

CPD Template for the Established Practitioners Programme (EPP)

You can use this template to help:

- Keep the knowledge and skills you need to meet your duty to provide competent standards of work and service up to date (CD7 and gC39 of the BSB Handbook).
- Meet your CPD obligations (Part 4 – C of the BSB Handbook).
- Complete the CPD process, which is set out in our [CPD Guidance](#).
- Demonstrate good practice.

Your information

Name	Ali A. Adamson	CPD year	2023
Chambers/employer	Unreal Chambers	Barrister Number	<i>If known:</i> 654321
Email	AAA@unrealchambers.co.uk		
Area(s) of practice	<i>Select all that apply:</i> <input type="checkbox"/> Admiralty <input type="checkbox"/> Chancery <input type="checkbox"/> Commercial and Financial Services <input type="checkbox"/> Competition	<input type="checkbox"/> Insolvency <input type="checkbox"/> Intellectual property <input checked="" type="checkbox"/> International <input type="checkbox"/> Landlord & tenant	

	<input type="checkbox"/> Construction <input checked="" type="checkbox"/> Crime <input type="checkbox"/> Defamation <input checked="" type="checkbox"/> Employment <input type="checkbox"/> European <input type="checkbox"/> Family <input type="checkbox"/> Immigration	<input type="checkbox"/> Licensing <input type="checkbox"/> Other common law <input checked="" type="checkbox"/> Personal injury <input type="checkbox"/> Planning <input type="checkbox"/> Professional discipline <input checked="" type="checkbox"/> Professional negligence <input type="checkbox"/> Public law <input type="checkbox"/> Revenue <input type="checkbox"/> Other (please specify)
Type of practice	<i>Select all that apply:</i> <input type="checkbox"/> Self-employed - sole practitioner <input checked="" type="checkbox"/> Self-employed - full tenant/member of chambers <input type="checkbox"/> Self-employed - door tenant of chambers <input type="checkbox"/> Self-employed - probationary tenant, or 'squatter'	<input checked="" type="checkbox"/> Dual capacity barrister <input type="checkbox"/> Employed barrister <input type="checkbox"/> Public access barrister <input type="checkbox"/> Other (please specify)
Role in practice	<i>Select any that apply:</i> <input type="checkbox"/> Head of chambers <input type="checkbox"/> Pupil supervisor <input type="checkbox"/> Line manager <input checked="" type="checkbox"/> Owner of a BSB entity	<input checked="" type="checkbox"/> Manager of a BSB entity <input type="checkbox"/> Employee of a BSB entity <input type="checkbox"/> Other e.g. management or leadership responsibilities (please specify)

Stage 1 – Review.

You may use our [CPD Guidance](#) to help complete this section.

Area	Learning objective	How did you identify this objective?	What type(s) of CPD activities do you plan to complete?
<p><i>Select all that apply:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Legal knowledge and skills <input type="checkbox"/> Advocacy <input type="checkbox"/> Practice management <input type="checkbox"/> Working with clients and others <input type="checkbox"/> Ethics, professionalism, and judgement <input type="checkbox"/> Other (please specify) 	<p>LO1</p> <p>To deepen my understanding of the international law aspect of my practice, in particular, the rules of evidence in the International Criminal Court (ICC).</p>	<p><i>Select all that apply:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Self-assessment <input type="checkbox"/> Peer feedback <input type="checkbox"/> Mentor feedback <input type="checkbox"/> Client feedback <input type="checkbox"/> Judicial feedback <input type="checkbox"/> Previous CPD activity <input type="checkbox"/> Other (please specify) <p>Explain <i>how</i> this helped you identify your objective:</p> <p>I identified LO1 as necessary to meet my professional goal of developing my ICC practice.</p>	<p><i>Select all that apply.</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Reading or research <input type="checkbox"/> Attending a conference/event <input checked="" type="checkbox"/> In-person training <input type="checkbox"/> Virtual training <input type="checkbox"/> Podcasts <input type="checkbox"/> Delivering lectures etc. <input type="checkbox"/> Other (please specify)
<p><i>Select all that apply:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Legal knowledge and skills <input checked="" type="checkbox"/> Advocacy <input type="checkbox"/> Practice management <input type="checkbox"/> Working with clients and others 	<p>LO2</p> <p>Refresh my advocacy skills with current best practice advocacy techniques.</p>	<p><i>Select all that apply:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Self-assessment <input type="checkbox"/> Peer feedback <input type="checkbox"/> Mentor feedback <input type="checkbox"/> Client feedback <input type="checkbox"/> Judicial feedback <input type="checkbox"/> Previous CPD activity <input type="checkbox"/> Other (please specify) 	<p><i>Select all that apply.</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Reading or research <input type="checkbox"/> Attending a conference/event <input checked="" type="checkbox"/> In-person training <input checked="" type="checkbox"/> Virtual training <input type="checkbox"/> Podcasts <input type="checkbox"/> Delivering lectures etc. <input type="checkbox"/> Other (please specify)

