



Project Management Institute
Mt. Baker Chapter
PO Box 1415, Bellingham, WA 98227
www.mountbaker-pmi.org

To claim Professional Development Units (PDUs) acquired by serving as a Board Member or Committee Member for the Mt Baker Chapter:

- Login to PMI.org web page <http://www.pmi.org/default.aspx>
- Hover your mouse over “Certification” tab from the top menu bar.
On the drop down menu that appears, choose “Maintain your certification: Earn and report PDUs”
- See the blue button for “Report PDUs”. Click on it.
- Choose “Report PDU” from the displayed blue text choices.
- Select the “Report PDU” under the “PDU Activity” header in a center section
- Select “Cat E: Volunteer Service”
- Press the NEXT button
- Fill in the Program/Title Description as follows:
Board Officer: “Served as [position] for Mt. Baker Chapter”
Committee Member: “Served as member of [committee] for Mt. Baker Chapter”
- Fill in Date Started as 01/01/YYYY (or your starting date)
- Fill in Date Completed as 12/31/YYYY (or your ending date)
- Fill in the estimated hours spent doing Board Work and Attending Board and Committee Meetings
- For Provider info, use info found on your meeting announcement.
Mt. Baker Chapter
PO Box 1415
Bellingham, WA 98227
(360) 738-4580 is Pete Stark’s number
www.mountbaker-pmi.org
Petes@ridewta.com
- Press the NEXT button
- Put in claimed PDUs as follows: 1 PDU per Volunteer Hour
- Press the NEXT button
- Check the “I agree” box
- Press the SUBMIT button

Here's the official PMI Response:

You can earn PDUs by providing volunteer, non-compensated project management, project risk, project scheduling, or program management services to non-employer or non-client customer groups.

Examples of Qualifying activities include:

1. Serve as an elected volunteer officer for a project management organization including PMI chapters and communities of practice). This work must be done for a legally recognized non-profit, not-for profit, or charitable groups and organizations.
2. Serve as a volunteer/appointed committee member for a project management organization (including PMI chapters and communities of practice). This work must be done for a legally recognized non-profit, not-for-profit, or charitable groups and organizations.

****To claim PDUs for service as an elected officer or appointed committee member, you must serve in the role for a minimum of three months.*

3. Provide project management related volunteer services to PMI or another professional project management association. This work must be done for a legally recognized non-profit, not-for-profit, or charitable groups and organizations.

Examples may include:

- Volunteering at a PMI global congress,
- Serving on a PMI Members Advisory Board,
- Working on PMI standards,
- Participating in activities for PMI's Certification Department, or
- Participating in PMI research activities.

View volunteer opportunities online to see how you can earn PDUs in this category:

<http://www.pmi.org/Get-Involved/Volunteer-Opportunities.aspx>

4. Provide volunteer project management-related services to:

- a community or charitable group,

This work must meet the definition of a project as outlined in *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)*.

- a group of college students for educational purposes, or
- for being a coach or mentor on project management topics

The PDUs claimed in this category count against the maximum of 45 PDUs (or, 20 PDUs for PMI-RMP and PMI-SP) allowed for "Giving Back to the Profession" categories (Categories D, E, and F).

1 PDU is awarded for 1 hour of volunteer (non-compensated) service.

More detailed PDU requirements can be found in the PMP Credential Handbook online at: http://www.pmi.org/en/Certification/~//media/PDF/Certifications/pdc_pmhandbook.ashx