

## Download "iAM Smart", Register "iAM Smart +"



- Register "iAM Smart" with mobile phone  
(For persons aged 18 or above)

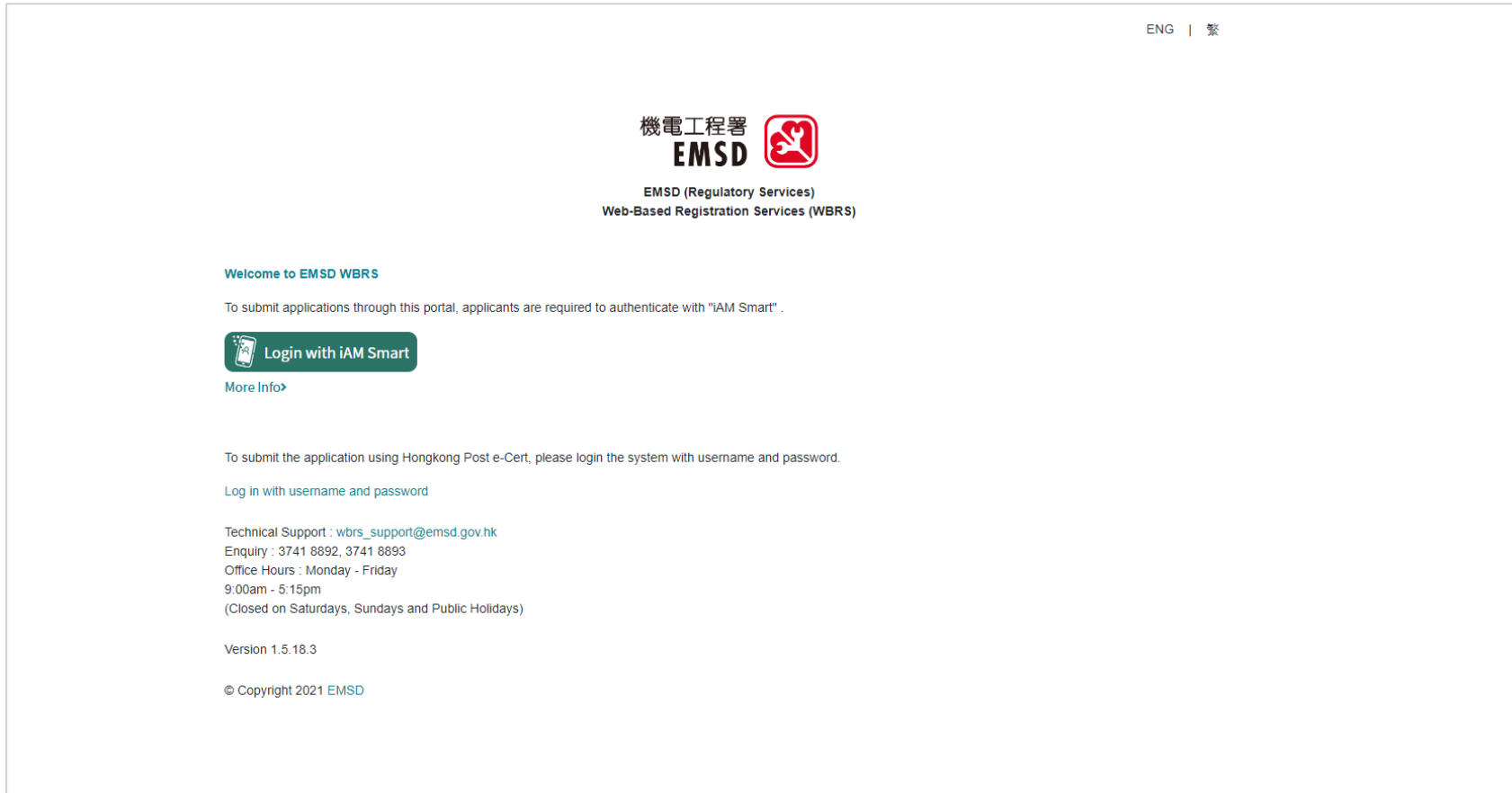
<https://www.youtube.com/watch?v=dyYGxkBLs2U&t=32s>




- Register "iAM Smart+" at Selfregistration Kiosk (For persons aged 18 or above)

<https://www.youtube.com/watch?v=BPYEvjekd50>

## EMSD (Regulatory Services) Web-Based Registration Services - Login with computer



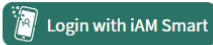
ENG | 繁

機電工程署  
**EMSD** 

EMSD (Regulatory Services)  
Web-Based Registration Services (WBRs)

**Welcome to EMSD WBRs**

To submit applications through this portal, applicants are required to authenticate with "iAM Smart".

