

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



Sharing Session by Students of Electric Vehicle Maintenance Courses cum Presentation Ceremony of Registration Cards for Vehicle Mechanics with Electric Vehicle Maintenance Service Classes Successfully Held



- The VMRU Visited the KMB Academy and Approved Two EV Maintenance Courses
- Integrity Risk Management of the Vehicle Maintenance Industry
- Latest Updates of Vehicle Maintenance Registration Unit



For enquiries

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機電工程署
EMSD



The Vehicle Maintenance Registration Unit (VMRU) of the Electrical and Mechanical Services Department (EMSD), together with the Hong Kong Vehicle Repair Merchants Association (HKVRMA), held a sharing session by students of electric vehicle (EV) maintenance courses cum a presentation ceremony of registration cards for vehicle mechanics with EV maintenance service classes in the lecture theatre on the seventh floor of the EMSD Headquarters on the evening of 13 September 2024. Registration cards for vehicle mechanics with EV maintenance service scope were issued to the first batch of 40 registered vehicle mechanics (RVMs) in the trade who had completed accredited EV maintenance courses and registered for the addition of EV maintenance service scope under the Voluntary Registration Scheme for Vehicle Mechanics (VRSVM). The event received an enthusiastic response with a full house, attended by a total of 160 RVMs and trade practitioners.

At the event, Mr NG Kar-wai, Acting Chief Engineer/Gas Standards B, mentioned in his opening speech that the EMSD has all along been committed to enhancing the professional image of the trade, and the VMRU has also established a one-stop virtual interactive training centre – VM Learning Station – to facilitate continuous learning of the trade. On this online platform, vehicle mechanics could obtain the latest training information, apply to participate in continuing education activities held by different organisations, and manage training records, so that they could acquire knowledge of vehicle maintenance anytime and anywhere, continuously adding value to themselves. Since last November, the VRSVM officially applied the Recognition of Prior Learning (RPL) mechanism, allowing seasoned vehicle mechanics without qualification certificates to convert their valuable work experience into qualifications at Level 3 for applying to become VRMs. As EVs have become increasingly popular in recent years, related maintenance needs have also arisen. After referring to practices in the Mainland and overseas regions, the VMRU has launched relevant EV maintenance courses with the Vocational Training Council (VTC) and other organisations, and included EV maintenance services in the VRSVM. At the same time, the VMRU has also compiled the Practice Guidelines for Electric Vehicle Maintenance for the trade to cope with the rapid development of EVs, and open up a broader career path for RVMs.



Mr NG Kar-wai, Acting Chief Engineer/Gas Standards B, gave an opening speech for the event.



Mr Ng Kar-wai, Acting Chief Engineer/Gas Standards B (front row, fourth right), Mr YEUNG Ka-wo, Honorary President of the HKVRMA (front row, third right) and Mr LAU Chun-wai, Chairman of the HKVRMA (front row, second right), Dr LEE Yiu-pui, Chairman of the Institute of the Motor Industry Hong Kong (front row, fourth left), Ms CHAN Chin-mei, General Manager of the VTC (front row, third left), Ms HAU Ka-man, Senior Manager of Qualifications Framework Secretariat (front row, second left), Mr MOK Kin-yue, President of the Federation of Automobile Services Industry Hong Kong (front row, first left), Dr YEUNG Koon-chuen, Principal Consultant of the OSHC (front row, first right), Mr LAM Hing-cheong, Chairman of the Environment Vehicle Repairers Association (back row, first left), Mr WONG Yiu-kwong, Honorary President of the Hong Kong Vehicle Repair Merchants Association (back row, second left), Mr WONG Kin-man (back row, third left) and Mr CHAN Ho-man (back row, middle), Life Meritorious Chairmen of the Right Hand Drive Motors Association, Mr CHAN Tung, Chairman of the Right Hand Drive Motors Association (back row, third right), Mr HO Chi-bo, President of the Hong Kong Auto (Parts & Machinery) Association (back row, second right), and Mr TSUI Kin-man, Chairman of the Hong Kong Commercial Vehicle Maintenance Association (back row, second right) took a group photo.

