How to check your CPD hours in ARCM

GIA is using a system powered by Merimen Technologies for Agent Registration and CPD Management (ARCM). You will need to create a new user account and login to the system if you have not done so.

If you have not created an account in ARCM, do follow the steps in the guide from the URL below to create one.

https://merimen.notion.site/For-Agents-and-Nominees-6df7fd4eaf3843e49f2cf3ad4914a98e

To view CPD hours, go to Modules > ARCM Agent Mgt (Agent) to view the agent profile.

Scroll down to the nominee list and click on the nominee name
This is applicable for individual agents as well.

Nominee List

Nominee Name
[GIA Number - 001]:: Agent/ Nominee's Name 1
[GIA Number - 002]:: Agent/ Nominee's Name 2

After clicking on the nominee name (e.g. Agent/ Nominee's Name 1), you will be brought to the nominee profile page.

DETAILS

View Nominee Audit

View Nominee CPD

To view CPD hours,
go to Details > View Nominee CPD
This is applicable for individual agents as well.

For a complete guide to navigate the new system for ARCM, kindly visit:
https://merimen.notion.site/Agent-Nominee-Profile-and-CPD-f184ec32b52f4aafb15a7c6cfca599ae#1a4a2e5ae59d49749ea57a9a16c25fc6