 Login with iAM Smart

[More Info](#)

To submit the application using Hongkong Post e-Cert, please login the system with username and password.

[Log in with username and password](#)

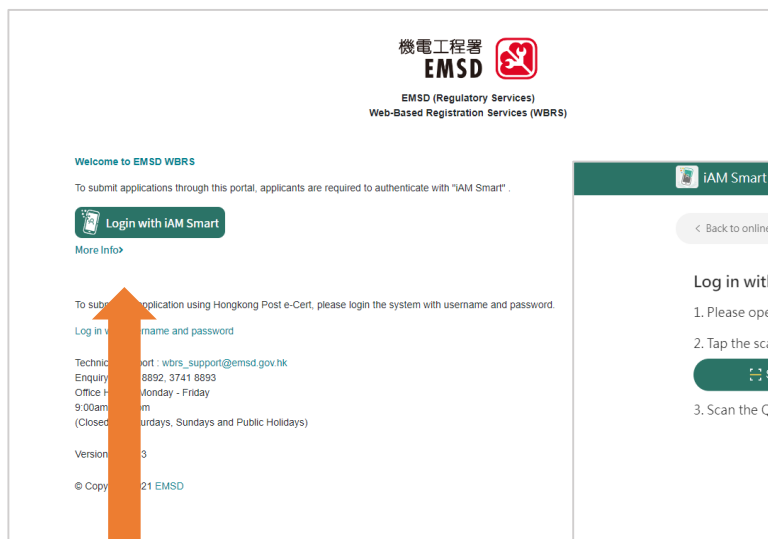
Technical Support : [wbrs\\_support@emsd.gov.hk](mailto:wbrs_support@emsd.gov.hk)  
Enquiry : 3741 8892, 3741 8893  
Office Hours : Monday - Friday  
9:00am - 5:15pm  
(Closed on Saturdays, Sundays and Public Holidays)

Version 1.5.18.3

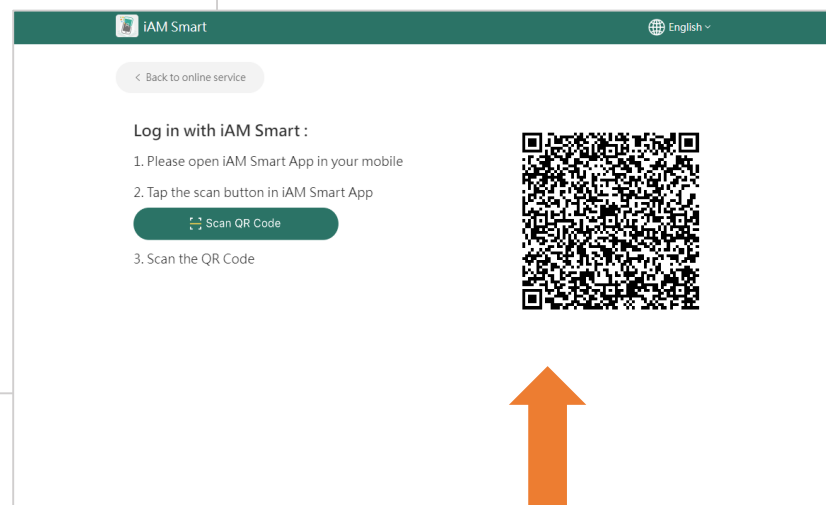
© Copyright 2021 EMSD

## EMSD (Regulatory Services) Web-Based Registration Services

### - Login with computer



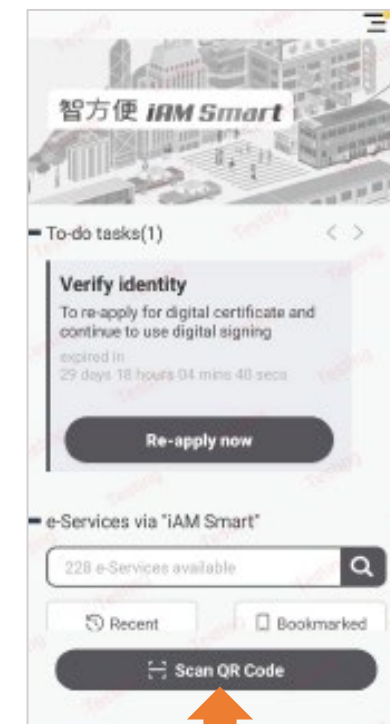
Login with iAM Smart



Use iAM Smart on another mobile, tap the scan button in iAM Smart App, scan the QR code



