

Participate in the quiz
to earn **1** CPD hour

Registration or Renewal of Registration through “iA Smart”

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- Proper Handling of Refrigerants during the Maintenance of Automotive Air-Conditioning Systems
- Highlights of the Awards Presentation Ceremony of the Promotional Video Competition
- Snapshots of the Technical Seminar on Vehicle Maintenance (3)



For enquiries

☎ 2808 3545 📠 3968 7646 📞 9016 3185

✉ vmru@emsd.gov.hk

機電工程署
EMSD



In the previous issue, we introduced how vehicle mechanics and vehicle maintenance workshops can apply for registration or renewal of registration through "iAM Smart". In this issue, we will elaborate on how to submit an online application through the "EMSD (Regulatory Services) Web Based Registration Services" and "iAM Smart" with a mobile phone or computer. Applying online through "iAM Smart" is easy and convenient, saving applicants the time to submit the applications in person or by post. Please visit the website or scan the QR code below to install "iAM Smart".

<https://www.iamsmart.gov.hk/en/about.html>



Applicants must register or upgrade their accounts to "iAM Smart+" in advance for digital signing and submission of applications. Please visit the website or scan the QR code below to browse the locations for registering or upgrading to "iAM Smart+".



1. Locations for registering or upgrading to "iAM Smart+"

https://www.iamsmart.gov.hk/en/reg_location.html



2. Addresses of post offices

https://webapp.hongkongpost.hk/en/about_us/network/post_offices/index.html#list

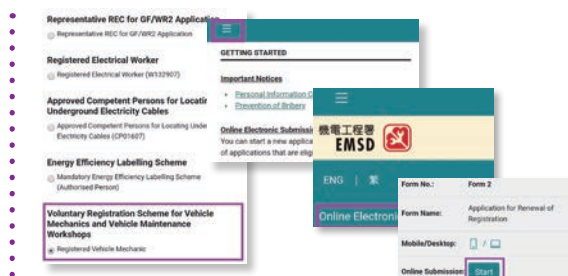


Below is a demonstration of how a registered vehicle mechanic can apply for renewal of registration through "iAM Smart" with an Android smartphone.

1 Start Registration



Open "iAM Smart", log in to your personal account and select "EMSD (Regulatory Services) Web-based Registration Services" under "Online services".

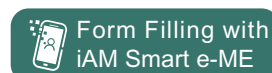


Tap on "Registered Vehicle Mechanic" and "Online Electronic Submission" on the menu. Then select Form 2 and tap on "Start".



To apply through the web version, please visit <https://wbrs.emsd.gov.hk/wbrs/#/>, scan the QR code and log in with "iAM Smart". The process is similar to that of the mobile version.

2 Fill in personal particulars



If you tap on "Form Filling with iAM Smart e-ME", the Web-based Registration Services (the System) will fill in the personal particulars, including email address, mobile phone number and postal address of the applicant automatically.

Proceed Application without iAM Smart Form Filling

If you want to fill in personal particulars yourself, you may tap on "Proceed Application without iAM Smart Form Filling".

3 Fill in employment information

The form will automatically display the company information provided in the last application. If any change to information of the present company is required, please tick "Update Present Company", and select "Unemployed", "Search Present Company Particulars by the Registration No. of Registered Vehicle Maintenance Workshop" or "Input Present Company Particulars" under "Category of Updating Present Company" to update employment information.

Update Present Company

Category of Updating Present Company *

Select

Unemployed

Search Present Company Particulars by the Registration No. of Registered Vehicle Maintenance Workshop

Input Present Company Particulars

4 Verify existing registration particulars

Under "Existing Registration Particulars", the System will display the registration number, registered service class and primary service of the applicant. Please verify the information. Tap on "Next" if the information is correct.

Registration No. *

VM013 *****

Registered Service Class *

Mechanical

M

Primary Service

Mechanical(M)

Next

5 Fill in information about vehicle maintenance experiences

Input the registration number of the registered vehicle maintenance workshop to search for the company which the applicant works for. For the applicant who has worked for two or more companies in the past three years, please tap on "Add Contact Details" to fill in each work experience. Tap on "Next" when the process is completed.

