

**GPO
HANDBOOK**



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SECTION A – Background

1. *About EAGT*

The European Association for Gestalt Therapy (EAGT) was founded in 1985, with the aim of gathering European individual Gestalt therapists, Training Institutes and National Associations, of promoting Gestalt therapy in Europe, combining and exchanging knowledge and resources, fostering a high professional standard for Gestalt therapy and encouraging research. Today over 1.000 members (institutional and individual) from more than 20 European Nations are already part of the association.

The EAGT functions through 3 main bodies, which are:

- the Executive Committee consists of 6 members: the President, Chair of the Training Standards Committee, the Treasurer, the Secretary, the External Relations / NOGTs Officer and the GPO chair. One member is nominated as Vice president. The Executive Committee are supported by an office manager;
- the General Board consists of representatives of National Associations plus the Executive Committee;
- the Meeting of Members (which gathers at least once every year). Elections of all officers of the Board are held every 3 years.

The main documents which regulate the EAGT are:

- the statutes;
- the training standards;
- the Code of Ethics.

More about EAGT:

EAGT is an EWAO; which means a European Wide Accrediting Organization and as such a member of EAP, EAGT has to re-register itself every 7 years and was re-registered for another 7 years till 2021.

The re-registration of EAGT was discussed during the before mentioned meeting by the EWOC (European Wide Organization Committee) meeting where EAGT presented her re-accreditation papers.

2. *Development of EAGT GPO Certification*

Since 2002 EAGT has opened her doors also for those who work with the Gestalt approach in organizations as leader, manager, consultant, coach, trainer, facilitator, etc. Given that GPO has now an own department under the umbrella of EAGT.

GPO stands for Gestalt Practitioner in Organizations, which means that a professional who is a GPO applies the Gestalt approach during her/his work as leader, manager, coach, trainer, consultant or facilitator.

Some main characteristics:

- S/He works with his awareness of the present situation;
- S/He uses her/himself as an instrument in the relation;
- S/He focus on the process to achieve an effective, long lasting result;
- S/He makes the implicit, hidden processes, explicit and visible; in that way s/he enables deeper understanding.

GPO's can be found in profit and non-for-profit organizations such as Businesses, Retail companies, Healthcare organizations, Education etc. They work as General managers, Human Resource managers, Personal- and Team coaches, Trainers and internal and external consultants. In general GPO's are highly valued because of their profound knowledge and deeper understanding of organizations.

EAGT works with a draft set of standards and to acknowledge the experience and expertise that already exists in the field, EAGT has worked out and formulated a grand parenting procedure. With this grand parenting procedure one can apply for GPO membership in EAGT.

Individuals wanting to go through the grand parenting procedure should establish a peer group in their country and inform the office of EAGT. The office will arrange for a mentor to support the candidates during their preparation of the peer group and later on a certifier to be present as an external expert during the peer group meeting.

Originally, the GPO committee of the EAGT had two different procedures, one for authorization of institutes and one for certification of individual GPO members.

However, based on the experience of the past 5 years, the committee let go of the idea of authorization of institutes for two reasons: first of all, most institutes are already accredited as Gestalt therapy training institutes, which means that they fulfil the requirements as described in the Training standards, and secondly, we realised that the authorisation of institutes was a too ambitious a plan to realise.

Of course, we will still look at the quality of the training program that an applicant has followed, e.g. the number and professional background of the trainers involved, but we will no longer strive for authorisation of an institute.

In the moment we have around 100 GPO members from 14 different countries and the number is still growing.

3. EAGT GPO Committee

The purpose of the EAGT GPO committee is to formulate standards and assess procedures in order to come to full GPO membership of EAGT.

Members of the GPO Committee are:

Sally Denham-Vaughan

Frans Meulmeester (Chair till September 2018)

Marie-Anne Chidiac

Jan Standaert

Christel Bisiau

Catho Van den Houwe

4. Introduction to the process of Authorisation and Certification

Originally, the GPO committee of the EAGT had two different procedures, one for authorization of institutes and one for certification of individual GPO members.

However, based on the experience of the past 5 years, the committee let go of the idea of authorization of institutes for two reasons: first of all, most institutes are already accredited as Gestalt therapy training institutes, which means that they fulfil the requirements as described in the Training standards, and secondly, we realised that the authorisation of institutes was a too ambitious plan to realise.