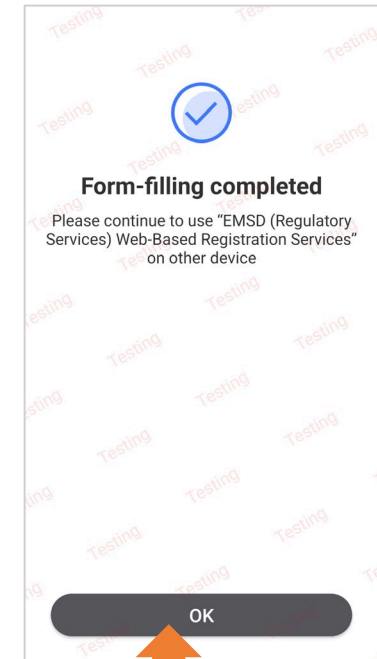
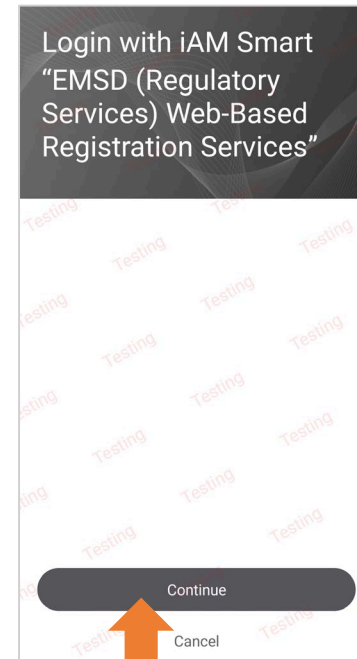
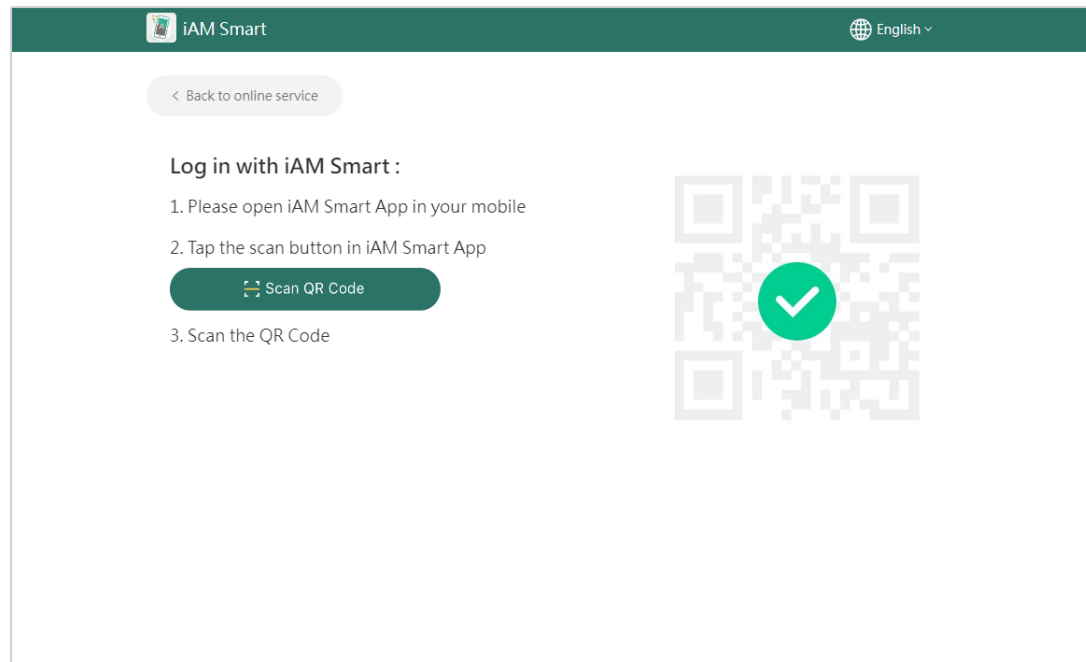
Login iAM Smart Account



Scan QR Code

## EMSD (Regulatory Services) Web-Based Registration Services

### - Login with computer



# “iAM Smart +” Online Registration Tutorial

## Select Form

Form1 : New Application For Registration As A Gas Installer/Application For Change Of Class Of Registration For Registered Gas Installer/Application for Replacement of Lost/Destroyed Registered Gas Installer Card of Grade of Electrical Work Application for Electrical Worker Registration

**ROLE SELECTION**

Please select the role to begin, some functions are restricted to certain authenticated personnel only.

