



The CPD Employer Framework

To achieve recognition under the CPDQE's CPD Employer Framework, companies must demonstrate a consistent and genuine approach to staff development. CPD is not just a one-off activity—it should be an ongoing commitment across all levels of the organisation. At the heart of this framework is the idea that every employee should have access to continuous learning, providing them with the skills, knowledge, and opportunities to grow throughout their career.

When it comes to advertising new job roles, your company should highlight its commitment to CPD in every vacancy posted. By showing prospective employees that your organisation invests in ongoing personal development, you create an attractive proposition that positions your company as a leader in professional growth. It's not just about filling positions—it's about investing in people who are eager to learn and advance in their careers.



CPD should also be a financial priority. Allocating a dedicated budget to CPD activities demonstrates that your company is serious about investing in its people. Whether it's funding high-quality training courses, supporting employees through apprenticeships, or backing them in achieving professional qualifications, the financial commitment you make to CPD helps build a loyal and skilled workforce. CPDQE's framework emphasises that this budget should be substantial and consistent, reinforcing the idea that employee development is a key factor in long-term business success.

The CPDQE framework looks closely at the types of learning opportunities offered to employees. Are you providing access to accredited CPD training, qualifications, or apprenticeships? Are your staff enrolled in programs that lead to tangible, professionally recognised outcomes? By offering structured development opportunities aligned with both individual career paths and organisational goals, your company fosters a culture of growth and professional excellence.

Equally important is the regularity of training opportunities. CPD is not a once-a-year activity, but an ongoing process. Your organisation should ensure that employees have access to frequent learning and development opportunities. This could range from workshops and seminars to self-paced online courses. It's about ensuring that training is integrated into your company's culture and becomes part of the regular working rhythm.



Another crucial aspect of the CPD Employer Framework is enrolment. It's vital to track how many employees are participating in development programs and whether participation is spread across all roles. Does your organisation provide personalised development opportunities to all employees, or is there a concentration in specific areas? A diverse approach to CPD ensures that all employees, from entry-level to senior staff, have opportunities to progress and thrive within the company.

The framework also asks how your company determines which employees should participate in which development programs. Is there a clear structure for identifying training needs, or is it left to individual employees to seek out opportunities on their own? CPDQE expects organisations to have a designated person or team responsible for aligning employee development with the right programs, ensuring that every individual's training needs are met and supported.

Induction training is another essential element in the CPD process. A thorough induction program helps new employees settle into their roles and understand the company's commitment to their personal and professional growth. By ensuring that induction training is well-structured and comprehensive, you set the stage for long-term success, boosting job satisfaction and engagement from the very start.



Having a well-defined training plan for each role within your company is crucial. A training plan serves as a roadmap for employees, ensuring they understand what's expected of them and how they can grow in their position. The CPDQE framework emphasises that these plans should be clear, detailed, and tailored to each role, providing employees with confidence and clarity in their professional development journey.

Finally, ensuring equal opportunities for all employees is a fundamental principle of CPD. Every member of your team should have access to the same level of training and development, regardless of their background or position within the company. Creating an inclusive and supportive environment for professional growth helps employees feel valued and motivated to contribute to the success of the organisation.