Of course, we will still look at the quality of the training program that an applicant has followed, e.g. the number and professional background of the trainers involved, but we will no longer strive for authorisation of an institute.

5. Summary of the Certification process

The certification of individual GPO's includes the following steps:

- The candidate GPO informs the office of the EAGT that s/he is interested in being certified as a GPO;
- The office manager will inform her/him about the procedure, including the requirements of a dossier and the process of the peer group meeting;
- If there are enough candidates (at least 4) to set up a peer group meeting in the region of the candidate, the office manager will contact the GPO committee about the request and they will appoint a mentor and a certifier to perform the procedures;
- After the application is sent (to the office of EAGT) a candidate will receive an invoice for € 100, - (registration fee)

- The candidates will be directed to the appointed mentor for support during the preparations for the peer group meeting;
- The certifier will discuss with the mentor and the candidates, a possible time schedule for the procedure;
- In the process of making the dossier, the candidate will be guided by the mentor;
- The mentor decides whether the dossier fulfils the criteria to present it in the peer group;
- If enough candidates (at least 4) are ready for a peer group meeting, the certifier will be informed and together they will decide for a date for the meeting;
- The completed dossiers, including all attachments, have to be send to the office of EAGT and at least one month before the meeting. The office manager will take care of forwarding these dossiers to the certifier and all other Peer group members, the latest, three weeks before the meeting;
- During the peer group meeting the dossiers will be discussed according to the agreed procedures;
- At the end, each of the other member gives a feedback (strengths and tracks of progress): according to him/her, how the candidate showed his/her way of practising Gestalt in Organizations, in connexion with the four criteria:
 - S/he works with the awareness of the present situation;
 - S/he uses her/himself as an instrument of the relation;
 - S/he focus on the process to achieve an effective, long lasting result;
 - S/he makes the implicit, hidden processes, explicit and visible; in that way s/he enables deeper understanding
- After the meeting the certifier, together with the mentor will take a final decision on whether or not to certify the members.
- After that the certifier will inform the peer group members, the EAGT office and GPO committee about the results of the peer group meeting;

**SECTION C EAGT GPO Individual Certification Process
EAGT GPO Application Requirements**

This has become section B

**SECTION B – EAGT GPO Individual Certification Process
EAGT GPO Application Requirements**

1. *Rules and Steps in process of individual GPO Certification*

a. Requirements

To be able to apply for a GPO membership, a person needs at least:

- At least two years of gestalt training, preferably fully on Gestalt in organizations, but at least 25 hours of the program needs to be directed to Gestalt in organizational work. The total program needs to consist of a minimum of 150 hours
- at least 15 hours of gestalt supervision on gestalt in organizations and at least 5 hours on an individual base
- At least five years of experience of working in an organization as manager, coach, trainer or consultant
- The two years of Gestalt training should fall in the five years of experience

b. Certification process

The certification of individual GPO's includes the following steps:

- The candidate GPO informs the office of the EAGT that s/he is interested in being certified as a GPO;
- The office manager will inform her/him about the procedure, including the requirements of a dossier and the process of the peer group meeting;
- If there are enough candidates (at least 4) to set up a peer group meeting in the region of the candidate, the office manager will contact the GPO committee about the request and they will appoint a mentor and a certifier to perform the procedures;
- After the application is sent (to the office of EAGT) a candidate will receive an invoice for € 100, - (registration fee)
- The candidates will be directed to the appointed mentor for support during the preparations for the peer group meeting;
- The certifier will discuss with the mentor and the candidates, a possible time schedule for the procedure;
- In the process of making the dossier, the candidate will be guided by the mentor;
- The mentor decides whether the dossier fulfils the criteria to present it in the peer group;
- If enough candidates (at least 4) are ready for a peer group meeting, the certifier will be informed and together they will decide for a date for the meeting;
- The completed dossiers, including all attachments, have to be sent to the office of EAGT and at least one month before the meeting. The office manager will take care of forwarding these dossiers to the certifier and all other Peer group members, the latest, three weeks before the meeting;
- Because complete confidentiality cannot be guaranteed by the mentor, certifier and/or peer group, the candidate is fully responsible for the dossier and the provided information. Special care will be required in including information that can be considered as confidential. in the dossier.
- During the peer group meeting the dossiers will be discussed according the agreed procedures;
- At the end, each of the other member gives a feedback (strengths and tracks of progress): according to him/her, how the candidate showed his/her way of practising Gestalt in Organizations, in connexion with the four criteria:
 - S/he works with the awareness of the present situation;

