

General guidelines for organizing CPE Programmes in Offline/Physical Mode:-

1. During CPE meeting, audience should be minimized and that too as per the parameters laid down for the social distancing. All Do's and Don'ts as applicable for health and sanitization measures including thermal scanning, disinfectant fogging and other means be ensured. All precautions/Guidelines must be followed as prescribed in SOP on preventive measures to contain spread of COVID-19 as issued by Central Government/Ministry of Health & Family Welfare/State Government and Local Authorities and being amended time to time.
2. Only participants who are fit to attend CPE meetings and are not carrying any symptoms of fever, cough etc. should attend meetings. It is further advised that participants who are at higher risk i.e. pregnant women/senior members and who have underlying medical conditions, to take extra precautions.
3. The maximum gathering in a CPE programme is restricted to 200 participants or as allowed by Guidelines issued by Central Government/Ministry of Health & Family Welfare/State Government and Local Authorities, whichever is lower. CPE Events will be strictly organised outside the containment zones.
4. POUs should ensure that all participants should have Aarogya Setu App to be installed in their mobile phone for early detection of risks.
5. Members should also ensure that they are fit to attend such meetings and it is their responsibility to follow the guidelines issued by Authorities to contain spread of COVID-19.
6. The Minimum programme fees shall be charged as per the decision of the Council and the same is given in **Annexure 'C'**.
7. It is also clarified that the members may still continue to obtain Structured/Unstructured CPE hours through VCMs/Digital Learning Hub. Hence, Requirement of completion of 20 Structured CPE hours which is mandatory to be completed by Members below 60 years holding COP, in each calendar year, can be fulfilled through online mode (either through Digital Learning Hub or through Virtual CPE meetings including mandatory CPE hours on "Code of ethics" and "Standard on auditing") till 31st December, 2020." To clarify, if a member has earned more than 20 Structured CPE hours through Digital learning Hub and/or VCMs till 31st December, 2020, for compliance purpose, only 20 Structured CPE hours will be credited. CPE hours obtained in online mode over and above 20 Structured CPE hours shall be continue to counted as Unstructured CPE Hours for compliance purpose.

However, total Structured CPE hours obtained in physical mode (apart from online mode) shall continue to be counted as Structured CPE Hours as earlier.

8. Should there be any additional development arising out of a notification or any guidelines for attending programmes issued by Local Authority/State Government; prescribing any additional health/safety measure; the concerned organising POU may take appropriate call on such additional health and safety measures/requirements as may have been additionally put in place by the Local Authorities/State Government for compliance thereof.
9. All CPE Programme Organizing Units and members attending these programmes are also requested to ensure compliance of all preventive guidelines for Covid-19 management issued by the Central Government/Ministry of Health & Family Welfare/State Government and Local Authorities from time to time and onus of following these guidelines will be with them.