In order to let the trade better understand the students' spiritual journey of taking EV maintenance courses, Mr CHAN Kwan-yiu, Senior Engineer/Vehicle Maintenance Registration 1, and Mr LAU Chun-wai, Chairman of the HKVRMA, invited three newly registered EV mechanics to personally share their experience at the event. The three EV mechanics unanimously stated that they were deeply impressed by the safety knowledge acquired and practical exercises conducted in the courses. Since EVs were completely different from traditional internal combustion engine vehicles, vehicle mechanics had to receive professional training before repairing and diagnosing EVs, and read the manufacturers' maintenance instructions in detail so that they could safely do the repairs. Even as "qualified workers", they seemed to become "trainees" during the courses. They had to heed the instructors' explanations and demonstrations, pay careful attention to every detail and safety precautions of EV maintenance, so as to prepare for the evaluation after the courses.



Mr CHEUNG Hoi-wah, Engineer/Vehicle Maintenance Registration 1/3, explained to attendees the application of the RPL mechanism under the VRSVM.



Mr WONG Pui-kei, Engineer/Vehicle Maintenance Registration 2/1, explained to attendees the new EV maintenance service scope.



Mr WONG Chi-keung, Engineer/Vehicle Maintenance Registration 1/2, explained to attendees the way to use "iAM Smart" and VM Learning Station.



Ms YU Hoi-kuen, Senior Consultant of the OSHC, introduced to attendees the SME Sponsorship Scheme.



Mr CHAN Kwan-yiu, Senior Engineer/Vehicle Maintenance Registration 1, and Mr LAU Chun-wai, Chairman of the HKVRMA, invited three newly registered EV mechanics to personally share their experience.

The VMRU also seized the opportunity to share the latest situation about the application of the RPL mechanism under the VRSVM, addition of EV maintenance service scope, as well as the use of “iAM Smart” and VM Learning Station with attendees at the event. Later, Ms YU Hoi-kuen, Senior Consultant of the Occupational Safety and Health Council (OSHC), introduced to attendees the SME Sponsorship Scheme for Safety Equipment for the Electric Vehicle Repair and Maintenance Industry (SME Sponsorship Scheme), which subsidised eligible vehicle maintenance workshops to purchase safety equipment for EV maintenance, thereby further improving work safety and efficiency of the vehicle maintenance industry.

In order to promote online registration and renewal services, the VMRU specially dispatched staff to receive training on the “iAM Smart” registration process at the Office of the Government Chief Information Officer in advance, and set up an “iAM Smart” registration counter before the event to go through the registration formalities for RVMs on the spot. In just one hour, dozens of RVMs successfully registered for “iAM Smart” to experience the brand-new government online services, and would be able to apply for renewal on their own with “iAM Smart” in the future.

The VMRU will continue to work closely with the trade to prepare for the continuous growth in demand for EV maintenance.



The VMRU set up an “iAM Smart” registration counter before the event to go through the registration formalities for RVMs on the spot.



The OSHC also set up a booth to show details of the SME Sponsorship Scheme.



Attendees took a group photo.

The Vehicle Maintenance Registration Unit (VMRU) of the Electrical and Mechanical Services Department (EMSD) visited the Kowloon Motor Bus Academy (KMB Academy) of the Kowloon Motor Bus Company (1933) Limited (KMB) at the KMB Shatin Depot in Siu Lek Yuen on 26 July 2024, in order to learn about the latest technology in the bus maintenance industry, as well as the maintenance and repair of new energy electric buses. In addition, the VMRU approved two electric vehicle (EV) maintenance courses organised by the KMB Academy.

On that day, led by Mr WONG Lik-kuen, Technical Training Manager of the KMB, the VMRU toured the facilities and training materials of the KMB Academy, and had in-depth communication with the instructors. The VMRU members also role-played as students, participating in the theoretical and practical lessons to get a taste of the EV maintenance courses, and exchanging technical opinions. Everyone actively engaged in the lessons, of which the atmosphere was very lively.

Currently, the KMB Academy offers two EV maintenance courses, namely the Electric Vehicle (Elementary) (EVE) Maintenance Course and the Electric Vehicle (Low Voltage) (EVL) Maintenance Course. All persons related to EV maintenance are welcome to take the EVE course. After completing the course, vehicle mechanics who have registered for Specific Service Classes S2 to S7 can apply for the addition of EVE maintenance service scope to their service classes, so as to provide specific services (S2 to S7) for EVs. On the other hand, the targets for the EVL course are vehicle mechanics who have registered for the service classes of Mechanical (M), Electrical (E), Body Repair (B1), Body Painting (B2) and Motorcycle Maintenance (S1), so that they can carry out maintenance work as regards their own service classes and within the EVL maintenance service scope.

