How to Apply

Applications for vehicle mechanic registration should be made to the Vehicle Maintenance Registration Unit (VMRU) of the Electrical and Mechanical Services Department (EMSD). The procedures for application are as follows:

1 Web-Based Application (Recommended) through "iAM Smart"

Or

2 Paper Form Application

(i) by downloading Form 1 from the EMSD website at www.emsd.gov.hk

Or

in person from the EMSD Registration and Permit Office at Ground Floor, 3 Kai Shing Street,Kowloon, Hong Kong during the following office hours: Weekdays 09:00 to 17:15 (On Saturdays, Sundays and public holidays, the office will be closed.);

Or

in writing to the Vehicle Maintenance Registration Unit of the Electrical and Mechanical Services Department by post to 3 Kai Shing Street, Kowloon, Hong Kong, by fax to 3521 0243 or by e-mail to vmru@emsd.gov.hk and provide contact telephone number and state the requisite application form i.e. Form 1.).

(ii) Complete the application form according to the Guidance Notes provided with application form.

(iii) Submit the completed application form together with supporting documents and materials by either of the following ways:

in person to the EMSD Registration and Permit Office at Ground Floor, 3 Kai Shing Street,Kowloon, Hong Kong during the following office hours: Weekdays 09:00 to 17:15(On Saturdays, Sundays and public holidays, the office will be closed.)

Or

by post to the Vehicle Maintenance Registration Unit of the Electrical and Mechanical Services Department, 3 Kai Shing Street, Kowloon, Hong Kong.

Enquiries

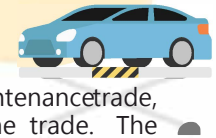
Please contact the Vehicle Maintenance Registration Unit (Telephone: 2808 3545, Fax: 3521 0243, E-mail: vmru@emsd.gov.hk,

Address: Electrical and Mechanical Services Department, 3 Kai Shing Street, Kowloon, Hong Kong) or dial the Citizen' s Easy Link 1823.

(10/2024)



Purpose of Registration



With a view to enhancing the standard of the local vehicle maintenancetrade, a registration scheme for vehicle mechanics is introduced for the trade. The purpose of the registration scheme is to allow vehicle mechanics in possession of necessary qualification and/or experience in connection with vehicle maintenance to be registered by the Vehicle Maintenance Registration Unit of the Electrical and Mechanical Services Department. It is a voluntary scheme at the present stage.

Registered vehicle mechanic means that he/she has the adequate training and competence to carry out vehicle maintenance work within the ambit of the registered service class. In addition, registered vehicle mechanics shall accept to follow a set of Code of Conduct and be monitored by a performance monitoring system. The scheme will facilitate the public to identify registered vehicle mechanics easily and will uplift the professional image of the vehicle maintenance trade.

Registration Classifications

Vehicle repairs and servicing activities are categorized into the following four service classes and seven specific service classes :

Services	Coverage	Code
Mechanical	This covers the repairs and servicing of all chassis systems and components including vehicle engines, transmissions, brakes, steering, air conditioning system, lubrication and tyre work, but excluding fuel system of LPG vehicles. This also covers some basic electrical work.	M
Electrical	This covers the repairs and servicing of all electrical and electronic systems as well as air conditioning system within a vehicle. Examples are installation, servicing, repairs, diagnosis, testing and commissioning of electrical and electronic equipment and devices and their wirings.	E
Body Repair	This covers body repair . This also covers some simple electrical work which is limited to disconnection and reconnection of electrical equipment and devices.	B1
Body Painting	This covers body painting . This also covers some simple electrical work which is limited to disconnection and reconnection of electrical equipment and devices.	B2
Specific	This covers specific work related to vehicle maintenance but not fully fitting in the above M, E and B Services.	S

Under the Specific Services [S], there are different classifications as follows:

1 **s1** Motorcycle maintenance

2 **s2** Tyre work

3 **s3** Battery work (24V)

4 **s4** Lubrication work

5 **s5** Car accessories work

6 **s6** Air conditioning work

7 **s7** Body building work

Service Scope

Since 22 July 2024, registered vehicle mechanics are classified into the following four service scopes. First-time applicant who has not completed the specific electric vehicle training course should choose service scope "IC".

Scope	Coverage	Code
Internal Combustion Engine Vehicle	Repair and maintenance of internal combustion engine vehicles under the registered class	IC
Electric Vehicle (Elementary)	Repair and maintenance of non-high voltage items of electric vehicle under the registered class (except motorcycle)	EVE
Electric Vehicle (Low voltage)	Repair and maintenance of electric vehicle under the registered class with isolated vehicle traction battery system	EVL
Electric Vehicle (High voltage)	Repair and maintenance of electric vehicle under the registered class with or without isolated vehicle traction battery system	EVH

Registration Requirement

A. An applicant for registration with a primary service class under M, E, B1 or B2 shall possess the following qualification and/or experience:

i. (a) Pass in relevant trade test organized by the Automobile Training Board; or
(b) Relevant craft certificates or above offered by a local training institute or equivalent and a minimum of 5 years of recent relevant working experience; or

(c) A Statement of Attainment at Level 3 of the Hong Kong Qualifications Framework (HKQF) for the relevant service class awarded by an assessment agency under the Recognition of Prior Learning (RPL) mechanism of the automotive industry; or

(d) A relevant apprenticeship training contract registered under the Apprenticeship Ordinance (Chapter 47) in the motor vehicle industry has been completed with above (b) certificate, and subsequently at least one year of relevant practical work experience has been obtained.

ii. The applicant shall have at least 20 hours of continuing professional development record within the immediately past 3 years .
An applicant applying for registration with more than one service class within Services M, E and B1 and B2 shall specify his/her primary service class for registration in the application.

B. An applicant for registration under the Specific Services [S] shall possess the following experience:

i. S1 : A minimum of 5 year of recent relevant working experience
S2/S3/S4/S5/S6 : A minimum of 1 year of recent relevant working experience
S7 : A minimum of 3 year of recent relevant working experience

ii. The applicant shall have at least 20 hours of continuing professional development record within the immediately past 3 years .