

## Ministry for Primary Industries Verification Services and Professional Verifiers Institute Library Resource

### CEA OUTCOME - THE \$500 PROFESSIONAL DEVELOPMENT GRANT

The 23 Dec 2013 PVI Collective Agreement Terms of Settlement provides Veterinarians "**up to \$500 for reimbursement of expenses relating to professional development.**"

As a veterinary member of PVI you are asked to use your professional judgement in deciding what you spend this on after reading the principles below. (If in doubt, please consult or ask your PVI delegate or President.) Then you can proceed to spend up to \$500 on the Professional Development item and your receipt will be reimbursed by MPI.

*Please enter in E4SE a brief summary of what the money was spent on when claiming reimbursement.*

#### **Essence:**

"Professional development" is the acquisition of skills and knowledge as part of a culture of lifelong learning.

#### **Some Principles:**

- The purpose of the spending is your professional development.
- Any spending must pass the "front page of the Dominion" test for state servants.
- Prudence and transparency are also vital in the use of industry funding.
- Avoid being "creative" in exploring the boundary of acceptance.
- Your spending must not generate further expenditure for MPI without approval.

#### **Practices and Examples:**

- Green: subscription to a professional magazine or organisation for 1 or 2 years, texts or travel for courses earning CPD points; online training module: (decide)
- Orange: any professional development tool that is of also of personal use such as kindle; iPads; etc : (consult)
- Red: Musical instrument; golf clubs; Pilates (wellness not PD!); smart-phones; iPods: (inappropriate)
- A preapproval from your RTM is not required for the type of PD described as "green". If you are in doubt as to whether your choice would be considered "green" please consult with your delegate in the first instance.

#### **FAQs:**

- Can the amount be split?
  - Yes but there would preferably be a coherence about the split – normally consult before deciding.
- Can the spending be spread over 2014?
  - Preferably not as there are then potentially accounting costs involved – normally consult before deciding
- What happens if I do not make a claim?
  - You miss out, i.e. there will not be any other way to benefit from the professional development grant
- By when do I need to submit my claim at the latest?
  - by the end of the contract period.

**Ministry for Primary Industries Verification Services  
and Professional Verifiers Institute Library Resource**



**Signed:**

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**Director,  
MPI Verification  
Services**

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**President,  
Professional Verifiers  
Institute**

**Date:**

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29-April-2014

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