Click the button below to refresh roles:

**Refresh Roles**

or

**Representative REC for GF/WR2 Application**

Representative REC for GF/WR2 Application

**Represent of Registered Electrical Worker**

Represent of Registered Electrical Worker

**Energy Efficiency Labelling Scheme**

Mandatory Energy Efficiency Labelling Scheme (Authorised Person)

Voluntary Energy Efficiency Labelling Scheme (Authorised Person)

Other Applicant

Select “Other Applicant”, then click “Continue”

機電工程署  
EMSD

ENG | 繁

Online Electronic Submission

Outstanding Application(s)

Draft Application(s)

Outstanding Payment(s)

Application History

Application Payment History

Profile

Role Selection

Logout

Select “Online Electronic Submission”

**ONLINE ELECTRONIC SUBMISSION**

Please select the required registration form and click “Start” button to input and submit online application.

Select Type of Service

Lifts and Escalators

| Form No.  | Form Name                                       |
|-----------|---|
| Form LE13 | Application For Duplicate Of Use Permit Or      |
| Form LE18 | Application for Cancellation of Prohibition /   |
| Form LE20 | Report On Examination Of A Lift / Escalator     |
| Form LE27 | Notification of Incident Involving a Lift(s) or |
| Form LE31 | Application For Registration / Renewal Of R     |

Select Type of Service

**ONLINE ELECTRONIC SUBMISSION**

Please select the required registration form and click “Start” button to input and submit online application.

Select Type of Service

Lifts and Escalators

**Gas**

Lifts and Escalators

Builders' Lifts and Tower Working Platforms

Amusement Rides

Electricity

Mandatory Energy Efficiency Labelling Scheme

Voluntary Energy Efficiency Labelling Scheme

Hong Kong Energy Efficiency Registration Scheme for Buildings

Energy Efficiency Conservation

Fresh Water Cooling Towers Scheme

District Cooling Services

Buildings Energy Efficiency Ordinance

Voluntary Registration Scheme for Vehicle Maintenance and Vehicle Maintenance Work

|           |   |
|-----------|---|
| Form LE27 | Notification of Incident Involving a Lift(s) or an Escalator(s) |
| Form LE31 | Application For Registration / Renewal Of Registration As A L   |
| Form LE36 | Application For Registration / Renewal Of Registration As A L   |

Choose “Gas”

## Select Form



Form1 : New Application For Registration As A Gas Installer/Application For Change Of Class Of Registration For Registered Gas Installer/Application for Replacement of Lost/Destroyed Registered Gas Installer Card of Grade of Electrical Work Application for Electrical Worker Registration

### ONLINE ELECTRONIC SUBMISSION

Please select the required registration form and click "Start" button to input and submit online applications.

Select Type of Service

Gas

| Form No. | Form Name  | Mobile/Desktop  | Online Submission     |
|----------|--|---|-----------------------|
| Form 1   | New Application For Registration As A Gas Installer/Application For Change Of Class Of Registration For Registered Gas Installer/Application for Replacement of Lost/Destroyed Registered Gas Installer Card |  /  | <a href="#">Start</a> |

"Start" filling the Form

# "iAM Smart +" Online Registration Tutorial

## Select Form

Form1 : New Application For Registration As A Gas Installer/Application For Change Of Class Of Registration For Registered Gas Installer/Application for Replacement of Lost/Destroyed Registered Gas Installer Card of Grade of Electrical Work Application for Electrical Worker Registration

### NEW APPLICATION FOR REGISTRATION GAS INSTALLER / CHANGE OF CLASS OF REGISTERED / REPLACEMENT OF LOST / REPLACEMENT OF DAMAGED

#### APPLICATION REQUIREMENT

- Printer for printing applications, invoices and receipts If necessary Customised Browser / Java Configuration for running WBRS application
- Adobe Acrobat Reader 6.0 or above for viewing invoices and receipt in PDF files format
- iAM Smart for form signing

