

Voluntary Registration Scheme for Vehicle Maintenance



Smart Vehicle Mechanic Quiz Competition

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Make Continuous Improvements and Work Together towards a New Milestone

The Voluntary Registration Scheme for Vehicle Maintenance Workshops (VRSVMW) has been implemented for three years. Thanks to the great support from the trade, the registration rate of workshops is over 70%, with a market share exceeding 80%.

The VRSVMW is moving towards a new milestone in the second half of this year, with the start of another registration renewal cycle for registered vehicle maintenance workshops, and the launch of the latest revised Practice Guidelines for Vehicle Maintenance Workshops (Practice Guidelines) in July. To tie in with the publicity of the new Practice Guidelines and the promotion of the quality services of registered vehicle maintenance workshops and registered vehicle mechanics, the Vehicle Maintenance Registration Unit (VMRU) will organise the "Smart Vehicle Mechanic Quiz Competition" and "Four-Panel Photo Story Telling Competition", which are adopted as the theme of this issue of RVM Newsletter in the hope that members of the public and the trade will have a better knowledge of the registration schemes.

The Smart Vehicle Mechanic Quiz Competition is specially designed for registered vehicle mechanics, which allows participating mechanics to review what has been learned and acquire the ever-changing knowledge and skills in the vehicle maintenance industry, as well as have a deeper understanding of the latest revised Practice Guidelines in the pursuit of continuing education and lifelong learning. Apart from obtaining three hours of continuing professional development (CPD) training, all participants will also have a chance to win attractive prizes, which is definitely not to be missed!

In addition to the two competitions mentioned above, this issue of RVM Newsletter shares the findings of audit inspections conducted by the VMRU, which can help the trade to grasp the contents and requirements of the Practice Guidelines so that registered workshops will bear them in mind in operating their business. Other interesting features include the registration and latest developments of the two voluntary registration schemes, the latest revised Practice Guidelines, proper methods for handling chemical waste, and the "concept ambulances" of the Vehicle Engineering Sub-division of the Electrical and Mechanical Services Department (EMSD). Besides, the Independent Commission Against Corruption (ICAC) contributes an article in RVM newsletter for the first time, sharing integrity management of vehicle maintenance. I hope that readers will continue to strive to equip themselves, make continuous improvements and work together towards a new milestone.



Mr YIP Sui-pong, Ponthey
Chief Editor

Latest News on Audit Inspections

To further assist the vehicle maintenance industry to raise its service level and get prepared for the implementation of the mandatory registration system in the future, the VMRU stepped up audit inspections to registered workshops and registered mechanics starting from mid-July this year, in a bid to monitor their compliance with the Practice Guidelines and the Code of Conduct for Registered Vehicle Mechanics, and provide the workshops and mechanics with guidelines and appropriate support so as to improve their operation and service quality continuously.

Based on the audit inspections conducted in recent months, it was observed that registered workshops have a good grasp of the contents and requirements of the Practice Guidelines. However, the VMRU noted that some of the points stated in the Practice Guidelines might easily be ignored. In this connection, we set out below the relevant key points, hoping that registered workshops will pay extra attention to them during operation.

1. Keeping records of customer complaints and their handling methods

Although vehicle maintenance workshops will make their best efforts to handle customer complaints, the contents and handling methods of the complaints will not generally be recorded. This handling method fails to systematically address the causes of the complaints and establish contingency plans for employees to follow, thereby avoiding recurrence of complaints and improving service quality. Even the owner of a small garage should record and update all customer complaints and their handling methods as soon as possible for future reference.

2. Displaying "NO SMOKING" signs and posters relating to industrial safety

There are flammable dangerous goods such as acetylene, thinner, gasoline, paint and solvent kept at vehicle maintenance workshops and employees may have the chance to handle chemicals such as waste oil and electrolytes. By displaying "NO SMOKING" signs and posters relating to industrial safety at prominent locations of the workshops, persons-in-charge of workplaces can remind employees and customers to pay attention to personal safety.