- S/he uses her/himself as an instrument of the relation;
- S/he focus on the process to achieve an effective, long lasting result;
- S/he makes the implicit, hidden processes, explicit and visible; in that way s/he enables deeper understanding
- After the meeting the certifier, together with the mentor will take a final decision on whether or not to certify the members.
- After that the certifier will inform the peer group members, the EAGT office and GPO committee about the results of the peer group meeting;

c. *The dossier (log and case requirements)*

The content of the dossier consists of:

- CV
 - The CV contains: personal details education, work experience, other activities, skills and other interests.
 - The CV needs to make clear that the applicant fulfils the requirements for becoming a GPO, such as:
 - At least two years of gestalt training, preferably fully on Gestalt in organizations, but at least 25 hours of the program needs to be directed to Gestalt in organizational work. The total program needs to consist of a minimum of 150 hours
 - at least 15 hours of gestalt supervision on gestalt in organizations and at least 5 hours on an individual base
 - At least five years of experience of working in an organization as manager, coach, trainer or consultant
 - The two years of Gestalt training should fall in the five years of experience
- List of activities
 - This list of activities shows how active you've been as a GPO with a maximum of 6 activities.
 - For each activity list the following topics:
 - The client (organization, company, private person).
 - Timescales/ length of activity (The length of the activity in terms of days or numbers of sessions for example)
 - The nature of the activities (What was the situation and what were you called to do. e.g. individual coaching; team coaching; event design and delivery; stakeholder management; reorganization).
 - Result (what happened as a result of the work – what was the impact?)
 - How Gestalt influenced the work: How did Gestalt notions influence your work? (This section should make up most of your response and indicate which 'gestalt maps' you were using in your activity and why you made this choice).
- Testimony of the candidate
- Testimony of the mentor
 - In the making of the dossier you will be guided by a mentor. The mentor determines with you whether the dossier has the sufficient information to go for the next step of the procedure; the peer group process. Please ask your mentor/coach to sign attachment 4 (appended to this form).
- Case study
 - The case study will show how you work as a GPO using the Gestalt principles. For the case study, please select an example from the last year. To describe your case, you may wish to use the following headings:
 - Outline of the presenting issue
 - Background to the presenting issue
 - Way of Working (method using Gestalt)
 - Result/outcome (impact on the field)

- Conclusions regarding the professional and personal development aspects (what have you learned?)

d. The peer group

The peer group exist of at least 4 persons. The certifier performs as leader of the peer group meeting.

Although it will be a collegial conversation, the certifier together with the mentor will in the end (after the meeting) decide to recommend the candidate for certification. The final evaluation lies with the Executive Committee of the EAGT who may delegate it to the GPO committee.

Each member of the peer group and the certifier need to have access to the complete dossiers of all participants. The dossiers serve as a basis for the peer group discussion in which the case study is the core element. Each participant gets an hour to defend her/his dossier.

The peer group discussion consists of the following parts:

- The practitioner expresses her/himself as what is important in her/his praxis;
- The other participants will give her/him grants for what is well developed;
- The other participants will challenge her/him on what might be developed further;
- The practitioner expresses experiences so far and indicates what s/he takes along as possible next steps for further development for the coming five years;
- At the end each other member makes a statement whether he/she trust the colleague as a GPO;
- However, the certifier together with the mentor makes the final decision on recommending the candidate(s) for certification. They can do this within the meeting or they will do this within two weeks after the peer group meeting and will inform the group, the office of the EAGT and the GPO committee.

2. Qualifications and Instructions for Mentors

The mentor of a candidate and/or peer group should fulfil the following criteria:

- Being a GPO member of EAGT for at least 5 years and s/he is appointed by the GPO committee.

The mentor will:

- Guide the candidates in writing their logs and case study. In other words: the mentor is not a supervisor, but a guide during the process of completing the dossier.
- Decide whether the log and case study fulfil the criteria as described in the handbook;
- Inform the EAGT office and the certifiers if a candidate, despite his/her support is not able to fulfil the criteria;
- Inform the EAGT office and the certifiers if the candidates are ready to meet the certifiers in a peer group meeting.
- If significant guidance/advice is required the mentor may charge a fee; similar to a supervision fee.