#### Note

1. This application form is only to be used for new applications, change of class of registration, replacement of lost and replacement of damaged.
2. The applicant should keep the original documents for inspection by Gas Authority in case of doubt about the application to support academic qualifications, apprenticeship / training and working experience in gas installation work which are relevant to this application.  
(Example: school certificate, craft certificate, certificate in gas engineering (for academic qualification) craft apprenticeship certificate, training modules certificate (for apprenticeship / training))
3. For existing Registered Gas Installer, they should write to the Gas Authority for change of personal information (i.e. address for service by post, changes of name, contact number) or registered gas installer surrender registration document.
4. 'Gas installation Work' means the fabrication, connection, disconnection, testing, commissioning, decommissioning, maintenance, repair or replacement of gas fittings, but does not include--  
(a) the disconnection of a cylinder, or the connection of a cylinder in place of another cylinder, where such disconnection or connection is made at the pressure-regulator or adaptor directly connected to the cylinder concerned; or  
(b) the disconnection or connection of a bunsen burner.
5. Class 1 – Installation, commissioning and routine maintenance of a domestic gas appliance which is a hotplate supplied by not more than one cylinder.  
Class 2 – Installation of -  
(a) a service pipe, and any gas flow control, primary meter or primary meter installation used in connection with such pipe, in domestic premises; or  
(b) an installation pipe in domestic premises.

Back To Menu

Start

### REGISTRATION CARD

### NEW APPLICATION FOR REGISTRATION GAS INSTALLER / CHANGE OF CLASS OF REGISTERED / REPLACEMENT OF LOST / REPLACEMENT OF DAMAGED

\* Indicates a required field

Application Type ⓘ

Select

- New applications
- Change of class of registered
- Replacement of lost
- Replacement of damaged

Choose "New application"

### NEW APPLICATION FOR REGISTRATION AS A GAS INSTALLER

\* Indicates a required field

Section A: Particulars of Applicant

Section B: Qualifications & Experience of Applicant

Authorise "iAM Smart" to provide "e-ME" information

Form Filling with iAM Smart e-ME

More Info

Hong Kong Identity Card Number \*

First name (English) \*

Last name

Name (Chinese)

Date of Birth

Gender

Select

Authorise "iAM Smart" to provide "e-ME" information

Please follow the steps below:

1. Open "iAM Smart" app in your mobile device
2. Tap on "To fill"
3. Tap on "Agree to use" to authorise

Read the notes and agree with the personal data privacy statement, then authorize "iAM Smart" to provide "e-ME" information to fill the form

# "iAM Smart +" Online Registration Tutorial


## Select Form

Form1 : New Application For Registration As A Gas Installer/Application For Change Of Class Of Registration For Registered Gas Installer/Application for Replacement of Lost/Destroyed Registered Gas Installer Card of Grade of Electrical Work Application for Electrical Worker Registration

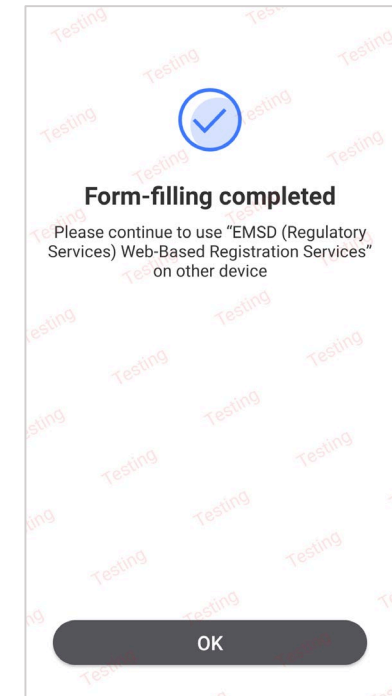
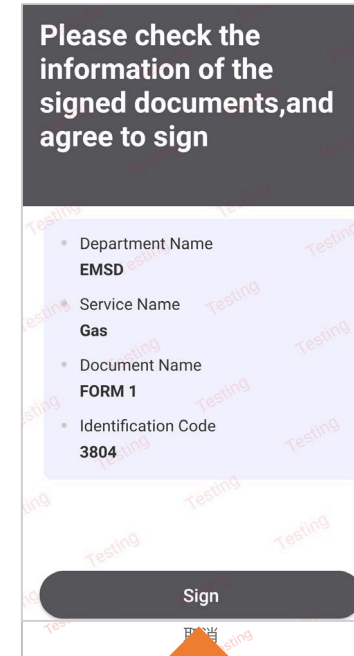
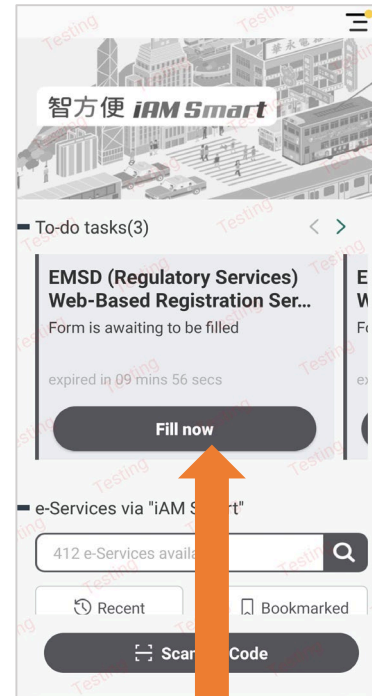
Authorise "iAM Smart" to provide "e-ME" information