3. Failure to provide proper first aid equipment (e.g. first aid kit)

The tools and materials used and the work procedures adopted in vehicle maintenance workshops pose a certain degree of danger to people. Therefore, proper first aid equipment should be provided to ensure appropriate administration of first aid to the injured as and when necessary, thereby alleviating their pain and increasing the chance of recovery. According to the Labour Department's statutory requirements, persons-in-charge of workplaces should keep sufficient quantities of first aid equipment for their employees' use.

The VMRU hopes that the above sharing will help registered workshops better understand the purpose of and details about compliance with the Practice Guidelines. We have also prepared templates of vehicle maintenance record form and customer complaint record form as well as Tips on Vehicle Workshop Maintenance Operation to help you familiarise yourselves with the requirements of the Practice Guidelines and enhance service quality.

For details, please visit our website at:

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



Vehicle Maintenance Registration Unit, EMSD

1 The Vehicle Maintenance Technical Advisory Committee (VMTAC) decided at its 29th meeting (5 July 2018) that as from the day of the meeting, provisional registered workshops would be granted a grace period of six months (i.e. the names of these workshops would be allowed to retain on the register during the grace period). If provisional registered workshops fail to provide the necessary information / supporting documents and complete registration application on or before 5 January 2019, their provisional registration qualifications will be cancelled and their names will be removed from the register. To avoid the registration qualifications being affected, provisional registered workshops are advised to submit the required supporting documents as soon as possible.

2 Registered vehicle mechanics who apply for renewal of registration must have at least one and a half years of employment records and at least 20 hours of records of CPD in the related vehicle maintenance service categories in the last three years. Applicants must submit a copy of the records of CPD (such as attendance certificates or documentary proof of internal training provided by their companies, etc.) together with the application forms for processing of renewal applications. The VMRU accepts records of CPD bearing the company seals of the applicants' employers or the relevant training institutions as supporting documents.

3 Registered mechanics may download the "Record of Continuing Professional Development" from the following EMSD website:

https://www.emsd.gov.hk/filemanager/en/content_648/CPD_record_form.pdf

We are now inviting applications for the VRSVMW.

For details, please refer to the EMSD website:

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



Information on the Voluntary Registration Scheme for Vehicle Mechanics (VRSVM):

Total number of vehicle mechanics	10 382 Note 1
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Number of registered vehicle mechanics (as at end-September 2018)	9 325
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Information on the VRSVMW:

Total number of vehicle maintenance workshops	2 822 Note 2
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Number of registered workshops (as at end-September 2018)	2 090
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Note 1: 2016 Manpower Survey Report (updated on 25 August 2017) by the Vocational Training Council and the Automobile Training Board.

Note 2: Database of the Registration Unit (updated on 5 July 2018).

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 based on the above selected means of communication:

E-mail address: _____ WhatsApp: _____

The electronic version of RVM Newsletters is also available at the EMSD website:

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



The Latest Revised Practice Guidelines for Vehicle Maintenance Workshops

The latest revised Practice Guidelines for Vehicle Maintenance Workshops (Practice Guidelines) was issued in July 2018. Compared with the old version, the new version of the Practice Guidelines have added more guidelines on the handling of retired batteries, matters to note on the maintenance of electric vehicles and hybrid vehicles as well as other appropriate contents, which can help enhance the operation and service standards of workshops. The major revisions are summarised as follows:

Guidelines on the Handling of Retired Batteries

Daily vehicle maintenance services may produce a wide range of chemical waste, such as waste paint, unserviceable or abandoned compressed gas cylinders, disposable refrigerant cylinders, abandoned vehicle batteries / retired vehicle batteries, waste lubricating oil, waste oil filters, spent solvents, brake linings containing asbestos, etc. Improper disposal of such chemical waste may easily lead to environmental pollution and create health hazards. If the chemical waste mentioned in the regulation is produced by a vehicle maintenance workshop, the workshop is required to register as a "chemical waste producer" with the Environmental Protection Department. The workshop shall also ensure that the chemical waste is properly packed, labelled, stored and delivered to licensed "chemical waste collectors" for disposal in accordance with the regulation. Relevant trip tickets shall be kept.

