

AEE Macau Chapter

能源工程師學會澳門分會

Certified Carbon Auditing Professional (CAP)

Online Program for Professional Certification



OVERVIEW

Course Date:	7 June 2025 & 14 June 2025
Course Time:	09:00 to 18:00 (UTC+08:00)
Course Venue:	Zoom Meeting (Online)
Exam Date & Time:	28 June 2025, 09:00 to 13:00 (UTC+08:00)
Exam Venue:	To be advised

Course Code: CAP / 01 / MU

Registration Deadline: **16 May 2025**

BACKGROUND

THE MARK OF A CARBON AUDITING PROFESSIONAL

Climate change poses significant challenges for communities worldwide. Since 1977, the Association of Energy Engineers (AEE) has been at the forefront of addressing energy and carbon-related issues through its comprehensive programs. The Certified Carbon Auditor Professional (CAP) course is an internationally recognized training program focused on carbon audits and reduction strategies. This certification was the first of its kind offered in the Greater Bay Area.

The CAP course, held in Macau and across the Greater Bay Area, is highly regarded as a benchmark of professional achievement within the fields of energy and carbon management. Endorsed by regional authorities, it not only addresses local environmental contexts but also serves as a global standard for qualifying carbon audit professionals.

Participants from around the world have successfully completed this prestigious training, making it one of the most respected and longest-running carbon training courses available.

COMPREHENSIVE TEACHING PROGRAM FOR CARBON AUDITOR

CAP certificates will be issued directly from the Association of Energy Engineers (USA Headquarters) to candidates after passing the exam with eligibility conditions of experience and qualifications. To obtain further information on the CAP program, please visit the web site www.aeecenter.org/certification/cap

Course & Exam Fee:		
A1: Ordinary Applicants:	MOP 10,700	HKD 9,870
A2: Early Bird#:	MOP 9,520	HKD 9,240
A3: Pairing*:	MOP 9,520	HKD 9,240
A4: Early Bird + Pairing	MOP 9,090	HKD 8,820
Exam only price:		
B1: Re-sit exam - Full Course taken previously:	MOP 2,010	HKD 1,950

Early Bird: Registered before 2 May 2025

* Pairing: 2 candidates or more to submit at the same time

INSTRUCTORS (To be confirmed)

LEAD INSTRUCTOR

Mr CF Leo WONG is a seasoned engineer with over 30 years of expertise in building energy management and sustainability. He holds an Honours Bachelor's degree in Mechanical Engineering from Brighton Polytechnic, a Master of Science in Sustainability and Environmental Management from Staffordshire University, and a Master of Social Science in Contemporary China Studies from Hong Kong Baptist University.

With over 40 publications on building commissioning, energy efficiency, and climate change, Leo has significantly contributed to the discourse on sustainable practices. His expertise in carbon auditing includes training as an ISO 50001 Lead Energy Auditor and participation in specialized carbon audit courses.

As a member of professional organizations such as ASHRAE and CIBSE, Leo continues to advocate for sustainable engineering practices and policies, reinforcing his reputation as a leader in environmental stewardship.

Leo is a Certified Energy Manager (CEM) and Certified Carbon Auditing Professional (CAP), granted by the Association of Energy Engineers. His commitment to sustainability is underscored by his role as Green Building Label Manager for the China Green Building Council (HK) from 2012 to 2022 and as Secretary/Treasurer of the Hong Kong Climate Change Forum, representing Hong Kong at COP 21 in Paris.

INSTRUCTORS





Ir C.K. FOK CAP, CEng, MHKIE, REA, RPE(BSS), MASHRAE, MCIBSE, VBASA, BEAM Pro, RCx Professional

Ms. Killary LUI CEM, CAP, LEED AP, WELL AP, RCx Professional, BEAM Pro (EB, BI, ND, EDC, ES), WiredScore AP, SmartScore AP





ABOUT THE COURSE

This course will show you how to conduct a “carbon audit” and begin a carbon reduction program aligned with the Kyoto Protocol and the guidelines published by WRI, ISO and WBCSD. Tailored for professionals in this dynamic region, the course will emphasize strategies that reflect the collaborative efforts and sustainability goals set by the Greater Bay Area authorities, focusing on carbon neutrality by 2030. The course has a practical session, and students have to take an exam and become certified professionals in this new area of expertise.