Company *

Electrical and Mechanics

Name of Referee *

Designation *

Telephone No. *

3155 ***** Add Contact Details

Input the particulars of the company referee, including his/her name, designation, telephone number and address for each work experience. For the applicant who has worked for two or more companies in the past three years, please tap on "Add Contact Details" to fill in the particulars of the referee of each company. Tap on "Next" when the process is completed.

Working Experience (1)

Registration No. of Registered Vehicle Maintenance Workshop

VMW Search

Company *

Period *

DD/MM/YY - DD/MM/YY

If the exact day (DD) cannot be provided, please select 01 as the day. If this is your present job, please select today as the End Date.

Service Class Carried out *

M

6 Fill in information about continuing professional development

Input the number of continuing professional development (CPD) hours in the past three years.

For the applicant who has registered with the VM Learning Station, there is no need to submit the CPD record on the VM Learning Station. Please input the email address of the VM Learning Station and tap on "Next".

(D) Continuing Professional Development

Number of hours in the last 3 years for continuing professional development (at least 20 hours)

Hours

User ID (Email Address) of VM Learning Station

Example@mail.com

Next

7 Submit supplementary documents

On the "Application Confirmation" page, the System will display all information provided by the applicant.



Proofs of work



CPD records



A recent colour photo (size: 3.5cm x 5cm)

Photocopy of documents to substantiate working experience (please include apprenticeship certificate, if any)

You may upload up to 3 documents. The maximum file size of each documents is 5 MB

Choose File(s) No Files Chosen

Add Attachment

Photocopy of documents to substantiate attendance the required continuing professional development

You may upload up to 20 documents. The maximum file size of each documents is 5 MB

Choose File(s) No Files Chosen

Add Attachment

Delete Uploaded File(s)

* Note: The size of each file should not exceed 5MB. Applicants can take pictures of the supporting documents and upload the files directly with their mobile phones.

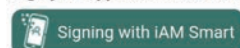
8 Read and acknowledge the declaration

Finally, read the declaration and tick "I have read and understood the declaration above, and agreed to provide the above information to EMSD". Then tap on "Signing with iAM Smart" to submit the application.

I confirm that I have read and agreed with the [Personal Data Privacy Statement](#) in this Form.

I have read and understood the declaration to provide the above information to EMSD

Sign your application with "iAM Smart"



9 Sign with iAM Smart

After tapping on "Signing with iAM Smart", the System will display an identification code and ask the applicant to authorise digital signing in "iAM Smart". "iAM Smart" will return the signed digital certificate to the System for confirmation.

Sign your application with "iAM Smart"

Service Name : Voluntary Registration Scheme for Vehicle Mechanics and Vehicle Maintenance Workshops

Document : Form 2

Identification code 4049

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 showing 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

Organisation Name
EMSD

Service Name
Voluntary Registration Scheme for Vehicle Mechanics and Vehicle Maintenance Workshops

Document Name
Form 2

Identification Code
4049

10 The application is completed

Upon the completion of the application, a message of "Application Submitted" and the application number of the applicant will be displayed on the screen. The applicant should retain the application number for enquiries in the future.



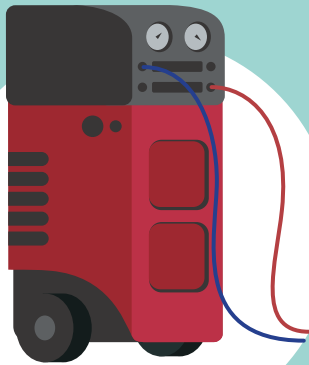
Application Submitted

Application No.:N22*****

Date:22/11/2022

The Environmental Protection Department (EPD) has produced five videos to promote environmental protection messages to the industry in a novel and interesting way, four of which were introduced in Issues 35 to 38 of the RVM Newsletter, covering topics on spray paint odour, effluent and noise problems. In this issue, the fifth video will be introduced and possible refrigerant-related problems that may arise during the maintenance of vehicles in garages, including illegal disposal of refrigerants, leakage of refrigerants during the injection, leakage of refrigerants during the maintenance or dismantling of vehicles and use of refrigerant recovery machines yet to be approved, as well as proper methods for handling refrigerants will be explained.