Matters to Note on the Maintenance of Electric Vehicles and Hybrid Vehicles

Workshops must provide or arrange adequate and appropriate training for the employees so that they can perform their duties properly. For maintenance of specialist vehicles (e.g. X-ray vehicles, electric vehicles, hybrid vehicles, fuel-cell vehicles, etc.), as these vehicles carry special risks (e.g. radiation, leakage of flammable gas, high voltage, high gas pressure, etc.), the workshop-in-charge should ensure that the employees are trained and equipped with knowledge and skills to repair such vehicles; assess the risks of maintenance work and adopt safe practices for maintenance work, including proper isolation, provision of adequate personal protective equipment for the employees and ensuring their proper use of the equipment during maintenance work. The workshop-in-charge should also provide the employees with training on emergency procedures (e.g. fire drill) as well as safe and proper handling of chemical waste (e.g. brake linings containing asbestos, waste oil and retired vehicle batteries).



For details of the latest revised Practice Guidelines, please download from the following EMSD website:

https://www.emsd.gov.hk/filemanager/en/content_651/Practice_Guidelines_for_Vehicle_Maintenance_Workshops.pdf



Smart Vehicle Mechanic Quiz Competition



Competition Content



The Competition will assess vehicle mechanics' professional knowledge, work ethics, awareness of new technologies in vehicle maintenance and understanding on the Practice Guidelines for Vehicle Maintenance Workshops.

Competition Format



The Competition will be conducted in the form of a two-part written test in Chinese. The first part consists of multiple-choice questions while participants are required to provide written answers for the second part of the Competition. The participant getting the highest score shall win the championship.

Eligibility



Participants must be a registered vehicle mechanics and be nominated by a registered vehicle maintenance workshop (RVMW) under which they are employed.

Competition Date and Time



Date: 13 December 2018 (Thursday)

Venue: Hall, Level 2, VTC Kwai Chung Complex, 13-19 San Kwai St., Kwai Chung, New Territories



Prizes



Time	Details
6:30pm - 7:15pm	Registration with light refreshments served
7:15pm - 8:00pm	Seminar
8:00pm - 9:00pm	Quiz competition

Champion 1 winner	Supermarket cash coupons worth HK\$5,000	1st Runner-up 1 winner	Supermarket cash coupons worth HK\$3,000
2nd Runner-up 1 winner	Supermarket cash coupons worth HK\$2,000	Merit 10 winners	Supermarket cash coupons worth HK\$500

Enrolment Deadline
23 November 2018
(Friday)

- * A merit certificate will be awarded to each winner.
- * A merit certificate will be awarded to the registered vehicle maintenance workshop of each winner.
- * Each participant will receive a Continuous Professional Development (CPD) certificate certifying a 3-hour CPD duration and a souvenir.

Details of the competition are available on the EMSD website:
<http://www.emsd.gov.hk>



Four-Panel Photo Story Telling Competition

Competition Content Open Group

Participants are required to capture four photos for making a four-panel story to express their vision of an ideal registered vehicle maintenance workshop / registered vehicle mechanic, or share their memorable experience with registered vehicle maintenance workshops. Captions could be added to enrich the story plot.

Competition Content Master Group

Participants are required to capture four photos for making a four-panel story to introduce their daily work and good practice in the vehicle maintenance workshops. Captions could be used to enrich the story plot.



Eligibility Open Group

Participants must be Hong Kong permanent residents and may enter the Competition as an individual or a team.