For details of EV maintenance services and training courses, please scan the QR code below to browse the EMSD's dedicated webpage:



Training equipment of the EV maintenance courses



The VMRU members participated in the theoretical and practical lessons to get a taste of the EV maintenance courses.



The instructors explained the structure and operating principles of new energy electric buses to the VMRU members.



Apart from classroom theories, the KMB Academy also features training workshops that provide new energy electric buses for practical training.

Integrity risk management is crucial to all sectors, especially in the vehicle maintenance industry where its work involves the safety and property of customers. As such, maintaining a high level of integrity is of the utmost importance. Below are key strategies that can help the trade effectively manage integrity risks.

- 1 Companies should refer to the summary of integrity risks and control measures for work processes/ items to obtain the following information –
 - Integrity risks;
 - Inherent risk levels; and
 - Control measures.

The summary (including the work processes/ items, integrity risks, inherent risk levels, and recommended control measures) is compiled based on the analysis of previous cases of the Independent Commission Against Corruption (ICAC) and by no means exhaustive. The ICAC will update the summary based on the latest corruption scene from time to time.

- 2 When determining the inherent risk level of an item, factors for consideration include –

Aspects	Factors
Impacts and consequences of an integrity risk	<ul style="list-style-type: none"> • Financial, goodwill and other losses incurred • Impacts on public safety • General public perception
Likelihood of an integrity risk	<ul style="list-style-type: none"> • Number of corruption complaints • Media reports • Findings of internal audit reports or corruption complaints

Table 1 – Aspects and Factors Considered for Determination of Inherent Risk Level

- 3 The integrity risk level is used as an indicator for formulating control measures and not equivalent to the likelihood of an integrity risk. Hence, an integrity risk level of “0” does not represent that a risk will never materialise, but that further control measures may not be necessary for the time being.

Residual and Revised Risk Levels

Residual Risk Level = Inherent Risk Level – Mitigating Factors
 Revised Risk Level = Residual Risk Level – Mitigating Factors

Risk level	Description
3 (High)	The work processes are exposed to high integrity risk. Control measures must be devised and adopted to mitigate the risks.
2 (Medium)	The work processes are exposed to medium integrity risk that can barely be addressed by existing control measures. Further control measures are warranted.
0 - 1 (Low)	The work processes are exposed to low integrity risk that existing control measures are sufficient, and additional control measures may not be required for the time being, yet on-going monitoring should be maintained.

Table 2 – Determination of Risk Level

- 4 Some control measures can mitigate several integrity risks and have multiple effects. They are categorised according to the effects in the table below. The aggregate of mitigating factor deducted by control measures of the same type is at maximum “1”.

