligible as CPD, the undertaken activity must be at least 30 minutes in duration (although smaller activities of less than 30 minutes' duration, each of which are similar in nature, can be combined and recorded together).

作為可計入 CPD 的活動，其單次時長應不少於 30 分鐘。然而，對於多項性質相似而單次時長少於 30 分鐘的活動，可予以合併後作為一次 CPD 活動記錄。

Members must record CPD with RICS digitally via [RICS My Account](#) or the official RICS mobile application.

會員須透過 [RICS 會員帳戶](#) 或 RICS 官方流動應用程式，以電子方式記錄其 CPD。

If, in any given CPD year, members undertake a structured programme of study, leading to an externally accredited award (for example a diploma or degree), which is longer than 10 hours and is eligible to be recorded as CPD, they may carry forward up to 20 hours of structured CPD. This can be recorded as up to 10 hours in each of the next two CPD years. Similar arrangements may be allowed for other structured programmes of study, with prior agreement from RICS Regulation.

如會員於某一 CPD 年度內完成了一項具結構性的學習項目，並獲取外部認可的資格或學位（例如文憑或學位），且該學習項目之時數超過 10 小時並符合 CPD 記錄要求，則可將最多 20 小時的結構化 CPD 結轉至其後的 CPD 年度，並可於隨後兩個 CPD 年度中分別記錄最多 10 小時。

在事先獲得 RICS 規管部門同意的情況下，其他具結構性的學習項目亦可適用類似的結轉安排。

## Example

### 示例

A 30-hour single structured training programme undertaken in 2026 could be recorded as:

- 10 hours of structured CPD in 2026
- 10 hours of structured CPD in 2027 and
- 10 hours of structured CPD in 2028.

一項於 2026 年完成、共 30 小時的單一結構化培訓項目，可按以下方式記錄：

- 2026 年記錄 10 小時結構化 CPD
- 2027 年記錄 10 小時結構化 CPD
- 2028 年記錄 10 小時結構化 CPD

## Mandatory topics

### 必修課題

Members must undertake and record CPD on the following stipulated mandatory topics:

- RICS' global professional and ethical standards
- AI, data and technology, and
- sustainability.

These topics are to be considered in the professional context of the work the member undertakes.

For CPD to count towards these mandatory topic requirements, it must be structured and a minimum of 1 hour in duration.

Such CPD must be undertaken and recorded on a rolling three-year basis, with each topic being covered at least once every three CPD years.

Such CPD must be recorded with RICS in the usual way, by the same 31 January deadline immediately following the CPD year.

會員須就以下規定的必修課題完成並記錄 CPD：

- RICS 全球專業與道德標準
- 人工智能、數據與資訊技術
- 可持續發展



上述課題須結合會員所從事工作的專業背景加以考慮。

如某項 CPD 須計入上述必修課題要求，該 CPD 活動必須為結構化學習，且單次時長不得少於 1 小時。

此類 CPD 須以滾動三年的方式完成及記錄，並須確保每項必修課題在每連續三個 CPD 年度內至少覆蓋一次。

相關 CPD 須按照 RICS 既定的記錄程序進行記錄，並須最遲於緊接該 CPD 年度後的 1 月 31 日前提交。

## Learning outcomes, learning needs and professional reflections 學習成果、學習需要與專業發展檢視

As part of the process of recording with RICS the CPD that has been undertaken, members must record the learning outcome(s) of each CPD activity undertaken throughout the CPD year, whether the activity is structured or unstructured.

As part of the process of recording with RICS the CPD that has been undertaken, members must also record their reflections on their professional development and learning needs as a whole. This must take the form of a single annual statement explaining:

- why the recorded CPD activities were undertaken, with particular reference to the member's current professional position and identified learning needs
- how the CPD undertaken has impacted the member's professional development, and
- how the CPD undertaken has impacted the member's plans for CPD in the following year.

會員於向 RICS 提交已完成的 CPD 時，須就其在整個 CPD 年度內完成的每一項 CPD 活動記錄相應的學習成果，無論該活動屬於結構化 CPD 或非結構化 CPD。

於向 RICS 提交已完成的 CPD 時，會員須就其整體的專業發展情況及學習需要進行回顧，並以年度綜合說明形式加以記錄。該說明應包括：

- 開展所記錄 CPD 活動的原因，並特別就會員當前的專業崗位及其已識別的學習需要加以說明；
- 已完成的 CPD 對會員專業發展所產生的影響；以及
- 已完成的 CPD 對會員下一個 CPD 年度規劃所產生的影響。

## Annual declaration

### 年度聲明

After recording with RICS CPD that at least meets the minimum requirements detailed above, members must no later than 31 January of the year following the CPD year complete and submit an annual declaration stating that they have undertaken relevant, adequate and appropriate CPD that meets RICS' requirements, and must formally submit their CPD records.