Eligibility Master Group

Participants must be registered vehicle mechanics and may enter the Competition as an individual or on behalf of vehicle maintenance workshops.

Prizes (Open Group & Master Group)

* A merit certificate will be awarded to each winner

Champion

Supermarket cash coupons worth HK\$5,000

1st Runner-up

Supermarket cash coupons worth HK\$3,000

2nd Runner-up

Supermarket cash coupons worth HK\$1,500

Submission Deadline
28 February 2019
(Thursday)

- * Participants are encouraged to upload the photos of their submitted entries on their personal social media platforms (e.g. Facebook, Instagram, etc.) after submission of their entries. Participants are then welcome to make an appointment with the Vehicle Maintenance Registration Unit at 2808 3545 during office hours (from 9:00 am to 4:30 pm on Mondays to Fridays) on or before 29 March 2019 to redeem a souvenir.
- * Winning entries may be used for production of publicity materials to promote the VRSVM.

Details of the competition are available on the EMSD website
<http://www.emsd.gov.hk>



Proper Handling of Chemical Waste

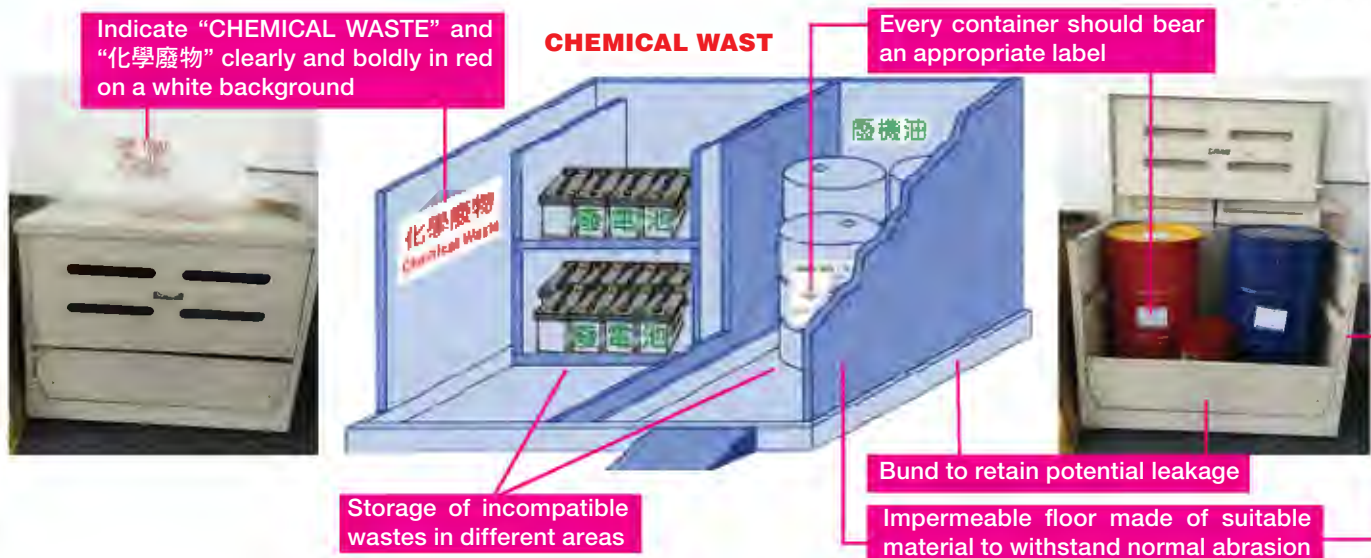
Scene: Conversation between Fai Gor, a garage owner, and Ming Chai, a vehicle mechanic, at lunchtime