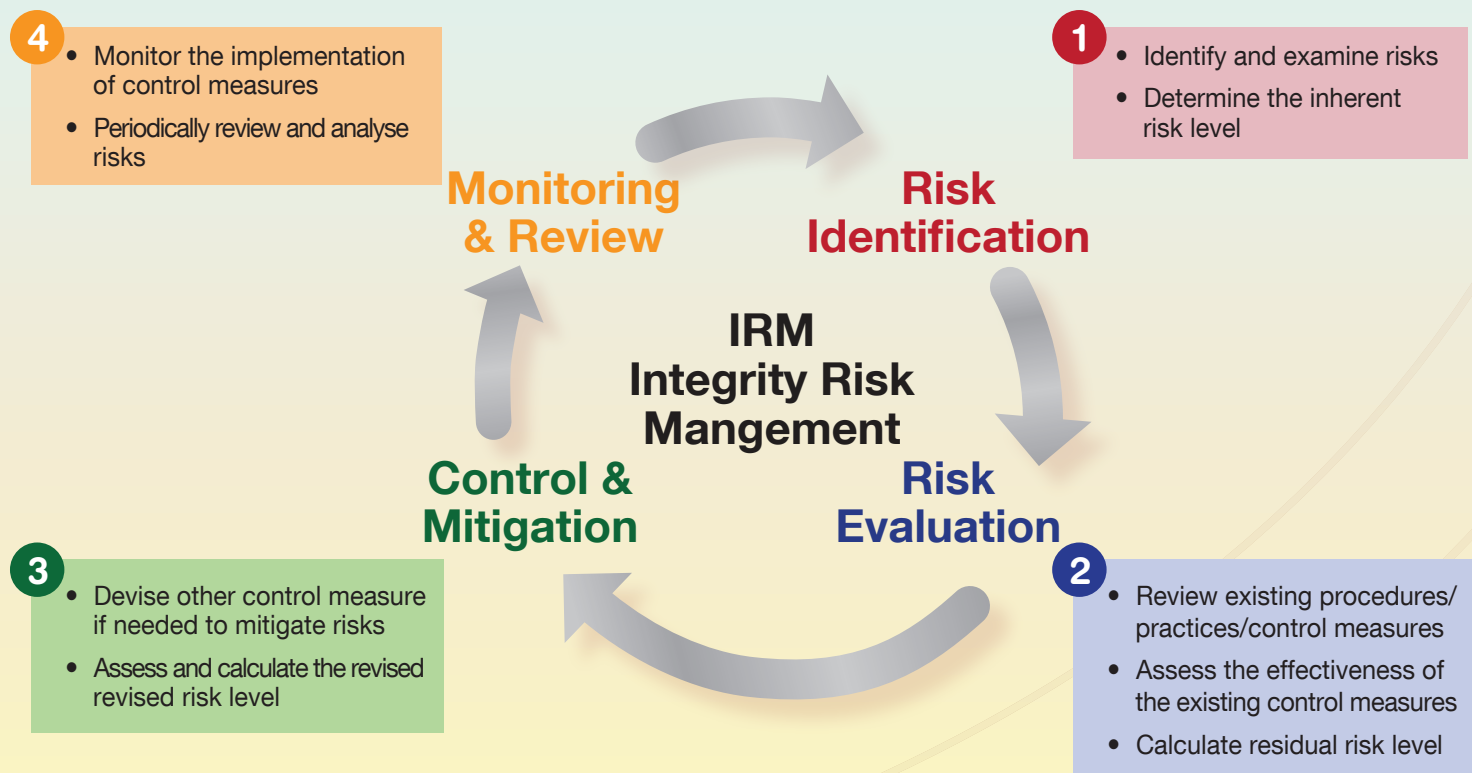
Type of Control	Effect of Control Measures	Mitigating Factor
Preventive	Provide procedural safeguards/ directives	1
Detective	Unveil or facilitate the discovery of irregularities	1
Educational	Raise awareness, change mentality and enhance transparency	1

Table 3 – Effect of Control Measures and Mitigating Factors

- 5 Owing to different governance structures and monitoring mechanisms, the effectiveness of the same control measure may vary from one company to another. Therefore, companies should take into consideration their own risk appetite, resource constraints, operational needs, etc., in determining which control measures should be taken in order to achieve the desired mitigating effect.


The vehicle maintenance industry needs to adopt a comprehensive strategy, from improving the transparency of maintenance processes, to strengthening professional training of employees, and improving customer feedback mechanisms and internal monitoring, so as to manage integrity risks at every level. Only in this way can they maintain their advantage in the fierce market competition, winning the trust and appreciation of customers.

For more information, please visit the following page or scan the QR code below:
https://www.icac.org.hk/icac/pb/en/integrity_management_plan.html



New Arrangements for Registration Cards for Vehicle Mechanics

Since August 2024, electric vehicle (EV) maintenance service scope has been added to the Voluntary Registration Scheme for Vehicle Mechanics. To support environmental protection, if a registered vehicle mechanic (RVM) already holds the new version of the registration card for vehicle mechanic (registration card), the Electrical and Mechanical Services Department (EMSD) will not issue a new physical registration card even when he/ she applies to change his/ her registered service scope/ class. Only when the card holder applies for renewal of registration upon the expiry of the validity period of his/ her registration card, the EMSD will issue a physical registration card with the changes in registered service scope/ class. The EMSD will send the following letter to the applicants to inform them of the new arrangements for applying for and obtaining registration cards, and also encourage them to download the EMSD's mobile app "E&M Trade", so as to present their Digital E&M Licences to the public and review registration information

機電工程署  **EMSD**

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3 Kai Shing Street, Kowloon, Hong Kong
www.emsd.gov.hk

Our reference 本署檔號 : VM 010

Telephone 電話號碼 : 2808 3545

Your reference 來函檔號 : Facsimile 圖文傳真 : 3521 0243

[Date]

[Address]

Dear Mr/ Ms XX,

Voluntary Registration Scheme for Vehicle Mechanics

We are pleased to inform you that your application for change of registered service scope/class under the Voluntary Registration Scheme for Vehicle Mechanics has been approved.

Your registered service scope/class in our system has been updated. You can view your registration information by scanning the QR code on your registration card or the attached registration certificate.

