

# CPD self-audit status application

## 1 Organisation details

Name of organisation

Postal address

NZLS firm ID

Number of lawyers in organisation

Type of organisation

Law firm

Incorporated law firm

Other, please specify

Law firm branch

Incorporated law firm branch

Barrister practice

In-house lawyers

## 2 Person applying on behalf of organisation

Name

Position in organisation

Phone

Email

Signed

Date (dd/mm/yyyy)

## 3 Proposed CPD officer

This section needs to be completed by the proposed CPD officer.

Name

**3 Proposed CPD officer continued**

**Position in organisation**

**Phone**

**Address** (if different from organisation)

**Email**

**Describe how the CPD officer is to review and monitor compliance with the CPD Rules, and the organisation's CPD policies and procedures/the organisation's self-auditing plan** (please continue on a separate page if necessary)

**Brief description of experience** (i.e. years of practice and areas)

**Do you agree to act as the CPD officer for the organisation stated in section 1?**

Yes      No

### 3 Proposed CPD officer continued

Do you agree to an audit of your CPDPR?

Yes      No

Are you aware of any matter that may adversely affect your ability to carry out this role?

Yes      No

If yes, please disclose


Signed

Date (dd/mm/yyyy)

## Privacy and information handling

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The Law Society will collect, use, hold and disclose the information only for the purposes of assessing this application or any future applications, and as provided for under the Lawyers and Conveyancers Act 2006 and regulations, Privacy Act 1993 or otherwise as permitted or required by law.

Only authorised staff will have access to your information which is held in a secure environment. The provision of information is voluntary. However, if you do not provide full information, the Law Society may not be able to progress the application. Under the Privacy Act 1993 you may request access to and request correction of your personal information held by the Law Society. For more information about the Law Society's Privacy and Information Handling Policies please refer to [www.lawsociety.org.nz/privacy](http://www.lawsociety.org.nz/privacy). General information about the Privacy Act 1993 is also available on the website of the Privacy Commissioner at [www.privacy.org.nz](http://www.privacy.org.nz).

## Sending this form

Please return via email or post:

- ✉ [CPDinquiries@lawsociety.org.nz](mailto:CPDinquiries@lawsociety.org.nz)
- 📍 New Zealand Law Society, PO Box 5041  
Lambton Quay, Wellington 6145

For further information, contact:

- ✉ [CPDinquiries@lawsociety.org.nz](mailto:CPDinquiries@lawsociety.org.nz)
- 🌐 [www.lawsociety.org.nz/cpd](http://www.lawsociety.org.nz/cpd)