- Fai Gor: Ming Chai, while you were attending a course yesterday, I had to work without you. It so happened that we received so many orders, I was too busy for lunch.
- Ming Chai: Fai Gor, I'm sorry for troubling you. Nowadays qualification and registration are so important in our industry. That's why I have to keep learning.
- Fai Gor: You're right. What you have learned from your study will bring benefits to our garage. What did you learn yesterday?
- Ming Chai: I learned about the handling of chemical waste yesterday.
- Fai Gor: That's great! You learned something about chemical waste. But it's not related to our business because we aren't engaged in battery changing business.
- Ming Chai: That's not the case. The oil refuse, petrol tanks and oil filters in our garage are chemical waste which should be handled in accordance with the stipulations.
- Fai Gor: Those you've just mentioned are chemical waste? How should we handle them then?
- Ming Chai: The course talked about the requirements for packaging, labelling and storage of chemical waste yesterday. For example, a container containing chemical should be labelled with the chemical name and sealed, while chemical waste should be kept in an enclosed place marked with the wording "Chemical Waste". An anti-leak design should be adopted if there is liquid inside the container. Moreover, we should ask a licensed chemical waste collector to come and collect the chemical waste. We should also keep the delivery records...
- Fai Gor: Wow! There are a lot of things to do. Are you sure we need to do all these?
- Ming Chai: Yes, I am. Fai Gor, if you don't do it, you'll break the law. In fact, these stipulations are aimed at protecting our environment and health. As I am still in my thirties and also the breadwinner of my family, I do want to work in a healthy environment.
- Fai Gor: Well, just do as you've learned. Can you handle it?
- Ming Chai: No problem. It was mentioned during the course that the Environmental Protection Department has guidelines on handling chemical waste. Let me check it out on their website. It seems that the Department also has an enquiry phone number and e-mail address. I will check with them if I have any queries.

Tips on Environmental Protection:

The following example illustrates some of the requirements for chemical waste storage area. For details, please refer to the Code of Practice on the Packaging, Labelling and Storage of Chemical Wastes:

http://www.epd.gov.hk/epd/english/environmentinhk/waste/guide_ref/guide_cwc_sub3.html



Concept Ambulances

In the eyes of members of the trade, "white" is the symbolic colour of ambulances. However, "yellow" ambulances have been seen in recent days. Let's unveil this mystery.

The new model of "yellow" ambulance is actually a "concept ambulance" jointly developed by the EMSD and the Fire Services Department. At present, there are three yellow ambulances serving in Hong Kong. Arrangements are being made for their deployment at various ambulance depots for trial runs by frontline staff and collection of their views for consideration as they may be adopted as a blueprint for ambulances in the future.

Exclusively designed under the premise of enhancing road safety and operational efficiency, concept ambulances are built according to the European Union's EN1789 standards and equipped with Euro VI engines. The body is specifically painted yellow to create a strong contrast with the surroundings in different situations (such as bright, sullen and foggy weather conditions) for enhancing their visibility so that other road users can easily recognise them.

The driver's cabin is completely separated from the patient compartment, which can reduce the driver's exposure to epidemic viruses and expand the rescue and storage space of the compartment. A walkie-talkie is installed inside the compartment to maintain close communication between the driver's cabin and the ambulance crew. Storage space is also provided on the exterior of the ambulance to enable direct access to the necessary emergency rescue equipment (such as spine boards, universal axes, crowbars, rescue shears, etc.). Other special devices include "oxygen concentration monitor" for prevention of oxygen leakage, wall-mounted rails for hanging equipment such as "patient monitor" and "mobile data terminal", automatic mechanical side door pedals as well as front and rear view parking radars.

In addition, one of the concept ambulances unprecedentedly adopts centrally located and right-left movable ambulance stretcher chassis to improve the mobility of the ambulance crew so that they can exercise greater flexibility at their rescue positions. Another concept ambulance comes with a power-driven ambulance stretcher chassis to perform electro-hydraulic operations and air suspension functions, so as to facilitate the adjustment of the ambulance stretcher to a suitable height or angle of inclination. This design can relieve patients' discomfort during ambulance transport. Finally, we would like to thank members of the trade for joining hands to introduce new products and optimise the ambulance design.