At the same time, the Department has launched the "Digital E&M Licences". You can download the mobile app "E&M Trade" to show your "Digital E&M Licences" to the public, receive push notification reminders of registration expiry, submit renewal applications online, receive information about training courses, enrol for courses, and record Continuous Professional Development hours.

Your current registration card is still valid. If you want to replace your registration card, please call the Vehicle Maintenance Registration Unit (VMRU) on 2808 3545 to book an appointment date, which should be at least five working days later. Please bring this letter and your current registration card when applying for replacement of registration card in person at the Electrical and Mechanical Services Department Headquarters on the appointment date.

Please check the validity period shown on your registration card and the registration certificate. Renewal applications must be made at least one month before and no earlier than four months before the expiry date.

For enquiries, please contact the VMRU on 2808 3545 or Mr LIU Ka-lun on 3165 4884.

Yours sincerely,

(WONG Chi-keung)

for Director of Electrical and Mechanical Services

Encl.

凡寄來之信件應註明機電工程署收，不應書寫個別職員之姓名。 Correspondence should be addressed to the Electrical and Mechanical Services Department and not to individual officers by name.

The Vehicle Maintenance Registration Unit will hold the eleventh technical seminar on vehicle maintenance, which will cover the technologies and future development of EVs, on the evening of 18 January 2025 (Saturday). Each participant is eligible to earn three continuing professional development (CPD) hours. For details and the registration method, please refer to the information below.

Organised by

機電工程署
EMSD

Co-organised by



Vocational Training Council

QR code for
enrolment

Technical Webinar on Vehicle Maintenance Technical Webinar (11)

Topic: The latest overview of electric vehicles (2):
Technologies and Future Development

Features of Technical Webinar Series:

General Knowledge about the automotive industry, including legislation on vehicle maintenance workshops, occupational safety and health requirements for maintenance work, technologies and the latest development of vehicle maintenance, as well as technologies of electric vehicles and new energy vehicles.

Target participants:

Vehicle mechanics and persons-in-charge of vehicle maintenance workshops.

Date & Time: 18-1-2025 (Saturday) / 18:30 - 21:30

Mode of Delivery: Microsoft Teams (online platform)

Fee: Free of charge

Language: Cantonese

Application Method: Filling in the enrolment form below

Quota: 1 000 persons (allocated on a first-come-first-served basis)

If you have not registered as an RVM, please download the "E&M Trade App". Users can sign up for a mobile app account and store the information of their certificates of registration, so as to enrol for relevant courses directly on the app, and record training hours.

Please refer to the EMSD website for details.



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

Enrolment form (if e-certificate is required)

Please send the completed enrolment form to the JCEC by fax or email, or scan the QR code on the top-right corner of the poster for enrolment.

Name: (Chinese) _____ Name: (English) _____

Mobile Phone No. (Available for receiving SMS messages): _____

Registered Vehicle Mechanic (RVM) Registration No. (if any): _____ Email Address: _____

☐ I do not agree that the EMSD and the JCEC may retain the personal data I provide, including my mobile phone number and email address, for the purpose of providing information on any courses or activities in the future.

Enquiries or submission of enrolment forms: Tel. No.: 2436 8716 | Fax. No.: 2434 5695 | Email Address: ty-jcec@vtc.edu.hk

- 1 Registered vehicle mechanics who have switched to work in another vehicle maintenance workshop should notify the Vehicle Maintenance Registration Unit (VMRU) by e-mail (vmru@emsd.gov.hk) or fax (3521 0243) 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	9 668 <small>Note 1</small>
Number of registered vehicle mechanics (as at the end of October 2024)	7 315

Information on the Voluntary Registration Scheme for Vehicle Maintenance Workshops

Total number of vehicle maintenance workshops	2 668 <small>Note 2</small>
Number of registered workshops (as at the end of October 2024)	1 943

Note 1: 2019 Manpower Survey Report (updated in November 2023) by the Vocational Training Council and the Automobile Training Board

Note 2: Database of the VMRU (updated in August 2023)

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

Reply Slip

I/My company would like to receive the RVM Newsletter 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: _____

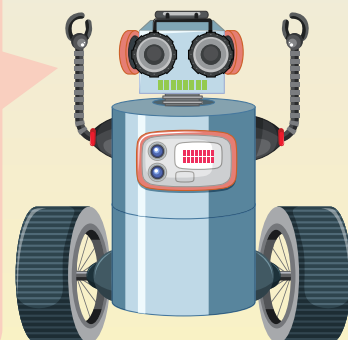


The electronic copy of the RVM Newsletter is also available on the EMSD website:

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

Note

1. 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.
2. Applicants should affix sufficient postage and provide a return address when posting renewal application forms with envelopes not provided by the EMSD. If the postage is insufficient, the EMSD will not pay for any outstanding postage or accept the mail item concerned, which will be returned to the sender (if a return address is provided) or disposed of by the Hongkong Post.