3. Qualifications and Instructions for Certifiers

The certifiers should fulfil the following criteria:

- S/he is a GPO member of the EAGT and appointed for this function by the GPO committee;
- Has experience in leading a peer group meeting at least once in the role of assistant certifier.

The certifier(s) will:

- After having received the request from the office and having been appointed by the GPO committee, set a date for the peer group meeting for a dialogue with the members of the peer group (the candidates);
- Lead the peer group meeting according the schedule as described in the handbook;
- Decide together with the mentor either within the meeting or the latest within two weeks after the meeting whether a candidate can be nominated for GPO;
- Be willing to have a dialogue on the decision with the involved peer group;
- Inform the office of EAGT and the GPO committee about the decision;
- Be willing to have a dialogue with the GPO committee about the decision.

4. *Instructions for Issuing Certification and EAGT membership*

- a. After the peer group the certifier of the peer group will inform the office of the EAGT about the outcome of the peer group;
- b. The costs of the peer group meeting (travel- and accommodation costs) have to be covered by the candidates / members of the peer group. These costs are pre-paid by EAGT and the peers will receive an invoice for these costs. Each peer will receive an invoice for her/his share of the costs.
- c. In case the candidate passed the peer group, the office will send an invoice for membership fee which comes to € 90, - for a whole year (one invoice will be send with the costs and fee mentioned under c. and d.).
- d. After having received the travel- and accommodation costs plus the first membership fee the office will send the certificate to the candidate and the new member will be listed on the website of EAGT.
- e. A certificate is valid for a period of 5 year.
- f. After these five years, the GPO member will receive an invitation for the re-certification. Re-certification will be done by filling in the re-certification form, which will be checked by the chair of the GPO committee.
- g. The fee for re-certification comes to € 50, -

GLOSSARY

- Awareness:** The experienced perception of person and environment (see Gestalt literature).
- Certifier:** The certifier is a GPO member him/herself for at least three years and preferably a member of the GPO committee, but at least appointed by the GPO committee.
- Certification:** Is the process in which an individual GPO candidate will be evaluated if he/she meets the EAGT GPO qualifications and can receive the GPO status.
- Coaching:** Is the practice of supporting an individual, referred to as the client or coachee, through the process of achieving a specific personal or professional goal.
- Consulting:** Refers to both the industry and the practice of supporting organizations to improve their performance.
- CV:** Stands for Curriculum vitae and it is a summary of academic and professional history and achievements.
- EAGT:** Stands for European Association for Gestalt Therapy.
- EAP:** Stands for European Association for Psychotherapy.
- Ethical Code:** Is a set of guidelines to raise awareness on the quality of choices and decisions a GPO makes during his profession. EAGT has formulated its own code of ethics for Gestalt practitioners in organizations which can be found through the following link: <http://www.eagt.org/joomla/index.php/resources>
- GPO:** Stands for Gestalt Practitioner in Organizations, which means that a professional who is a GPO applies the Gestalt approach during her/his work as leader, manager, coach, trainer, consultant or facilitator.
- Mentor:** The mentor guides the candidate through the certification process and preparing his log and case study. The mentor determines, whether the log and case study fulfill the criteria to enter the next step of the Grand parenting procedure.
- OD:** Stands for Organizational development
- Peer group:** A group of minimum 4 people which are candidates to get certification as a GPO member of EAGT.
- Supervision:** The process in which a professional is supported by a person with more expertise in his field of work to gain more insight in his own style of working and the underlying thoughts, feelings, assumptions and choices.