Concept Ambulances



Exterior Storage Space



Wall-mounted Rails



Movable Ambulance
Stretcher Chassis



Power-driven Ambulance Stretcher Chassis



Oxygen
Concentration
Monitor

Vehicle Engineering Sub-Division, EMSD

Integrity management of vehicle maintenance

How much do you know about the Prevention of Bribery Ordinance (POBO) ?

Scene: Garage owner asks On, who is repairing a car, to mind the shop and leaves. At the same time, Mr Chan parks his car outside the garage.

On: You are early, Mr Chan!

Mr Chan: Yesterday was not my day, On. My car was hit by a newly licensed driver, with bumper deformed and vehicle body scratched. Would you please check whether it can be fixed?

On: Oh, it is quite seriously damaged, but I could definitely get it fixed. The bumper needs to be replaced, while this part requires plastering and paint-spraying, which total about \$10,000, Mr Chan.

Mr Chan: So expensive! Can you offer a lower price? When can I get my car back?

On: This is the best price we offer to regular customers, there is no way you can get the same offer from other shops. Recently there are a few cars in the queue for repair, I think I can work on your car in two weeks at the earliest.

Mr Chan: It will be New Year in two weeks, and I have to pay New Year's visits with my wife then. It will be very inconvenient without a car. Would you please help fix mine first?

[On looks reluctant. Seeing no one else in the garage, Mr Chan quickly pushes a few banknotes in the hands of On.]

Mr Chan: Please, brother On.

[On originally wants to return the banknotes to Mr Chan.]

Mr Chan: Brother On, you always get the work done quickly and nicely. Last time, you did a thorough check on my car and replaced the parts for it, I have yet to thank you for charging me only the cost of a general car inspection. Please don't decline it, it's just a "red packet" for the New Year and a small token of my appreciation.

[After thinking for a moment, On puts the banknotes into the pocket of his overall.]

On: OK! Come and pick up your car next Thursday, I'll give you a discount then.

**Are there any problems
with the behaviours of
On and Mr Chan?**



Under section 9 of the Prevention of Bribery Ordinance (POBO) (Cap. 201), any employee of an organisation who, when dealing with business related to his/her employer, solicits or accepts an advantage from others using his/her office without the authorisation or permission of the employer commits an offence. The person who offers an advantage to the employee too commits an offence. The maximum penalty is a fine of \$500,000 and imprisonment for seven years.

"Advantage" is given a wide definition under the law, including any gift, loan, reward, commission, office or contract, service or favour, payment of any fees, etc. [Entertainment (the provision of food or drink for consumption on the occasion when it is provided) is not an advantage as referred to in the POBO.]

On may violate the POBO for, without the permission of the garage owner, accepting the "red packet" provided by Mr Chan for expediting or prioritising the maintenance of his car or as a reward for the favour he provides to Mr Chan. As provider of the advantage, Mr Chan may also violate the POBO.

- Q1** Which of the following is the last revision date of the Practice Guidelines for Vehicle Maintenance Workshops?
- A** August 2018 **B** August 2017 **C** July 2018 **D** January 2016
- Q2** Which of the following is the maximum penalty for violating section 9 of the Prevention of Bribery Ordinance?
- A** Imprisonment for five years and a fine of \$300,000
B Imprisonment for five years and a fine of \$500,000
C Imprisonment for seven years and a fine of \$300,000
D Imprisonment for seven years and a fine of \$500,000
- Q3** Which of the following is the objective of audit inspections of registered workshops and mechanics by the Vehicle Maintenance Registration Unit?
- A** Provide guidelines and support to registered workshops and mechanics
B Get a picture of the compliance of registered workshops and mechanics with the Practice Guidelines for Vehicle Maintenance Workshops and the Code of Conduct
C Improve their operation and services **D** All of the above
- Q4** Which of the following is the enrolment deadline of the Smart Vehicle Mechanic Quiz Competition?
- A** 28 February 2019 **B** 13 December 2018 **C** 23 November 2018 **D** 29 March 2019
- Q5** Which of the following is not the latest revision in the Practice Guidelines for Vehicle Maintenance Workshops?
- A** Guidelines for handling abandoned vehicle parts
B Guidelines for handling retired vehicle batteries
C Matters to note on the maintenance of electric vehicles
D Matters to note on the maintenance of hybrid vehicles

