

Bord tal-Warrant tar-Restawraturi: CPD Guidelines

1. Background

The duties of the warrant holder with respect to Continuous Professional Development (CPD) are described under Article 31 (4) of the Cultural Heritage Act:

(4) Every warrant holder shall perform a minimum of twenty (20) hours of continued professional development per year:

Provided that if the warrant holder does not perform the number of hours established, the Board shall suspend the warrant until such time as the person shows to the satisfaction of the Board that the requirement of continued professional development has been met.

The duties of the *Bord* in this regard are described under Article 39 (m):

(m) establish the criteria for the acceptance of programmes of continued professional training and development for warrant holders and holders of practising certificates;

Furthermore the Code of Ethics also states that:

3.4.6 Training and Continuing Responsibility The warrant holder should, within the limits of his knowledge, competence, time and technical means, participate in the training of his own interns and assistants. He/she must maintain a spirit of respect and integrity towards such colleagues. The warrant holder shall perform a minimum of twenty hours of continued professional development per year.

These guidelines will identify how these provisions of the Cultural Heritage Act will be implemented, and in particular with regard to the following:

- what the *Bord tal-Warrant tar-Restawraturi* will consider as appropriate CPD themes (part 3);
- what CPD activities are considered as acceptable (part 4);
- the procedure by which CPD activities will be evaluated (part 5).

2. General guidelines

CPD activities must be related to areas indicated in the existing Practising Certificate/s of the particular Warrant Holder.

The CPD topics should include inter alia documentation, diagnostics, preventive conservation, treatments (materials and methods), philosophy and ethics.

CPD activities must be carried out by reputable/recognized authoritative bodies/institutions on conservation/restoration practice who must issue a certificate of participation .

Speakers/lecturers must be established professionals in the relevant field.

3. CPD Core Themes

Level 1 Subjects

Ethics in Conservation decisions

Aesthetics in Conservation

Preventive conservation

Health and Safety in Conservation / Green Solvents

Report writing and Documentation

Legal Basics – Cultural Heritage Act and beyond
Professionalism in transactions with Clients

Level 2 Subjects

Chemistry for Conservation

Ethics and procedures in sampling from an object

Conservation materials

Conservation treatments and choice of methods and materials including inter alia: cleaning, adhesion, consolidation, grouting, protective coatings, integration

Role of Diagnostics and simple on site diagnostics

Material Identification

Research in Art and Art History

History and Theory of conservation

Teamwork and Multidisciplinarity

Other subjects not covered by the above, but only with the specific prior approval of the *Bord tal-Warrant tar-Restawraturi*.

In the first five years after obtaining a Warrant, warrant holders must structure their mandatory 20 yearly hours of CPD as follows:

10 hours in one of the Level 1 Subjects

A further 10 hours in any other of the Level 1 and 2 Subjects.

Furthermore, warrant holders will be expected in subsequent years to cover different core themes from the ones already covered.

After 5 years from obtaining a Warrant, warrant holders will be able to carry out CPD activities from any of the Level 1 and 2 Core Themes depending on their professional development needs.

4. Acceptable CPD Activities

CPD activities should be structured, meaning they must have clear learning aims and outcomes, and should be taught by individuals or institutions with recognized qualifications in the field of study selected.

Acceptable forms of structured CPD activities will include:

Classroom-based learning

Workshop participation

Online training programs

Conferences and Seminars

Lectures and Webinars

Warrant holders must ensure that the chosen CPD activities are accompanied by a certificate of proficiency, to be issued by the individual or entity organizing these activities. The certificate must include the number of hours covered by the warrant holder in any specific activity.

5. Yearly Statement of CPD activities

The Cultural Heritage Act requires the *Bord tal-Warrant tar-Restawraturi* to assess whether Warrant Holders have completed their minimum 20 hours of yearly CPD at a sufficient level of proficiency.

To this end all Warrant Holders must submit to the *Bord tal-Warrant tar-Restawraturi* a yearly CPD Statement detailing what activities were carried out in the course of that year. Written proof of attendance of the stated CPD activities (in line with parts 3 and 4, above) must be attached to the yearly CPD Statement. This must be presented to the *Bord* no later than 31 January of the following year.

Warrant holders are to inform the *Bord tal-Warrant tar-Restawraturi* of any cases of force majeure whereby they will not be able to complete the required minimum 20 hours of CPD per year – including for health reasons or for family related issues. The notification to the *Bord tal-Warrant tar-Restawraturi* should be done as soon as the need for such a default becomes necessary and should not be left to the end of year statement.

The *Bord* will assess each notification of default on its own merits and identify what measures should be taken by the warrant holder to compensate for the uncompleted hours of CPD.

Bord tal-Warrant tar-Restawraturi
15th June 2021