Continuing Logger Education (CLE) is an essential component of an effective logger education program. An effective continuing education program seeks to refine skills, reinforce professional attitudes, extend new knowledge, and/or change behaviors. These standards were developed by the Georgia SIC (SFI Implementation Committee) Logger Training and Education Subcommittee, to support the Georgia Master Timber Harvester program's effectiveness. This document is to guide 1) Master Timber Harvester program participants in their selection of continuing education activities and 2) CLE providers in planning continuing education events to ensure that offerings are responsive to the professional development needs of wood suppliers.

CLE Credit Criteria

- CLE credit may be awarded for the following:
  - Formally organized learning events such as academic courses, workshops, seminars or field days.
  - Professional meetings and other forms of organized learning experiences including conferences, symposiums, and panel discussions.
- Education events should be a minimum of one (1) contact hour. This contact hour must include at least 50 minutes of instructional time. Time spent in meals, breaks, introductory remarks, business agenda items, travel to field sites, etc. does not accrue credit.
- Continuing education credit for on-demand, online courses must meet five conditions: 1) pre-approved CLE or CFE hours, 2) minutes of online presentation time participant observed documented by the online content administrator, 3) successful completion (80% or better) of a quiz covering presentation material documented by the online content administrator, 4) successful completion of the course documented by a contact hour notice provided to the participant, and 5) the requisite course completion documentation (Name, Date, Total Time, Quiz Score) for the participant must be independently verifiable by the online content administrator and made available to the MTH program office upon request.
- All CLE events must focus on increasing knowledge and building skills of MTH participants through appropriate training. The SFI Standards (SFI Forest Management 11.2.2 and Fiber Sourcing Standard 6.2.2) specifies that appropriate training courses address: sustainable forestry principles and the SFI program; best management practices; reforestation, invasive species management, forest resource conservation, aesthetics and special sites; awareness of rare forested natural communities as identified by state agencies or other credible organizations; transportation issues; business management; public policy and outreach; emerging technologies; logging safety; or other topics identified by the Georgia SFI Implementation Committee.
- Activities Unacceptable as CLE Credit:
  - Information specific to a particular firm or agency, such as instruction on completing forms or company-specific procedures, would not qualify.
  - On-the-job training.
  - Meetings and courses not related to the professionalism of wood producers as specified in the SFI Standards (SFI Forest Management 11.2.1 and Fiber Sourcing 6.2.1).

CLE Credit Processing

- Providers shall apply for CLE accreditation at least two weeks prior to the event by submitting the completed "Application for CLE Credit" form attached, along with the event agenda. The Master Timber Harvester Coordinator at The University of Georgia will review the event and award the appropriate number of contact hours.
- A Contact Hour Notice will be issued to the event provider, and a copy of the Notice should be given to each attendee that completes the event for their personal record of attendance.
- Providers shall have a system for maintaining and verifying participation records for any event approved for CLE credit. After the approved event occurs CLE providers must provide an attendance record for the GA MTH office on behalf of those requesting MTH credit.
- CLE credits are not granted retroactively and will not be approved if the event has already occurred.