Please follow the steps below:

1. Open "iAM Smart" app in your mobile device



2. Tap on "To fill"
3. Tap on "Agree to use" to authorise



"Fill now" and "Agree to use"




## New Application for Gas Installer Registration - Step 1 (Application Form)

**NEW APPLICATION FOR REGISTRATION AS A GAS INSTALLER**  
\* Indicates a required field


Section A: Particulars of Applicant      Section B: Qualifications & Experience of Applicant      Section C: Classes of Gas Installation work being applied for

Authorise "iAM Smart" to provide "e-ME" information



 Form Filling with iAM Smart e-ME

[More Info](#)


Hong Kong Identify Card Number \*

G501366(5) 


First name (English) \*      Last name (English) \*

SIU LUK       CHAN 


Name (Chinese)

陳小六 

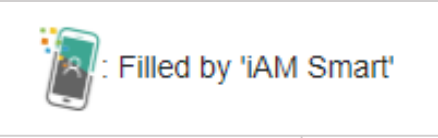
Date of Birth \*

01/01/1980 

Gender \*

Female 

Address for service by post (fill in English) \*



Address for service by post (fill in English) \*

Unit  Select  Floor  Select  Block

Name of Building

Name of Estate / Village

Lot Number

Street  Street no. / Building no.

Select Region

Select District

Same address of service by post

Residential Address (fill in English)

Unit  Select  Floor  Select  Block

Name of Building

Name of Estate / Village

Lot Number

Street  Street no. / Building no.

Select Region

Select District

Telephone Number \*

Back To Menu      Save Draft      Next

Check and fill in Personal Particulars, click "Next"

## New Application for Gas Installer Registration - Step 1 (Application Form)

**NEW APPLICATION FOR REGISTRATION AS A GAS INSTALLER**  
\* Indicates a required field

Section A: Particulars of Applicant      Section B: Qualifications & Experience of Applicant      Section C: Classes of Gas installation work being applied for

The applicant should upload documents to support academic qualifications, apprenticeship / training and working experience in gas installation work which are relevant to this application. (Example: school certificate, craft certificate, certificate in gas engineering (for academic qualification) craft apprenticeship certificate, training modules certificate (for apprenticeship / training))

Academic Qualification (state only the highest qualification attained) \*

Select

Apprenticeship schemes completed \*

Select

Completed training course / unit course

- Forty-Four (44) Weeks Full Time Basic Training for Gas Utilization Fitting at the Gas Industry Training Centre by VTC
- VTC Basic Craft Course in Gas Utilization Fitting
- One year full-time VTC Basic Craft Course in Gas Utilization Fitting
- VTC Basic Craft Certificate in Gas Utilization Fitting
- VTC Gas Utilization Fitting (Town Gas and LPG) Craft Certificate
- VTC Craft Certificate in Gas Service Engineering

Date of the apprenticeship schemes - Date of completion of the apprenticeship schemes (mm/yyyy)

Back    Back To Menu    Save Draft    Next

Fill in Other Particulars, click “Next”

FORM 1  
THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION GAS SAFETY (REGISTRATION OF GAS INSTALLERS AND GAS CONTRACTORS)  
REGULATIONS CAP. 51

**NEW APPLICATION FOR REGISTRATION AS A GAS INSTALLER**  
\* Indicates a required field

Section A: Particulars of Applicant      Section B: Qualifications & Experience of Applicant      Section C: Classes of Gas installation work being applied for

Applicants can click download button for the flowcharts of registration qualifications for each class.

