**Additional CPD information for Assessors and Internal Verifiers of SVQ Learning and Development Units**

***Use this document to support your CPD record to confirm how you reflect on your current Assessor and IV practice and plan activities to ensure your practice is in line with current Assessor and/or IV national occupational standards (Requirement of Learning and Development Assessment Strategy)***

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| **Name:** |
| **Covering the period:** |
| **Signature and date:** |

|  |  |
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| **What you have to do (Reflection)** | **Your Evidence** |
| 1. **Identify what you need to know or do to keep your assessment and/or IV practice up to date:**  * What assessor and/or IV qualification do you currently hold * How do you ensure that your assessor and/or IV practice is in line with current assessment and internal verification occupational standards, i.e., Units L&D9D, L&D9 DI and L&D11 respectively? * Identify and critically reflect on own beliefs and attitudes, and how these influence your own practice |  |
| 1. **Find out about your current levels of performance (Reflection):**  * Seek feedback, collect information, and reflect this against your own performance * Assess the extent your own practice is inclusive and how well you promote equality and diversity. * Review and evaluate your own skills, knowledge and practice against available information |  |

Your CPD plan (what you must do, with target dates for achievement) should be included here. A record of relevant activities which correspond to your plan should be shown in your CPD record.