<input type="checkbox"/> Ethics, professionalism, and judgement <input type="checkbox"/> Other (please specify)		<p>Explain <i>how</i> this helped you identify your objective:</p> <p>I want to ensure I am confident in representing clients in particularly complex cases in the highest courts.</p>	
<p><i>Select all that apply:</i></p> <input type="checkbox"/> Legal knowledge and skills <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Practice management <input type="checkbox"/> Working with clients and others <input type="checkbox"/> Ethics, professionalism, and judgement <input type="checkbox"/> Other (please specify)	<p>LO3</p> <p>To gain a greater level of knowledge of the practical application of the regulations about practising in chambers within a limited company.</p>	<p><i>Select all that apply:</i></p> <input checked="" type="checkbox"/> Self-assessment <input type="checkbox"/> Peer feedback <input type="checkbox"/> Mentor feedback <input checked="" type="checkbox"/> Client feedback <input type="checkbox"/> Judicial feedback <input type="checkbox"/> Previous CPD activity <input type="checkbox"/> Other (please specify) <p>Explain <i>how</i> this helped you identify your objective:</p> <p>I want to be able to provide a cost-effective service to clients and, if possible, reduce costs to become more competitive and Provide better access to justice. Clients have indicated that reduced costs would be helpful due to the cost of living crisis.</p>	<p><i>Select all that apply.</i></p> <input type="checkbox"/> Reading or research <input checked="" type="checkbox"/> Attending a conference/event <input checked="" type="checkbox"/> In-person training <input checked="" type="checkbox"/> Virtual training <input type="checkbox"/> Podcasts <input type="checkbox"/> Delivering lectures etc. <input type="checkbox"/> Other (please specify)

<p><i>Select all that apply:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Legal knowledge and skills <input type="checkbox"/> Advocacy <input type="checkbox"/> Practice management <input checked="" type="checkbox"/> Working with clients and others <input type="checkbox"/> Ethics, professionalism, and judgement <input type="checkbox"/> Other (please specify) 	<p>LO4</p> <p>Complete approved public access training</p>	<p><i>Select all that apply:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Self-assessment <input type="checkbox"/> Peer feedback <input type="checkbox"/> Mentor feedback <input type="checkbox"/> Client feedback <input type="checkbox"/> Judicial feedback <input type="checkbox"/> Previous CPD activity <input type="checkbox"/> Other (please specify) <p>Explain <i>how</i> this helped you identify your objective:</p> <p>I want to be able to provide a greater scope of practice and access to justice, particularly through my entity.</p>	<p><i>Select all that apply.</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Reading or research <input type="checkbox"/> Attending a conference/event <input checked="" type="checkbox"/> In-person training <input type="checkbox"/> Virtual training <input type="checkbox"/> Podcasts <input type="checkbox"/> Delivering lectures etc. <input type="checkbox"/> Other (please specify)
<p><i>Select all that apply:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Legal knowledge and skills <input type="checkbox"/> Advocacy <input type="checkbox"/> Practice management <input type="checkbox"/> Working with clients and others <input checked="" type="checkbox"/> Ethics, professionalism, and judgement <input type="checkbox"/> Other (please specify) 	<p>LO5</p> <p>Deepen my knowledge and understanding of the BSB Handbook regulations as they apply to owners of entities.</p>	<p><i>Select all that apply:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Self-assessment <input type="checkbox"/> Peer feedback <input type="checkbox"/> Mentor feedback <input type="checkbox"/> Client feedback <input type="checkbox"/> Judicial feedback <input type="checkbox"/> Previous CPD activity <input type="checkbox"/> Other (please specify) <p>Explain <i>how</i> this helped you identify your objective:</p> <p>As I now conduct more civil litigation through my entity, I want to understand better how to identify risk indicators regarding money laundering.</p>	<p><i>Select all that apply.</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Reading or research <input type="checkbox"/> Attending a conference/event <input type="checkbox"/> In-person training <input type="checkbox"/> Virtual training <input type="checkbox"/> Podcasts <input checked="" type="checkbox"/> Delivering lectures etc. <input type="checkbox"/> Other (please specify)

Delete or add rows as required.