Completion of such an annual declaration and submission of CPD records is necessary to complete the CPD recording process with RICS. Failure to complete the annual declaration and/or to formally submit CPD records may lead to administrative and/or disciplinary action against the member.

The annual declaration can only be signed where the minimum 20 hours of total CPD (including 10 hours of structured CPD) and the mandatory topic requirements have been met. However, after signing the declaration, members can continue to record more CPD throughout the year if they wish to do so.

在記錄符合上述最低要求的 CPD 後，會員須於 CPD 年度結束後的次年 1 月 31 日之前，完成並提交年度聲明，同時正式提交其 CPD 記錄，以確認其已開展相關、充份且適切的 CPD 活動，並確保所完成的 CPD 符合 RICS 的要求。

完成年度聲明及正式提交 CPD 記錄，是完成 RICS CPD 記錄流程的必要步驟。若會員未完成年度聲明及 / 或未正式提交 CPD 記錄，可能會面臨行政處分及 / 或紀律處分。

年度聲明僅可於會員已完成最低 20 小時 CPD（其中至少 10 小時為結構化 CPD），並已符合必修課題要求的情況下簽署。然而，於簽署年度聲明後，如有需要，會員仍可於該年度內繼續記錄更多 CPD 活動。

## Exemptions

### 豁免

A member may apply for an exemption from these rules in any given CPD year.

Exemptions from CPD requirements should, wherever possible, be requested during the membership renewal process, in advance of the upcoming CPD year.

If members' circumstances change and the need for an exemption arises during the course of the CPD year, they may apply for an exemption via [RICS My Account](#) or by contacting RICS Regulation ([cpd@rics.org](mailto:cpd@rics.org)).

Exemptions must be requested prior to 31 December each year. For example, if recording CPD undertaken from 1 January to 31 December 2026, with a requirement to record CPD

activities undertaken by 31 January 2027, any request for exemption must be made by 31 December 2026 at the latest. Any requests for an exemption after this date are subject to the discretion of the Head of Regulation.

If an exemption applies for less than 6 months of a given CPD year, the member must still meet the CPD requirements for that CPD year. Only members with exemptions in place for 6 months or more of a CPD year are exempt from the CPD requirements for that CPD year.

It is the member's responsibility to apply for an exemption where relevant circumstances apply.

The following exemptions from these CPD rules are available. Requests for exemptions on different grounds may be considered on an exceptional basis.

會員可於任何一個 CPD 年度內，就本規則申請 CPD 要求之豁免。

如情況許可，豁免申請宜於會員續費程序中提出，並應於即將開始的 CPD 年度前完成申請。

如會員於 CPD 年度內個人情況發生變化，而因此需申請豁免，可透過 [RICS 會員帳戶](https://www.rics.org) 提交申請，或聯絡 RICS 規管部門 ([cpd@rics.org](mailto:cpd@rics.org))。

所有豁免申請須最遲於每年 12 月 31 日前提出。例如：如記錄的 CPD 涵蓋 2026 年 1 月 1 日至 12 月 31 日，並須於 2027 年 1 月 31 日前完成 CPD 記錄，任何豁免申請均須最遲於 2026 年 12 月 31 日前提交。於此日期之後提交的申請，是否受理將由規管部負責人酌情決定。

如豁免適用時間少於某一 CPD 年度中的 6 個月，會員仍須完全符合該 CPD 年度的所有 CPD 要求。只有於某一 CPD 年度內獲批不少於 6 個月豁免的會員，方可免除該年度之 CPD 要求。

會員有責任在適用情況下提出 CPD 豁免申請。

以下列出了可適用的 CPD 豁免情形；基於其他原因的豁免申請，亦可於特殊情況下酌情考慮。

Exemption type 豁免類型	Definition 定義	Exemption status 豁免情況
Exceptional hardship/ LionHeart  特殊困難/ LionHeart 支援	Personal circumstances considered on a case-by-case basis.  如因個人特殊情況而申請豁免，相關情形將按個案逐一評估。	Full CPD exemption. 完全豁免 CPD 要求。