APPENDIX

1. GPO application form
2. GPO recertification form
3. List of mentors, certifiers and working group

APPENDIX 1



European Association for Gestalt Therapy
Established 1985

EAGT – Office:
Skulebakken 22 | 3760 Neslandsvatn | Norway | P +31 (0) 47 958 39 146 | E: info@eagt.org

Bankdetails:
ABN / AMRO bank | Gustav Mahlerlaan 10 | 1082 PP Amsterdam | The Netherlands |
BIC (Bank Identifier Code): ABNANL2A |
IBAN (International Bank Account Number) NL05ABNA0603868053

APPLICATION FORM FOR GESTALT PRACTITIONER IN ORGANIZATIONS (GPO)

PERSONAL DATA:		
Last Name:		Male <input type="checkbox"/> Female <input type="checkbox"/>
First Name:		
Complete address:		
Date of birth:	Place of birth:	Country of birth:
E-mail:	Website:	
Highest preparatory education: (enclose a copy of certificate)		
Additional prior education: (enclose a copy / copies of certificate)		

PROFESSIONAL GESTALT EDUCATION DATA: (enclose a copy of certificate)	
Name of Training Institute (TI):	
Complete address of TI:	
E-mail:	Website:
Name Coordinator / Director of TI:	
Is the TI accredited (as GPO accredited TI) by EAGT? <input type="checkbox"/> YES <input type="checkbox"/> NO	

PROCEDURE for GPO

The procedure consists of two parts:

1. The Dossier (file)
2. The Peer group

THE DOSSIER

1) CV

<ul style="list-style-type: none"> – The CV contains: personal details education, work experience, other activities, skills and other interests. – The CV needs to make clear that the applicant fulfils the requirements for becoming a GPO, such as: <ul style="list-style-type: none"> ○ At least two years of gestalt training, preferably fully on Gestalt in organizations, but at least 25 hours of the program needs to be directed to Gestalt in organizational work. The total program needs to consist of a minimum of 150 hours ○ at least 15 hours of gestalt supervision on gestalt in organizations and at least 5 hours on an individual base ○ At least five years of experience of working in an organization as manager, coach, trainer or consultant ○ The two years of Gestalt training should fall in the five years of experience 	Attachment
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2) LIST of ACTIVITIES

<p>This list of activities shows how active you've been as a GPO with a maximum of 6 activities. For each activity list the following topics:</p> <ul style="list-style-type: none"> – The client (organization, company, private person). 	Attachment 2
<ul style="list-style-type: none"> – Timescales/ length of activity (The length of the activity in terms of days or numbers of sessions for example) 	
<ul style="list-style-type: none"> – The nature of the activities (What was the situation and what were you called to do. e.g. individual coaching; team coaching; event design and delivery; stakeholder management; reorganization). 	
<ul style="list-style-type: none"> – Result (what happened as a result of the work – what was the impact?) 	
<ul style="list-style-type: none"> – How Gestalt influenced the work: How did Gestalt notions influence your work? (This section should make up most of your response and indicate which 'gestalt maps' you were using in your activity and why you made this choice). 	

3) TESTIMONY of the CANDIDATE

<ul style="list-style-type: none"> – Please fill in the attachment (appended to this form). 	Attachment 3
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4) TESTIMONY of the MENTOR

<ul style="list-style-type: none"> – In the making of the dossier you will be guided by a mentor. The mentor determines with you whether the dossier has the sufficient 	Attachment 4
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information to go for the next step of the procedure; the peer group process. Please ask your mentor/coach to sign attachment 4 (appended to this form).	
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5) CASE STUDY	
The case study will show how you work as a GPO using the Gestalt principles. For the case study, please select an example from the last year. To describe your case, you may wish to use the following headings:	Attachment 5
– Outline of the presenting issue	
– Background to the presenting issue	
– Way of Working (method using Gestalt)	
– Result/outcome (impact on the field)	
– Conclusions regarding the professional and personal development aspects (what have you learned?)	

THE PEER GROUP ↓

The peer group consists of minimum 4 persons. Leading the peer group falls to the appointed (by EAGT) registered GPO. S/he will be assisted by the mentor of the peer group members. Although it will be a collegial conversation, the certifier together with the mentor will make the final decision whether the candidate will be nominated for certification. The final decision lies with the Executive Committee of the EAGT who may delegate it to the GPO committee.

WORKING METHOD ↓

Each member of the peer group and the certifier need to have access to the complete dossiers of all participants (send your dossier to the office of EAGT). The dossier serves as a basis for the peer group discussion in which the case study is the core element. Each participant gets an hour to defend her/his dossier. The peer group discussion consists of the following parts:

- The practitioner states what is important in his/her practice;
- Peers offer support by commenting on what is well developed;
- Peers offer challenge by commenting and inquiring on what was presented;
- The practitioner then comments on their experience of the process so far and what he/she identifies as development issues for the next five years.
- At the end each peer group member makes a statement whether or not they believe their colleague meets the standard of a GPO;

However, the certifier together with the mentor make the final decision on recommending the candidate(s) for certification. They will do this within two weeks after the peer group meeting and will inform the group, the office of the EAGT and the GPO committee.