Download

| Class                               | 1                        | 2                        | 3                        | 4                        | 5                        | 6                        | 7                        | 8                        |
|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Classes of Registration applied for | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Back    Back To Menu    Save Draft    Next

Choose the “Grade of Gas Installer applying”, click “Next”

## New Application for Gas Installer Registration - Step 1 (Application Form)

FORM 1  
THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION GAS SAFETY (REGISTRATION OF GAS INSTALLERS AND GAS CONTRACTORS)  
REGULATIONS CAP. 51

**NEW APPLICATION FOR REGISTRATION AS A GAS INSTALLER**  
\* Indicates a required field

|  |                        |   |
|--|------------------------|---|
| <b>Date of Application</b><br>04/09/2023 | <b>Draft No.</b><br>-- | <b>Application Type</b><br>New applications |
|--|------------------------|---|

**Section A: Particulars of Applicant**

**Hong Kong Identify Card Number**  
G5013665

|  |                                      |
|--|--------------------------------------|
| <b>First name (English)</b><br>SIU LUK | <b>Last name (English) *</b><br>CHAN |
|--|--------------------------------------|

**Name (Chinese)**  
譚小六

**Date of Birth**  
01/01/1980

**Gender**  
Female

**Address for service by post (fill in English)**  
juhly,  
yhjja,  
Central, Hong Kong Island

**Residential Address (fill in English)**  
dfhgt.

|                                     |  |  |
|-------------------------------------|--|--|
| <b>Telephone Number</b><br>52740210 | <b>Mobile number (which can receive SMS)</b><br>12345678 | <b>E-mail Address</b><br>wingmanwong@emsd.gov.hk |
|-------------------------------------|--|--|

**Photograph & Photocopy of documents submitted in support of this application**  
The document uploaded to the system will not be saved together with the form in the draft, applicant has to sign and submit this form immediately after uploading the document.

I. Recent colour personal photograph (35mm x 50mm) \*

Drag and drop to upload or click to select a file

(Allow .jpg, .jpeg, .png files only)(Maximum file size is 2 MB)

II. Certificate of apprenticeship

Drag and drop to upload or click to select a file

(Allow pdf files only)(Maximum file size is 2 MB)

III. Employment contract for apprenticeship training \*

Drag and drop to upload or click to select a file

Sign your application with "iAM Smart"


**Service Name : Gas**

**Document : FORM 1**

**Identification code : 3804**

Please follow the steps below:

1. Open "iAM Smart" app in your mobile device



2. Tap on "To Sign"
3. Make sure the identification code shown in "iAM Smart" is the same and tap on "Sign" to complete the digital signing

Check application particulars, upload a recent colour photograph with white background, click "Signing with iAM Smart" after confirmation

Sign the application with "iAM Smart", "Open iAM Smart" to complete the digital signing

## New Application for Gas Installer Registration - Step 2 (Confirmation)

Sign your application with "iAM Smart"


**Service Name : Gas**

**Document : FORM 1**

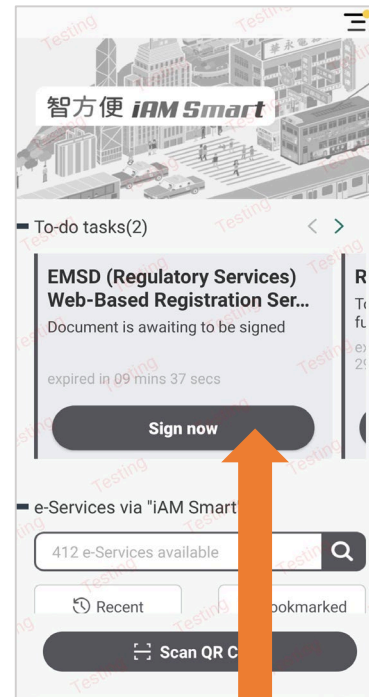
**Identification code : 3804**

Please follow the steps below:

1. Open "iAM Smart" app in your mobile device



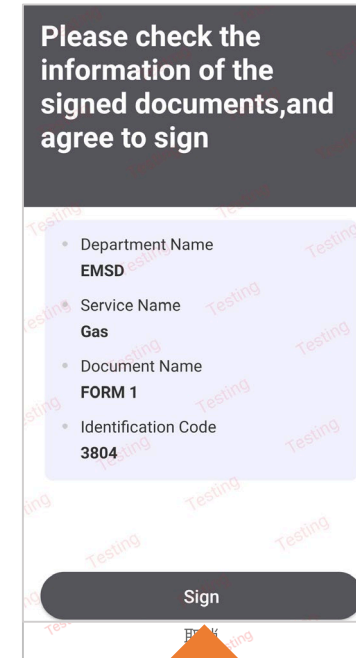
2. Tap on "To Sign"
3. Make sure the identification code shown in "iAM Smart" is the same and tap on "Sign" to complete the digital signing