Stage 2 – Record

You may use our [CPD Guidance](#) to help complete this section.

CPD activity - outline the activity, including the provider, if applicable.	Date(s) of the activity	Related learning objective(s)	Did this activity meet the related objective(s)?	Can you evidence this activity?
Practice Advice on European Cross Border Investigations Guidance - National Policing Improvement Agency briefing note	12/05/23	LO1	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partly	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Requests for Legal Assistance in Criminal Matters; A Practical Application. – Illustration Chambers Seminar	10/07/23	LO1	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partly	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Fighting crime post-Brexit; Evidence and the European Arrest Warrant – CPD123 workshop.	27/07/23	LO1	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partly	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cybercrime and cross border investigations – University of Law lecture	13/08/23	LO1	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partly	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Advocacy and ethical standards – University of Law lecture	21/09/23	LO2	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partly	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

I presented a workshop reviewing entity regulations with other members and also in single-person entities – Unreal Chambers workshop.	17/10/23	LO3	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Partly	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Public Access Training – Bar Council course	28/10/23-29/10/23	LO4	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partly	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Legal ethics in practice: an Introduction – Example Chambers. Delivered by myself, aimed at NPP barristers.	16/11/23	LO5	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Partly	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Anti-Money Laundering (AML) Training – BarristerCPD online course	16/11/23	LO5	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Partly	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Stage 3 – Reflect

You may use our [CPD Guidance](#) to help complete this section.

Which learning objectives have you met, either fully or partly? Explain with reference to feedback and self-assessment if you can.

Learning objectives 1, 2 and 4 were fully met. I found relevant courses aligned with the learning objective outcomes, including the rationale. I found combining supplementary preparatory reading with seminars a very useful learning technique.

Learning objective 5 was only partially met. While the activities completed provided a lot of useful information, particularly refresher information, I don't think these activities went into the depth of technical knowledge that I wanted to consider this learning objective to be fully completed.

Learning objective 3 was not met. I did present a relevant CPD activity. However, I do not believe it fully met the learning objective because I do not believe that through my research or the session, I completed this activity with an appreciably greater understanding of how the practical application of entity regulations can provide more cost-effective legal services. I may not currently have the experience of running a single-person entity to meet this objective through activities I research and present myself.

Did you vary any of your planned CPD activities or learning objectives during the year?

Yes

No

If you answered yes, please explain why. For instance, due to developments in your areas of practice or a change to your personal or professional circumstances.

How has the CPD you completed this year improved your practice? Tell us about any especially valuable CPD activities and any examples of feedback or career development.

I found most of my CPD activities valuable, but what has perhaps been more helpful has been realising that I get more out of my learning when I read some preparatory material beforehand, for example, by doing some of my research and reading before I attend a lecture or seminar. This helps me consolidate my knowledge more. I have also learned that there is sometimes a limit to what I can research myself and that I can and should seek guidance and information from an external source where I don't feel I have fully reached a comprehensive understanding of a subject.

What future learning objectives have you identified because of the CPD activities you completed? Tell us about any more advanced learning objectives, for example.

Learning objective 3 is outstanding. I intend to look for activities provided by more experienced practitioners or formal CPD providers to meet this learning objective.

Learning objective 5 is only partially completed. To address this, I intend to find some advanced activities that go into more technical detail about identifying money laundering indicators.

Did you face any challenges in accessing suitable CPD activities?	How could the range and availability of CPD activities be improved?
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (please give details below)	A central hub of CPD resources would be helpful.

Stage 4 – Report

You must submit an annual declaration of completion of CPD as part of the Authorisation to Practise process (rQ134.5 of the BSB Handbook).

You must retain a record of your CPD Plan and completed CPD activities for three years (rQ134.4) and share them with us if we ask for them, for example, as part of a spot check of compliance with the requirements of the EPP (rQ135).