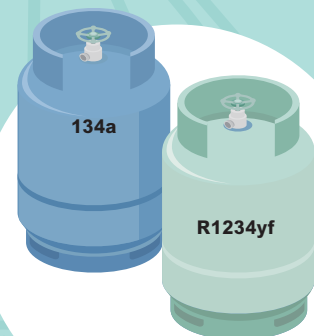
Use approved
refrigerant recovery
machines



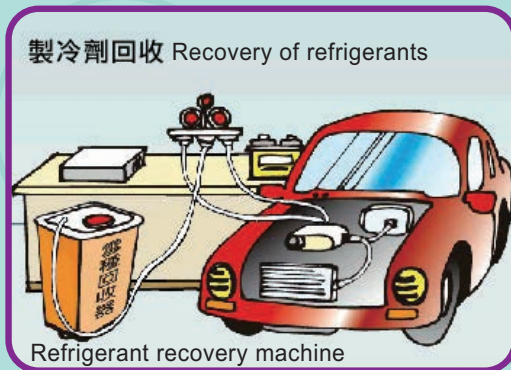
Avoid mixing different
types of refrigerants or
impurities.



Purchase and use
legally imported
refrigerants.



How should refrigerants be handled during the maintenance or dismantling of vehicles? Please scan the QR code below to watch the video:

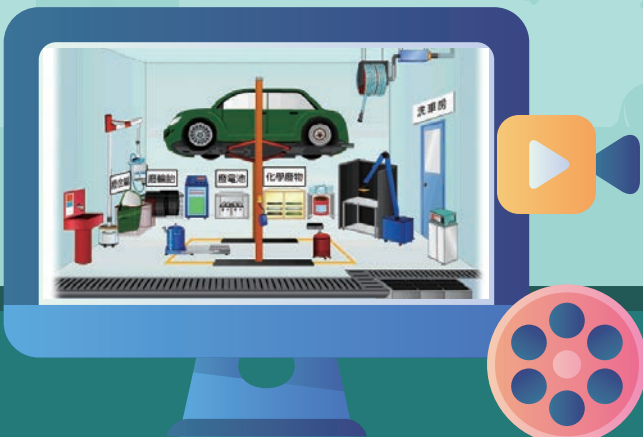


The Ozone Layer Protection Ordinance (Cap. 403) and its subsidiary regulation, i.e. the Ozone Layer Protection (Controlled Refrigerants) Regulation (Cap. 403B), prohibit the release of controlled refrigerants into the atmosphere during the maintenance of automotive air-conditioning systems. Any person who fails to comply with the relevant statutory requirements commits an offence and is liable to a maximum fine of \$100,000 upon conviction. To protect the ozone layer on Earth, garages should formulate the best practices for their operation, including:

- Use refrigerant recovery machines approved by the EPD to recover refrigerants for recycling.
- Recover refrigerants according to the operation manual of the refrigerant recovery machine and pay attention to warnings given by the recycling machine.
- During the replenishing of refrigerants, exercise care in examining refrigerant recovery machines and all pipe joints to avoid leakage of refrigerants.
- After replenishing refrigerants, use instruments to check for refrigerant leakages. Fluorescent dyes may be used to ascertain the leakage locations promptly.
- Maintain proper and detailed refrigerant consumption records.
- Purchase controlled refrigerants from lawful and reputable wholesalers and retailers to avoid acquiring illegally imported or contaminated refrigerants.
- Handle refrigerants with care and avoid mixing different types of refrigerants
- Before maintaining an air-conditioning system, refrigerants in the system must be recovered with a refrigerant recovery machine for recycling.
- Vehicle maintenance workshops that produce spent refrigerants should register as a chemical waste producer and dispose of spent refrigerants properly in the same way as chemical waste. Do not discharge refrigerants casually.