Retired 退休	<p>Professionals who are no longer working for remuneration in any capacity, and who do not expect to return to work for remuneration in the future.</p> <p>This exemption is not available to retired members who carry out work as APC assessors; such individuals must meet the CPD requirements set out in these rules.</p> <p>指已不再以任何形式從事任何有報酬工作的專業人士，且預期未來亦不會重新從事任何有報酬的工作。</p> <p>此項豁免不適用於以 APC 評核員身份繼續履行相關工作的退休會員；該等人士仍須遵守本規則所訂明的 CPD 要求。</p>	Full CPD exemption. 完全豁免 CPD 要求。
Ill health 健康狀況不佳	<p>Professionals who are currently unable to work due to serious ill health, incapacity or disability.</p> <p>指因嚴重健康問題、失去工作能力或殘疾而目前無法從事工作的專業人士。</p>	<p>Full CPD exemption for duration of ill health/incapacity. To be reviewed/reapplied for each member subscription and CPD year.</p> <p>於會員罹患健康狀況不佳 / 喪失工作能力期間，可獲完全豁免 CPD 要求。相關豁免須於每個會員續費年度及 CPD 年度進行審核或重新申請。</p>
Exemption type 豁免類型	Definition 定義	Exemption status 豁免情況
Non-practising 非執業狀態	<p>Those who are not actively engaged in the surveying profession in any role. Active engagement in the surveying profession is interpreted widely, and includes managerial, administrative or board roles.</p> <p>指未以任何形式積極從事測量專業相關工作的個人。「積極從事測量專業」的涵義甚廣，亦包括管理、行政或董事會等相關職能。</p>	<p>May apply for full or partial exemption.</p> <p>Assessed on a case-by-case basis.</p> <p>可申請完全或部分豁免。</p> <p>豁免將按個案逐一評估。</p>

<p>Family raising/ caring, parental/ adoption leave, unemployed/ seeking work</p> <p>家庭照顧 / 育兒、產假 / 收養假、失業 / 求職中</p>	<p>Professionals who are unemployed for 6 months or more in a particular CPD year, or those taking a career break or statutory leave of at least 6 months in duration in a particular CPD year to raise a family or care for a relative, and are not providing surveying services during this period.</p> <p>指於某一 CPD 年度內，因失業已達 6 個月或以上，或因照顧家庭、育兒或照顧親屬而進行至少 6 個月的職涯中斷或法定假期，且在此期間未有提供任何測量專業服務的專業人士。</p>	<p>Full CPD exemption for first CPD year.</p> <p>If returning to work after the first 12-month period, there is no further exemption in respect of this period of unemployment/statutory leave.</p> <p>If not returning to work after the first 12-month period, they are automatically eligible for a partial exemption.</p> <p>Members absent from work after an initial 12-month full exemption may apply for a further full exemption rather than a partial one, which will be determined on a case-by-case basis.</p> <p>於首個 CPD 年度可獲完全豁免 CPD 要求。</p> <p>如於首個 12 個月期間後重返工作，則就該段失業／法定假期期間不再享有進一步的豁免。</p> <p>如於首個 12 個月期間後仍未重返工作，則可自動符合部分豁免資格。</p> <p>在首個 12 個月的完全豁免期後，如會員仍未重返工作，亦可申請進一步的完全豁免，而非僅獲部分豁免；此類申請將按個案逐一審批。</p>
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## Monitoring and investigating compliance

### 監察及調查合規情況

Each year, a percentage of members will have their CPD records reviewed in detail to assess whether they meet RICS' CPD requirements.

All members may be subject to random or targeted reviews in order to monitor and review compliance with these rules.

Reviews of CPD records may be carried out using technology systems, including the appropriate use of artificial intelligence systems as well as additional human involvement. An RICS member panel may also be appointed for the purpose of conducting CPD record reviews.

Breaches of these rules may result in administrative and/or disciplinary action.

每年將有一定比例的會員，其 CPD 記錄會接受詳細審查，以評估其是否符合 RICS 的 CPD 要求。

所有會員均可能接受隨機或針對性的審查，以監察及檢視其是否遵守本規則。

CPD 記錄的審查可透過科技系統進行，包括適當使用人工智能系統及額外的人手參與。RICS 亦可委任會員小組負責進行 CPD 記錄審查。

如有違反本規則的情況，會員可能會受到行政處分及／或紀律處分。

# Delivering confidence

## 締造信心

We are RICS. As a member-led chartered professional body working in the public interest, we uphold the highest technical and ethical standards.

我們是 RICS。作為一個由會員主導、以公共利益為宗旨的特許專業團體，我們恪守最高的技術及專業道德標準。

We inspire professionalism, advance knowledge and support our members across global markets to make an effective contribution for the benefit of society. We independently regulate our members in the management of land, real estate, construction and infrastructure. Our work with others supports their professional practice and pioneers a natural and built environment that is sustainable, resilient and inclusive for all.

我們啟迪專業精神、推動知識進步，並在全球市場支援會員，使其能為社會福祉作出有效貢獻。我們在土地、房地產、建築及基礎設施管理領域，對會員進行獨立監管。我們與各界協作，以支援其專業實務，並共同推動自然與建成環境邁向可持續、具韌性且更具包容性的未來。

Enquiries 聯絡電郵 [contactrics@rics.org](mailto:contactrics@rics.org)



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