National Institute of
SUPPLY CHAIN
LEADERS

# NISCL-CSCL Designation Maintenance Policy

Effective May 1, 2026

## Purpose

The purpose of this policy is to establish the annual maintenance requirements for holders of the National Institute of Supply Chain Leaders (NISCL) Certified Supply Chain Leader (NISCL-CSCL) designation.

These requirements ensure designation holders remain professionally active, continue developing their knowledge and leadership capabilities, and maintain their professional designation in good standing.

## Annual Maintenance Requirements

To maintain the NISCL-CSCL designation, designation holders must complete the following requirements each year:

1. Maintain Membership in Good Standing – Annual Renewal Including Attestation

Designation holders must maintain active dual membership with NISCL and CIPS. The annual dual membership fee provides access to:

- Canadian and global professional networks
- Professional development opportunities
- Industry resources and insights
- Career development and professional recognition

When renewing membership, designation holders will also be asked to attest that they have completed at least 30 hours of professional development. Professional development records are not submitted during renewal unless requested through an audit process.

Simplified Rule:
Renew your membership no later than April 30th each year to ensure your membership remains in good standing. And be sure to check off that you attest to completing your 30 hours of CPDs.

2. Complete 30 Hours of Professional Development

Each designation holder must complete **30 hours of professional development annually**.

- The maintenance year runs from **May 1 through April 30**
- Professional development hours are reported on an **hour-for-hour basis**.

Hours are divided into two categories:

| Category | Required Hours |
|---|---|
| Leadership Learning | 10 Hours |
| Discretionary Learning | 20 Hours |
| **Total** | **30 Hours** |

## Leadership Learning Requirements

Leadership learning develops a designation holder's ability to:

- Lead teams
- Influence stakeholders
- Mentor others
- Govern organizational functions
- Drive performance
- Set strategic direction

Examples of leadership learning include:

- Leadership courses
- Workshops and seminars
- Webinars
- Management training
- Leadership assessments (such as DISC)
- Mentoring activities
- Leadership-focused reading and research

**A note on Structured Leadership learning:** Of the required **10 Leadership Hours**, at least **5 hours must be Structured Learning**, which includes activities such as:

- eLearning courses
- Workshops
- Seminars
- Conferences
- Webinars

- Leadership assessments
- Formal training programs

The remaining leadership hours may be earned through either structured or unstructured leadership learning activities.

## Discretionary Learning Requirements

Discretionary learning develops professional knowledge, skills, and competencies related to supply chain management, procurement, logistics, operations, contract management, and related business disciplines.
Examples include:

- Supply chain education
- Procurement training
- Industry conferences
- Technical webinars
- Professional reading
- Research and self-study
- Skills development programs
- Employer-sponsored training

Discretionary hours are recorded on an hour-for-hour basis.

Simplified Rule:
You must report a total of 30 hours of CPDs annually. Of which, 10 hours must be Leadership Hours (including at least 5 hours of structured learning), and the remaining 20 hours may be Discretionary.

## Tracking Your Learning

Designation holders are responsible for maintaining their own professional development records. NISCL does not require professional development activities to be submitted throughout the year. Designation holders should maintain a personal record of:

- Activity title
- Activity date
- Hours completed
- Learning category

- Supporting documentation (where applicable)

For convenience, NISCL provides a downloadable Professional Development Tracker; however, use of the tracker is optional.

## Audits

NISCL may conduct periodic audits of designation maintenance records.
If selected for audit, designation holders must provide evidence supporting completion of their professional development activities, including a personal tracker of activities completed.
Failure to provide satisfactory documentation may result in further review of designation status.