The EPD's thematic webpage on Green Garage contains more information about green vehicle repair workshops. Please visit the following website:

https://www.epd.gov.hk/epd/english/greengarage/solutions/solutions_env.html



Environmental Protection Department
The Government of the Hong Kong
Special Administrative Region

The Voluntary Registration Scheme for Vehicle Maintenance Promotional Video Competition (the Competition) jointly organised by the Vehicle Maintenance Registration Unit and the Vehicle Maintenance Technical Advisory Committee (VMTAC) was successfully concluded. Thanks to the support from all sectors of the community, the Competition received an overwhelming response with a total of 36 high-quality entries submitted. Through making a video, contestants fully demonstrated their creativity to introduce the information about the Voluntary Registration Scheme for Vehicle Mechanics (VRSVM) and the Voluntary Registration Scheme for Vehicle Maintenance Workshops (VRSVMW), and matters related to vehicle maintenance such as ideal and tidy vehicle maintenance workshop, best vehicle maintenance service, best maintenance experience, etc., in plain and concise language. An adjudication panel comprised of members of the VMTAC selected the winning entries based on assessment criteria such as the content accuracy, creativity, fun, editing skills, sound effects of each video, etc.

In view of the epidemic and strict anti-epidemic measures, the Awards Presentation Ceremony was postponed to 2 September 2022 at the EMSD Headquarters. A total of 13 prizes were awarded that day, including the Champion, 1st Runner-up, 2nd Runner-up and Merit Awards of the Open Category and the School Category respectively, and the Most Supportive School Award.



The Assistant Director/Gas and General Legislation, Mr Vincent CHOW, officiated and delivered a speech at the Awards Presentation Ceremony.



The Assistant Director/Gas and General Legislation, Mr Vincent CHOW (middle), the Chief Engineer/Gas Standards B, Mr Eric WONG (first right) and the Senior Engineer/Vehicle Maintenance Registration 1, Mr NG Kar Wai (first left), took a group photo with the winners.

The championship of the Open Category went to Mr WONG Ting-fung and Ms LAI Yuen-ting. Their video introduced in animation specific details of the VRSVM and the VRSVMW, including the features of the schemes, eligible criteria, validity period and renewal conditions, which are concise and easy to understand. The championship of the School Category went to a team comprised of four students, i.e. LAM Tsz-yuet, AU YEUNG Chin-wai, YUNG Yu-ching, CHENG Hoi-ting from SKH St Michael's Primary School. In the video, they appealed to the public from client perspective to make smart choices for vehicle maintenance workshops and bring out the advantage of the relevant scheme, i.e. providing recognition for vehicle maintenance technicians to ensure the quality and safety of vehicle maintenance services.

Open Category

Champion	Mr WONG Ting-fung and Ms LAI Yuen-ting
1st Runner-up	Ms CHEUNG Cho-shan
2nd Runner-up	Mr CHUI Wai-cho Virgil, Mr CHAN Wai-man and Mr WONG Yun-chiu, Raymond
Merit Awards	Ms LAM Suk-ye Mr LEE Wun-ting, Mr WONG Ho-yan, Ms LEUNG Chun-yi, Ms KWOK Yick-han and Mr TUNG Pak-ho Mr CHOI Hing-fung



Champion of the Open Category



1st Runner-up of the Open Category (the award was received by her friend/relative)



2nd Runners-up of the Open Category



Winner of the Merit Award of the Open Category



Winner of the Merit Award of the Open Category



Winner of the Merit Award of the Open Category

The Awards Presentation Ceremony was officiated by the Assistant Director/Gas and General Legislation, Mr Vincent CHOW, who together with the Chief Engineer/Gas Standards B, Mr Eric WONG, and the Senior Engineer/Vehicle Maintenance Registration 1, Mr NG Kar Wai, shared the joy with winners. In his speech, Mr CHOW said, "We have organised this competition especially for both the general public and students to participate, hoping that they will have more understanding of the two schemes and the latest developments of the vehicle maintenance trade." He also mentioned that the Government had launched the Hong Kong Roadmap on Popularisation of Electric Vehicles to fully promote the adoption of electric vehicles. He encouraged more young people to join the new energy vehicle trade and the automotive technology trade, helping Hong Kong achieve the target of carbon neutrality.