Professional knowledge on:

	<i>How to conduct a carbon audit and enhance carbon monitoring</i>
	<i>How to set up a carbon reduction program using cutting-edge resources and tools</i>
	<i>How to calculate and communicate the "Green" benefits from your energy-efficiency projects</i>
	<i>How you can improve the financial bottom line, the environment, your clients and colleagues in your business</i>

Additional Benefits:

	<i>Prepare for new legislation that could affect your organization</i>
	<i>Increased business efficiencies and profits</i>
	<i>Energy, water, waste, taxes (and other resource) savings</i>
	<i>Improved company image and marketing opportunities</i>

COURSE OUTLINE

1. THE NEED FOR CARBON REDUCTION AND OVERVIEW OF OPPORTUNITY
2. INTRODUCTION TO KYOTO (AND OTHER AGREEMENTS) AND BASIC AGREEMENT PRINCIPLES
3. CARBON FOOTPRINT MEASUREMENT AND REPORTING
4. TRANSPORTATION AND FLEET MANAGEMENT
5. BEST PRACTICES FOR A CARBON AUDITOR
6. CARBON AUDIT EXERCISE
7. PRACTICAL STRATEGIES AND TACTICS TO REDUCE CARBON FOOTPRINT
8. RENEWABLE ENERGY SOLUTIONS & GREEN POWER
9. EMISSIONS TRADING, TERMINOLOGY, RECS, CREDITS AND OFFSETS
10. ECONOMIC ANALYSIS AND LIFE CYCLE COSTING
11. FINANCING AND MARKETING OF PROJECTS
12. CAP BODY OF KNOWLEDGE & WORKED EXAMPLES
13. CONCLUSION & WORKED EXAMPLES

Examination: 100 Questions in Multiple Choices

Course Schedule

Day 1:

Item	Training Section
Registration, get on system	
Welcome, Course Outline, Exam Info	A
Global Green House Gas (GHG) Trends	A
Break	
Kyoto Protocol, GHG Legislative Requirements, Guidance	B
Lunch	
Carbon Footprint Measurement - first part	C
Break	
Carbon Footprint Measurement - conclusion	C
Fleet Management	D
Break	
Best Practices for GHG Auditor	E
Carbon Audit Exercise	F
Wrapup	
End	

Day 2:

Item	Training Section
Room Open	
How to Reduce Energy/Carbon Footprint, Efficient Solutions	G
Renewable Energy, Green Power, and Recycling	H
Break	
Carbon Trading	I
Lunch	
Review Airport Exercise	F
Time Value of Money	J
Break	
Alternative Financing and Marketing	K
Body of Knowledge, Worked Examples, Closing	L, M
End	

ELIGIBILITY

The prerequisites to qualify for the certification process have been designed to take into account the possible diversity of education and practical experience an individual may have. However each CAP candidate must meet one of the following criteria with the pass of exam:

Education	Work Experience
4-year engineering/science/architectural degree	Not required
4-year degree in business (or related field)	AND 3+ years related* experience
2-year associate degree	AND 5+ years related* experience
NONE	AND 8+ years related* experience
Current status of Certified Energy Manager (CEM®)	Not required

*Related experience in energy/carbon management.

Application forms will be distributed to the students after the course/exam for the certification.

Conditions

1. All candidates should firstly fax/email the form for registration and pay for seat confirmation.
2. Every effort will keep the course date unchanged. However, all candidates will be informed well in advance should there be any change of course date due to venue booking and other reasons.
3. The course contents may subject to change according to the decision of the instructors.

4. The organizer reserves the right to cancel the course should there be insufficient candidates or other reasons. Course fee will then be refunded 100%.
5. The organizer reserves the right to close the application before the deadline should the application exceeds the maximum intake.
6. All CAP successful candidates will enjoy a 1-year free AEE membership and a CAP certificate if he/she fulfils the eligibility requirement.
7. When the course is confirmed, a workbook materials link for download will be forwarded to you for your own print out for the course and exam usage.

Class Details

- All students should know how to perform basic “Time Value of Money” calculations (for example: students should know how to calculate the Net Present Value given a series of cash flows).
- A limited maximum of 40 students will be accepted for the class.

Supporters (To be confirmed)

- AEE Hong Kong Chapter
- AEE South China Chapter
- AEE Malaysia Chapter
- Hong Kong Baptist University

AEE Macau Chapter

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< REPLY SLIP >

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Course Code: CAP / 01 / MU

Registration

Early Bird Deadline: **2 May 2025**

Course Deadline: **16 May 2025**

(First come first served, application may early close if class size reaches 40)

To register, please click [here](#) to complete the application form.

Payment Methods

If you are **in Macau**, you can select one of the following payment methods: --

Direct deposit or ATM transfer to the personal account of President of AEE Macau Chapter

“FOK CHI KEUNG” Banko Tai Fung Account no. 220-2-21360-0.

(Before you upload the bank slip through a Google form. Please make sure to write down your name on the bank slip and the file name is your **FULL name**)

If you are **outside Macau**, you can select one of the following payment methods: --

Direct Deposit to “FOK CHI KEUNG” *Standard Chartered Bank Account no. 567-2-003796-3.*

Telegraphic Transfer (If you pay by Telegraphic Transfer, please contact Ir C.K. Fok via email at ckfok359@gmail.com for bank account information and proper procedures.)

If you have any questions regarding the payment method or registration, please do not hesitate to contact Ir C.K. FOK via email at ckfok359@gmail.com or WhatsApp at +853 6655 8602 / +852 9363 7637.