GENERAL INFORMATION REGARDING THE ORGANIZATION of the PEER GROUP ↓

- The request for the peer group goes through the office of EAGT.
- After the application is sent (to the office of EAGT) a candidate will receive an invoice for € 100, - (registration fee).
- The office of EAGT shall designate a mentor in case the candidate did not find a mentor him/herself.
- The mentor guides the candidate and signs the declaration of the dossier.
- The dossier should be in possession of the office of EAGT, the latest 4 weeks before the peer group meeting is set,
- At the end of the peer group meeting the candidate form will be completed and signed by the certifier.
- The signed form will be send to the office.

- The office will send an invoice for membership fee which comes to € 90, - for a whole year. After having received the first membership fee the office will send the certificate to the candidate.
- The costs of the peer group meeting (travel- and accommodation costs) are to be covered by the candidates who apply for certification.

TESTIMONY of the CANDIDATE (Attachment 3)

I DECLARE

That the information in this file is accurate. I am aware that an incorrect testimony or misrepresentation may result in rejection of my application:

Yes

No

I have no objection to EAGT, or persons appointed by EAGT seeking information necessary to assess my application for certification. This will be done following consultation and as confidentially as possible.

Yes

No

I will abide by the EAGT Code of ethics and professional practice for Gestalt Practitioners in Organizations:

Yes

No

I am currently not the recipient of a complaint:

Yes

No

I accept all costs related to this certification:

Yes

No

I agree to the publication of my data into the public register of EAGT:

Yes

No

NAME CANDIDATE:

SIGNATURE CANDIDATE:

TESTIMONY of the MENTOR (Attachment 4)

NAME CANDIDATE:

I have consulted with the candidate

Name:

and assessed the documents in this dossier based on the certification criteria of EAGT in the GPO certification procedure.

I think this candidate fully meets the necessary requirements for entering the peer group meeting.

NAME MENTOR

SIGNATURE MENTOR



European Association for Gestalt Therapy
Established 1985

EAGT – Offices:
Skulebakken 22 | 3760 Neslandsvatn | Norway | P +31 (0) 47 958 39 146 | E: info@eagt.org

Bankdetails:
ABN / AMRO bank | Gustav Mahlerlaan 10 | 1082 PP Amsterdam | The Netherlands
BIC (Bank Identifier Code): ABNANL2A | IBAN (International Bank Account Number)
NL05ABNA060386805

RE-CERTIFICATION FORM FOR GESTALT PRACTITIONER IN ORGANIZATIONS (GPO)

PERSONAL DATA:			
Last Name:			Male <input type="checkbox"/> Female <input type="checkbox"/>
First Name:			
Complete address:			
Date of birth:	Place of birth:	Country of birth:	
E-mail:		Website:	

Question 1:
What (GPO-)activities did you practise since your last (re)-certification?
(coaching – consulting etc.) please give below a summary?

Answer:

Question 2:
What activities have you done in order to continuously educate yourself?
(supervision – intervision – trainings)

Answer:

Question 3:

What makes it interesting for you to become re-certified as GPO?

Answer:

Statement:

I do abide the Code of ethics and professional practice for Gestalt Practitioners in Organizations of the EAGT

Please sign here for knowing and abiding the Code of ethics and professional practice for Gestalt Practitioners in Organizations of the EAGT

Signature:

APPENDIX 3

LIST OF MENTORS

(per country in alphabetical order):

Jan Standaert	Belgium
Frans Meulmeester	The Netherlands
Sally Denham-Vaughan	United Kingdom
Marie-Anne Chidiac	United Kingdom
Christel Bisiau	

And those GPO members who have been appointed by the committee to be a mentor

LIST OF CERTIFIERS

(per country in alphabetical order):

Jan Standaert	Belgium
Frans Meulmeester	The Netherlands
Sally Denham-Vaughan	United Kingdom
Marie-Anne Chidiac	United Kingdom
Christel Bisiau	

Changes approved by vote of EAGT Meeting of Members, September 6th, 2018