School Category

Champion	LAM Tsz-yuet, AU YEUNG Chin-wai, YUNG Yu-ching and CHENG Hoi-ting (SKH St. Michael's Primary School)
1st Runner-up	CHAN Ka-yiu, FUNG Tsz-ying, LEE Zeon Hei and MAN Ching-lam (Queen Elizabeth School Old Students' Association Secondary School)
2nd Runner-up	CHEUNG Tsz-ki and CHAN Hei-loi (CCC Fong Yun Wah Secondary School)
Merit Awards	HUI Kwan-ting, TONG Man-ching, AU Yat-long, YUEN Wai-ching and YIP Tsz-ying (TWGHs Mrs Wu York Yu Memorial College) CHEUNG Hau-kan, LI Chun-hei and NG Sui-hang (Caritas St. Joseph Secondary School) LIU Jinbang and HUANG Qihao (Hong Kong Teachers' Association Lee Heng Kwei Secondary School)
Most Supportive School Award	Hong Kong Teachers' Association Lee Heng Kwei Secondary School



Champions of the School Category



1st Runners-up of the School Category



2nd Runner-up of the School Category



Winner of the Merit Award of the School Category



Winner of the Merit Award of the School Category



Representatives of the winner of the Most Supportive School Award, Hong Kong Teachers' Association Lee Heng Kwei Secondary School.

A list of the winners and the champion entries have been uploaded to the EMSD's website:

https://www.emsd.gov.hk/en/supporting_government_initiatives/registration_scheme_for_vehicle_maintenance/index.html

The Institute of the Motor Industry Hong Kong (IMIHK) has been commissioned by the VMRU to organise eight webinars for the industry starting from December 2021 to early 2024, covering latest developments of the voluntary registration schemes, latest equipment and technology in the industry, application of safety equipment, safety precautions in the repair of new types of vehicles including electric vehicles, hybrid vehicles, etc. Each participant is eligible to earn three continuing professional development (CPD) hours.

The third webinar was held on the evening of 24 September 2022 (Saturday), during which vehicle battery systems and automotive electronics fundamentals were introduced. Mr KW LEUNG and Mr KW YEUNG were invited to deliver professional presentations and explain in simple terms the working principles and application of various automotive parts for participants to have a better understanding of the professional development and skills upgrading of the industry.



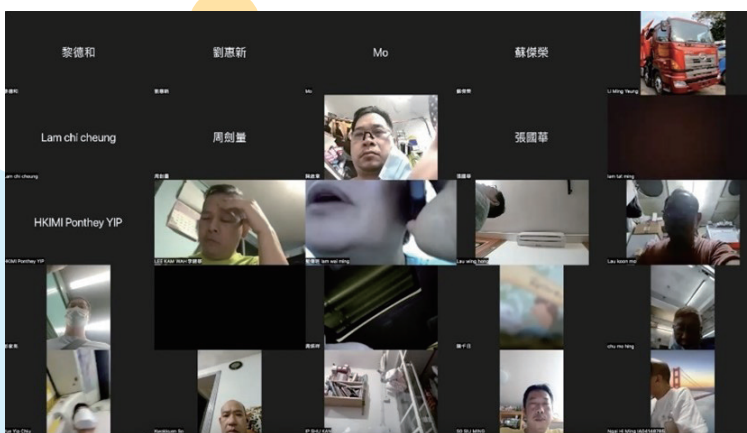
The IMIHK representatives hosting the webinar



A group photo of staff members and representatives of the IMIHK before the webinar



Technical webinar



A group photo of online participants



The fourth webinar will be held on the evening of 17 December 2022 (Saturday) and cover automotive lighting system, automotive battery management system, automotive fuel and lubricant as well as internal combustion engine — combustion theory. For details and the registration method, please refer to the information below.