**Please check the information of the signed documents, and agree to sign**

- Department Name  
**EMSD**
- Service Name  
**Gas**
- Document Name  
**FORM 1**
- Identification Code  
**3804**

**Sign**





**Form-filling completed**


Please continue to use "EMSD (Regulatory Services) Web-Based Registration Services" on other device

**OK**

Sign the application with "iAM Smart +" digital signing

## New Application for Gas Installer Registration - Step 3 (Result) (Online payment)

NEW APPLICATION FOR REGISTRATION AS A GAS INSTALLER



Please note that the application has not been completed. Please settle the payment for this application as soon as possible.

Date: 2023-08-04  
Application No.  
H230000153

You may pay the fee for this current application immediately or you may pay multiple applications.

To pay for this single application fee, press **Proceed to payment**

To pay for multiple application fee, press **Pay multiple forms**

After submission of application, the system will show the following message and generate an application no., click "Proceed to payment"

APPLICATION PAYMENT SUMMARY

Please select your desired payment method

| Application No. | Division             |
|-----------------|----------------------|
| H230000153      | Gas Standards Office |

Payment Method \*

Pay by Online Payment #

**Proceed**

Choose "Pay by Online Payment"

GovHK 香港政府一站通

網上付款服務

查詢  
客戶服務熱線 1823  
電郵 info@emsd.gov.hk

請選擇付款方式：

|        |   |
|--------|---|
| 服務類別   | 機電工程署 (規管服務) 網上註冊服務   |
| 商戶名稱   | Electrical and Mechanical Services Department   |
| 交易日期   | 18-05-2022  |
| 交易參考編號 | 2022 0518 5100 0011   |
| 總額     | HK\$ 395.00   |
| 付款方式*  | <input type="radio"/> JCB <input type="radio"/> mastercard <input type="radio"/> VISA <input type="radio"/> UnionPay 銀聯 <input type="radio"/> 繳費靈 |

**取消付款** **付款**

• 請記錄此交易參考編號或本頁，以備需要時查詢付款狀況。  
• 按「付款」鍵後，請不要關閉網頁，直到收到確認通知書前離開，否則你的申請可能不被接納。

Choose Online Payment Method

## New Application for Gas Installer Registration - Step 3 (Result) (Online payment)

申請費用的繳付總覽

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網上付款成功

付款參考編號：2022051851000011  
付款日期：18/05/2022

| 申請編號       | 部別      | 表格名稱   | 金額       |
|------------|---------|--|----------|
| H220000892 | 氣體標準事務處 | 表格 1- 新申請註冊為氣體裝置技工/註冊氣體裝置技工申請更改註冊證明書類別/註冊氣體裝置技工遺失/損毀補領表格 | \$395.00 |

總金額：\$395.00

請點選 [這裡](#) 下載收據pdf檔。

機電工程署 EMSD

Electrical and Mechanical Services Department  
The Government of the Hong Kong Special Administrative Region  
3 Kai Shing Street, Kowloon, Hong Kong  
機電工程署  
香港特別行政區政府  
香港九龍啟成街3號  
Enquiry Telephone No 查詢電話：(852) 1823

### Web-Based Registration Services 網上註冊服務

#### RECEIPT 收據

Received From 茲收到 : CHAN, SIU MING

Tel 電話 :  
Email 電郵 :

Receipt Date 收據日期 : 18/05/2022  
Receipt Number 收據編號 : AA186728  
Payment Reference No. 付款參考編號 : 2022051851000011  
EGIS Trace No. EGIS參考編號 : 161366  
Number of Applications 申請數目 : 1  
Payment Method 付款形式 : JCB

| Item 項目          | Application No 申請編號 | Application Form Name 申請表格名稱   | Application Date 申請日期 | Amount (HK\$) 費用 (港幣\$) |
|------------------|---------------------|--|-----------------------|-------------------------|
| 1                | H220000892          | GPSD - Form 1 - New Application For Registration As A Gas Installer/Application For Change Of Class Of Registration For Registered Gas Installer/Application for Replacement of Lost/Destroyed Registered Gas Installer Card | 18/05/2022            | 395.00                  |
| <b>Total 總數:</b> |                     |  |                       | <b>395.00</b>           |

Web-Based Registration Services Receipt