How to participate? (Issue No.23)

Please complete the form below, circle the correct answers, and send it to the Vehicle Maintenance Registration Unit of the Electrical and Mechanical Services Department by **fax: 3521 1565** or **e-mail: vmru@emsd.gov.hk**.

Deadline: 2 December 2018

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.: _____

- Each winner will receive a souvenir. As there are ten souvenirs in all, the winners will be decided by lottery if more than ten participants answer all the questions correctly.
- Only registered vehicle mechanics with valid registration may participate, each not more than once in each quiz.
- The decision of the Vehicle Maintenance Registration Unit on the quiz will be final.
- The correct answers and list of prize winners will be announced in the next issue of RVM Newsletter. Prize winners will also be notified by the Vehicle Maintenance Registration Unit individually.

Results of the prize quiz in RVM Newsletter Issue No. 22

The answers of the prize quiz in RVM Newsletter Issue No. 22 are as follows:

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

The ten winners who answered all the questions correctly and were drawn by lottery are:

CHAN Chi Fai	CHAN Kwok Hung	LAW Sun Ming
FONG Ka Ho	WONG Chun Yip	WONG Man Kit
LIU Hang Wah	TANG Kwong Ming	PUN Kin Fan
CHAN Man Po		

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	https://www.facebook.com/tseahk The Association is organising a continuing professional development course in November 2018. For details, please visit the above website or call the Association for enquiry.	2575 5544	
Pro-Act Training and Development Centre (Automobile)	http://www.pro-act.edu.hk/automobile The Certificate in Vehicle Mechanical Repair 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 Centre's website. # For details and latest developments of the programme, the information issued by the Pro-Act Training and Development Centre shall prevail.	2449 1310	
The Institute of the Motor Industry Hong Kong	http://www.hkimi.org.hk The Institute is organising a training and development seminar at the VTC Kwai Chung Complex from 9:30 am to 12:00 noon on 15 September and 15 December 2018 (Saturdays) to provide members with continuing professional development. For details, please visit the above website or call the enquiry telephone number.	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	https://eform.oshc.org.hk/course/tchi/course/CourseDetail.asp?Could=463	2311 3322	
The Society of Operations Engineers (Hong Kong Region)	http://www.soe.org.hk/	2617 0311	
Courses recognised by Qualifications Framework (QF)	http://www.hkqr.gov.hk	2836 1700	

Gentle Reminder

The contents in each issue help you catch up on the development of the registration scheme and enhance the quality of service. Please stay tuned! Each issue can be downloaded from the EMSD website at:

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



Procedures for Change of Registration Information of Registered Vehicle Maintenance Workshops/Vehicle Mechanics

Registered vehicle maintenance workshops that wish to update such information as their address or contact telephone number should submit the name of the workshop, registration number, new and old addresses, contact telephone number and business registration certificate, etc. to the VMRU of the EMSD by fax or e-mail. If the address on the business registration certificate is not the same as that of the workshop, please provide valid proof for using the premises, such as tenancy agreements, rent receipts, etc. Besides, registered vehicle mechanics who wish to change their registration information should submit their name, registration number and the changes to be made (such as new and old personal addresses, contact telephone number, etc.) to the VMRU of the EMSD by fax or e-mail.

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

Fax: 3521 1565 / E-mail: vmru@emsd.gov.hk / Tel: 2808 3545

Members of the Editorial Working Group:

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