Technical Webinar Series

Organized by



Co-organized by



Enrollment QR CODE

Technical Webinars on Vehicle Maintenance

Course features: The program covers a variety of knowledge in relation to automotive industry, including the introduction of legislative requirements of vehicle maintenance workshops, occupational safety and health requirements related to maintenance, technology and the latest development of vehicle maintenance, technology of electric vehicles and new energy vehicles, etc.

Target participants: Vehicle Mechanics, Person-in-charge of vehicle Maintenance workshop, or holders of Hong Kong qualification framework (QF) level 2 in automotive engineering.

Technical Webinar (4)

Date / Time: 17 - 12- 2022 (Saturday) / 18:30 – 21:30

Model of delivery: Online @ Zoom

Fee: Free of Charge

Medium of instruction: Cantonese

Quota: 1000 persons, first come, first served.

Contents:

- Automotive lighting system - Mr. KEAY Hong Kai
- Automotive battery management system - Mr. LEUNG Ka Wai
- Automotive fuel and lubricant - Mr. MOK Kin Yu
- Internal combustion engine-combustion theory - Mr. MOU Yun Nin

A 3-hour CPD e-certificate of attendance will be issued to participants

Enquiry or submission of Enrollment Form – Telephone: 2625 5903, Fax 2625 5923 or Email: enquiry@hkimi.org.hk

Technical Webinar (4)

Enrollment Form

If interested, please fax or email the completed form to IMIHK or scan the QR code on the poster for enrollment. Places are limited, late applicants will be put on a reserved list.

The link of the Technical Webinar will be sent one day before the event via email or WhatsApp according to your email or mobile number provided.

Name: (Chinese) _____ (English) _____

Mobile Number (For WhatsApp use): _____; Email Address: _____

RVM Registration Number (If any): _____

- I agree with my personal data including name, mobile number and email address will be used for the purpose related to the participation of programmes and activities offered by The Institute of The Motor Industry Hong Kong (IMIHK) and The Electrical and Mechanical Services Department.

UPCOMING EVENT: Technical Webinar (5) on 25-03-2023 (Saturday)

Contents include: Chassis control (1) - Steering, brake and suspension; Fossil fuel power unit - fuel metering, engine control and diagnosis; Emission control

Our role is to improve the professional standards of individuals in the motor industry through promoting road safety, better environment, trade standards and professional training.

- 1 Registered vehicle mechanics who have switched to work in another vehicle maintenance workshop should notify the VMRU by **e-mail (vmru@emsd.gov.hk) or fax (3968 7646) the name, address and telephone number of the new workshop.**
- 2 If there is any change in the information of the vehicle maintenance workshop (such as name of the workshop, registration number of the workshop, address, contact number and business registration certificate, etc.) or alteration in the type of workshop being registered, the person-in-charge of the workshop must, within **14 working days** of such change, notify the VMRU of the change in writing, and submit the relevant documents for processing.

Information on the Voluntary Registration Scheme for Vehicle Mechanics:

Total number of vehicle mechanics	10 303 ^{Note 1}
Number of registered vehicle mechanics (as at end-Oct 2022)	8 265

Information on the Voluntary Registration Scheme for Vehicle Maintenance Workshops:

Total number of vehicle maintenance workshops	2 783 ^{Note 2}
Number of registered workshops (as at end-Oct 2022)	2 044

Note1: 2019 Manpower Survey Report (updated on 13 January 2020) by the Vocational Training Council and the Automobile Training Board

Note2: Database of the VMRU (updated in July 2019)

If you wish to help protect our environment by receiving the electronic version of RVM Newsletters and leaflets, please send us the completed reply slip by e-mail: vmru@emsd.gov.hk or WhatsApp: 9016 3185. We will contact you by means of e-mail or mobile communication as far as possible.