- Q1.** Which of the following is correct regarding the one-stop virtual interactive training centre – VM Learning Station?
- A** Vehicle mechanics can obtain the latest training information and apply to participate in continuing education activities held by different organisations
B Vehicle mechanics can manage training record
C Vehicle mechanics can acquire knowledge of vehicle maintenance anytime and anywhere, continuously adding value to themselves
D All of the above
- Q2.** What has the Vehicle Maintenance Registration Unit complied for the trade to cope with the rapid development of electric vehicles?
- A** Practice Guidelines for Vehicle Maintenance Workshops
B Practice Guidelines for Electric Vehicle Maintenance
C Code of Conduct for Registered Vehicle Mechanics
D “E&M Trade”
- Q3.** Integrity risk management is crucial to the vehicle maintenance industry. What aspect of customers does its work involve?
- A** Safety
B Property
C All of the above
D None of the above
- Q4.** Which of the following integrity risk management process is correct?
- A** Risk Identification>Risk Evaluation >Monitoring and Review>Control and Mitigation
B Risk Evaluation >Risk Identification>Control and Mitigation>Monitoring and Review
C Risk Identification>Risk Evaluation >Control and Mitigation>Monitoring and Review
D Risk Evaluation >Control and Mitigation>Monitoring and Review>Risk Identification
- Q5.** The Electrical and Mechanical Services Department encourages registered vehicle mechanics to download the “E&M Trade” app, so as to review their registration information. What else does the app show to the public?
- A** Digital E&M Licences
B Electricity News
C Gas Safety Bulletin
D New Refrigerant Newsletter

How to participate (Issue No.47)

Let's protect the environment and submit the answers online! Please scan the QR code or click on the link (<https://vmcpd.emsd.gov.hk>) to log into the VM Learning Station to submit the answers. Vehicle mechanics may also complete the form below, circle the correct answers, and send it to the VMRU by post, fax (3521 0243) or e-mail (vmru@emsd.gov.hk).



Deadline: 31 January 2025

Question	Answer			
Q1	A	B	C	D
Q2	A	B	C	D
Q3	A	B	C	D
Q4	A	B	C	D
Q5	A	B	C	D

Name: _____

Vehicle Mechanic Registration No.: VM _____

E-mail Address: _____












Contact Tel. No.: _____

- Participants who answer 4 questions correctly will earn one CPD hour and be notified by the VMRU individually.
- Only registered vehicle mechanics with valid registration may participate, each not more than once in each quiz. If you have already submitted your answers at the VM Learning Station, submission by post, fax or email is not necessary.
- If there are duplicate submissions, only the last answers submitted before the deadline will be accepted.
- The decision of the VMRU on the quiz will be final.
- The correct answers will be announced in the next issue of the RVM Newsletter.

The answers for RVM Newsletter Issue No. 46 are as follows:

Question	1	2	3	4	5
Answer	D	C	D	A	B

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

Name of Training Institute	Website/Content	Enquiry Tel. No.	QR Code
Traffic Services Employees Association	http://www.facebook.com/tseahk	2575 5544	
Pro-Act Training and Development Centre (Automobile)	http://www.proact.edu.hk/automobile	2449 1310	
The Institute of the Motor Industry Hong Kong	http://www.hkimi.org.hk	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	http://www.oshc.org.hk	2311 3322	
The Society of Operation Engineers (Hong Kong Region)	http://www.soe.org.hk	2617 0311	
Qualifications Framework recognised courses	http://www.hkqr.gov.hk	2836 1700	
Association of Auto Batteries and Tyres Industry	https://www.facebook.com/autobatteriestyres	6263 2531	
Hong Kong Institute of Vocational Education (IVE) In-service Training Office	EDIT.vtc.edu.hk	2435 9423 9081 5283	
KMB Academy	https://www.kmb.hk/	2786 6071	

Gentle Reminder

The content in each issue helps 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://www.emsd.gov.hk/en/supporting_government_initiatives/registration_scheme_for_vehicle_maintenance/publications_and_circulars/rvm_newsletter/index.html

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

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