



### Professional Development Record for DATCP / NRCS Technical Training

The record is designed for course providers and attendees to verify individual participation in technical training courses that meet continuing education requirements for persons with NRCS job approval or DATCP engineering practitioner certification.

A professional development hour includes at least 50 minutes of instruction in an organized method of learning contributing directly to the planning, design, or construction of conservation engineering practices listed on the Engineering Job Approval Authority form. Basic skill training in AutoCAD, Excel, GIS, or other computer applications is not considered an acceptable activity eligible for professional development hours unless the computer training directly relates to the planning, design, and/or construction of a specific conservation engineering practice listed on the job approval form.

This record should be retained by course participants as a training record. Completion of this record is not required to claim an hour. This record may be used to track hours earned without obtaining the signature of the course provider. Registered engineers may use this form to document hours earned toward meeting professional requirements for continuing education; however, they are responsible for establishing that hours documented on this form are transferable for satisfying the requirements of Wisconsin Administrative Code Chapter A-E 13.

Meeting/Training Name: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Sponsor/Provider: \_\_\_\_\_

#### Participant Information

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Meeting/Training Content*	Presenter	Hours

\*Attach agenda if one is provided

The above participant attended the training listed above and is entitled to the number of PDH credit hours indicated.

\_\_\_\_\_  
Signature/Title

\_\_\_\_\_  
Date