Reply Slip

I/My company would like to receive the RVM Newsletters and other information leaflets by e-mail / WhatsApp

Please provide the relevant contact details for the above selected means of communication:

Name: _____ Vehicle Mechanic Registration No.: VM _____

E-mail address: _____ WhatsApp : _____

The electronic version of the RVM Newsletter is also available on the EMSD website:

https://www.emsd.gov.hk/en/supporting_government_initiatives/registration_scheme_for_vehicle_maintenance/publications_and_circulars/rvm_newsletter/index.html











Note

Starting from 15 July 2018, new application for registration as Type Four workshop (i.e. a workshop situated at a residential building or a composite building with domestic part) is no longer accepted. Furthermore, requests for conversion from a registered Type One, Type Two or Type Three workshop to a Type Four workshop will not be entertained.



Providing Continuing Professional Development Courses for Vehicle Mechanics (in random order)

Name of Training Institute	Website/Contents	Enquiry Tel. No.	QR Code
Traffic Services Employees Association	http://www.facebook.com/tseahk	2575 5544	
Pro-Act Training and Development Centre (Automobile)	<p>http://www.proact.edu.hk/automobile Certificate in Vehicle Mechanical Repair#, a programme run by the Pro-Act Training and Development Centre (Automobile) may serve as another means for qualifying as registered vehicle mechanics. Mechanics who are interested in enrolling in the above programme may visit the website of the Centre. # For details and latest developments of the programme, the information issued by the Pro-Act Training and Development Centre shall prevail.</p>	2449 1310	
The Institute of the Motor Industry Hong Kong	<p>http://www.hkimi.org.hk The Institute of the Motor Industry Hong Kong (IMIHK), formerly known as the Institute of the Motor Industry (IMI) - Hong Kong Branch, brings the mission and vision of the IMI to the Hong Kong automobile industry. After the reunification in 1997, the IMI - Hong Kong Branch applied to be renamed the IMIHK in Hong Kong. Eligible members of the trade are welcome to join the IMIHK or enroll in its courses or talks.</p>	2625 5903	
Hong Kong Vehicle Repair Merchants Association Limited	https://www.facebook.com/HKVRMA/	2399 7977	
Hong Kong Vehicle Repairing Industry Employee General Union	http://www.vrunion.hk	2393 9955	
Occupational Safety and Health Council	<p>http://www.oshc.org.hk The Safety Handling of Chemicals course aims to provide employees with basic knowledge of the safe handling of chemicals. The course content includes hazards of chemicals, labelling of chemicals, safety precautions, personal protective equipment, emergency procedures, etc. For more course details, please contact the Occupational Safety and Health Training Centre.</p>	2311 3322	
The Society of Operations Engineers (Hong Kong Region)	http://www.soe.org.hk	2617 0311	
Qualifications Framework recognised courses	http://www.hkqr.gov.hk	2836 1700	

Gentle Reminder

The contents in each issue help you catch up on the development of the registration schemes and enhance the quality of service.

Please stay tuned! Each issue is available for downloading on the EMSD website:

<https://reurl.cc/nZende>

For enquiries on the contents of the RVM Newsletter, please contact the VMRU of the EMSD.

Fax No.: 3968 7646

E-mail: vmru@emsd.gov.hk

Tel. No.: 2808 3545

WhatsApp: 9016 3185

Members of the Editorial Working Group:

Mr YIP Sui-pong (Chief Editor), Mr YIP Lai-hing, Mr CHAN Lap-yan, Mr WONG Lik-kuen, Mr CHEUNG Kam-hung, Mr CHUI Hau-leung, Mr CHAN Kwok-tin, Mr WONG Chi-hang, Mr MOK Kin-yue, Mr CHAN Tung and the Vehicle Maintenance Registration Unit.

