

## 電業工程人員的註冊證明書續期

根據本署記錄，閣下的註冊證明書即將期滿。按照《電力（註冊）規例》的規定，請於證明書期滿前 1 至 4 個月內申請續期。若續期申請未能在指定的期間內呈交，則須重新申請註冊，並須提交有關學歷及電力工作經驗證明文件。

**於註冊期滿日期後遞交的續期申請將會當作逾期申請處理，並以接獲申請當天的法定註冊要求重新審核，申請人如未能符合當時的註冊要求，不論申請人以往有否成功註冊，該申請均可被拒絕。**

續期申請表格(表格 8) 可於本署位於九龍啟成街 3 號地下的註冊及許可證辦事處或民政事務總署各區民政事務處索取，也可在本署網頁下載(網址為 [http://www.emsd.gov.hk/filemanager/tc/content\\_662/form8.pdf](http://www.emsd.gov.hk/filemanager/tc/content_662/form8.pdf))。申請人填妥該表格後可親自呈交或寄回本署的註冊及許可證辦事處。申請人亦可在本署網頁上依照「遞交電子資訊」的指示提出申請。若閣下最近已為註冊證明書續期或更改註冊級別，則無須理會此通知書。倘有任何查詢，請致電 1823。

請注意：

1. 如註冊電業工程人員於註冊期滿日期後仍未續期及獲得有效的註冊證明書而繼續從事電力工作，該電業工程人員已經是違反電力條例第 31(1) 條。
2. **註冊電業工程人員持續進修計劃**  
為了提升註冊電業工程人員的水平，註冊電業工程人員持續進修計劃將由 2012 年 1 月 1 日起納入電業工程人員的註冊續期條件內。按照持續進修計劃，所有註冊電業工程人員在每一次遞交註冊續期申請前，須完成兩個單元的培訓，包括單元(一)法例及安全規定、及單元(二)技術知識。有關持續進修計劃的詳情，請瀏覽本署網頁(網址為 [http://www.emsd.gov.hk/tc/electricity\\_safety/cpd\\_scheme\\_for\\_rew/index.html](http://www.emsd.gov.hk/tc/electricity_safety/cpd_scheme_for_rew/index.html))。
3. **新電業工程人員註冊證明書**  
由 2010 年 1 月 1 日後開始遞交的申請，機電工程署將發出新的電業工程人員註冊證明書以取代舊有的證明書，新證明書將加上電業工程人員的照片。電業工程人員向本署遞交註冊申請(包括新申請註冊、註冊續期、更改註冊級別、加入額外准許工作及補領註冊證明書)，須同時遞交申請人的彩色近照一張及身分證副本。照片的規格為一般白色背景證件相。本署亦會於註冊及許可證辦事處向未能遞交照片的申請人提供拍照服務。有關新註冊證明書的詳情及照片的規格，請瀏覽本署網頁(網址為 [http://www.emsd.gov.hk/tc/electricity\\_safety/how\\_to\\_apply/registering\\_as\\_an\\_electrical\\_worker\\_for\\_electrical/index.html](http://www.emsd.gov.hk/tc/electricity_safety/how_to_apply/registering_as_an_electrical_worker_for_electrical/index.html))。
4. 註冊及許可證辦事處的辦公時間為星期一至五上午 9 時至下午 5 時 15 分，星期六、日及公眾假期休息。

## Renewal of Certificate of Registration of Electrical Worker (REW)

According to our record, your certificate of registration will soon expire. Under the Electricity (Registration) Regulations, you have to renew your registration 1 to 4 months before the expiry date of your certificate. For overdue applications, applicants are required to submit new applications together with relevant supporting documents on academic qualifications and electrical work experience.

***Renewal application submitted after the expiry date of the original registration will be treated as an overdue registration application, which will be assessed in accordance with the statutory requirements at the time of receiving such application. If the applicant cannot fulfill the registration requirements at that time, the application would be rejected regardless of the previous registration history of the applicant.***

Forms for renewal application (Form 8) can be obtained from our Registration and Permit Office at G/F, 3 Kai Shing Street, Kowloon, all District Offices of the Home Affairs Department, or downloaded from our website ([http://www.emsd.gov.hk/filemanager/en/content\\_662/form8.pdf](http://www.emsd.gov.hk/filemanager/en/content_662/form8.pdf)). Applicants can return the duly completed application form in person or by post to our Registration and Permit Office. Besides, application can be submitted through the "Electronic Submissions" section of our website. If you have recently renewed your registration or changed your grade of registration, you may ignore this reminder. For enquiries, please call 1823.

Special Notes:

1. If Registered Electrical Worker (REW) continue its electrical work without a valid certificate after the expiry of its certificate, the concerned electrical worker has already in contravention with the Electricity Ordinance Section 31(1).
2. **Continuing Professional Development (CPD) Scheme for Registered Electrical Worker (REW)**  
With effect from 1 January 2012, the CPD Scheme for REW shall be incorporated into the requirement for renewal of registration in order to enhance the standard of REW. Under the CPD Scheme, REWs applying for each registration renewal will be required to have completed two modules of training, namely, (1) Legislative and Safety Requirements; and (2) Technical Knowledge, before submitting their application. For details of the CPD Scheme, please visit our website : [http://www.emsd.gov.hk/en/electricity\\_safety/cpd\\_scheme\\_for\\_rew/index.html](http://www.emsd.gov.hk/en/electricity_safety/cpd_scheme_for_rew/index.html).
3. **New Certificate of Registration of Electrical Worker (REW)**  
For applications submitted after 1 January 2010, EMSD would issue a new Certificate of Registration of Electrical Worker to replace the old one. The new certificate would include a photo of the registered electrical worker. When electrical worker submits a registration application to EMSD (including new registration, registration renewal, change of registered grade, addition of permitted work type and replacement of certificate), he/she has to submit a recent colour photograph and a copy of the HKID card with the application. The photograph would have same format as passport photograph with white background. EMSD would also provide free photograph taking service in the Registration and Permit Office to those applicants who cannot submit photograph for application. For details of the new Certificate and the format of the photograph, please visit our website : [http://www.emsd.gov.hk/en/electricity\\_safety/how\\_to\\_apply/registering\\_as\\_an\\_electrical\\_worker\\_for\\_electrical/index.html](http://www.emsd.gov.hk/en/electricity_safety/how_to_apply/registering_as_an_electrical_worker_for_electrical/index.html).
4. The office hours of Registration and Permit Office is 9:00am to 5:15pm from Monday to Friday. It is closed on Saturday, Sunday and Public Holiday.