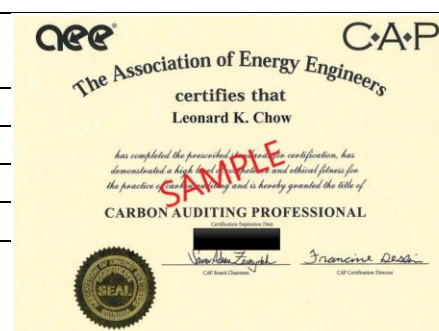


# CAP

## Certified Carbon Auditing Professional (CAP) On-line Program for Professional Certification

<b>Hong Kong Date:</b>	<b>29-30 July 2024</b>
	<b>Online Course</b>
<b>Course Time:</b>	<b>9:30-18:00 (Hong Kong Time Zone)</b>
<b>Exam Date:</b>	<b>3 August 2024 (In-Person)</b>
<b>Exam Venue:</b>	<b>To be advised</b>



**Course Code:** CAP / 20 / HK  
**Registration Deadline:** 15 July 2024

### THE MARK OF A CARBON AUDITING PROFESSIONAL

Climate change has become a challenge to the international community. Since 1977, the Association of Energy Engineers (AEE) has offered programs that address energy and carbon issues. The Certified Carbon Auditor Professional (CAP) is an international professional training course on carbon audits and carbon reduction strategies. Regarding carbon training and certification, the CAP certification was the first internationally accepted program to be offered in Hong Kong. This training course is widely accepted and used as a measure of professional accomplishment within the energy/carbon management fields. It is the standard for qualifying carbon audit professionals both in the United States and worldwide and is endorsed by the Government of the Hong Kong SAR.

**This is the most-respected and longest running carbon training course in Hong Kong. Participants from 6 continents have taken this course!**

### 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](http://www.aeecenter.org/certification/cap)

#### Course & Exam Fee:

<b>A1:</b>	<b>Ordinary Applicants:</b>	<b>HK \$9,870</b>
<b>A2:</b>	<b>Early Bird#:</b>	<b>HK \$9,240</b>
<b>A3:</b>	<b>Pairing*:</b>	<b>HK \$9,240</b>
<b>A4:</b>	<b>Early Bird + Pairing</b>	<b>HK \$8,820</b>

#### Exam only Price:

<b>B1:</b>	<b>Re-sit exam - Full Course taken previously:</b>	<b>HK \$1,950</b>
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# Early Bird: Registered before 30 June 2024

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

### **INSTRUCTORS (To be confirmed)**

Mr. Vidmar has almost 40 years of wide ranging industrial experience, having worked at over 1000 different world-wide manufacturing sites on manufacturing, environmental, safety, and energy improvements. Most recently, Mr. Vidmar was the Vice President of Energy Services for Loureiro, a multi-discipline consulting firm, assisting clients in all phases of energy reduction and energy management. Before that, Mr. Vidmar worked at Pratt & Whitney, Stanley Works, and the Cookson Group. Positions held included plant manager, maintenance director, EHS director, and ultimately to Energy Director.



Mr. Vidmar has a B.S. degree from Miami University (OH), and a M.S. degree from Vanderbilt University in Environmental and Water Resource Engineering. He is a Certified Energy Manager, a Certified Energy Auditor, Certified Carbon Auditing professional, Certified Professional in Energy Management System (ANSI – CP EnMS Industrial), and an Energy Fellow as granted by the Association of Energy Engineers.

### **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. It is a custom-tailored course for Hong Kong for the “2010 Guideline to Account and Report Greenhouse Gas Emissions and Removals for Buildings of Commercial, Residential or Institutional Purposes in Hong Kong”. There is a practical session in the course, students have to take an exam and become a certified professional in this new area of expertise.

Professional knowledge on:

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

Additional Benefits:

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

## **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:

**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 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.

< REPLY SLIP >

**The Certified Carbon Auditing Professional (CAP)**  
**On-line Program for Professional Certification**

Course Code: CAP / 20 / HK

**Registration**

**Early Bird Deadline: 30 June 2024**

**Course Deadline: 15 July 2024**

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

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

**Payment Methods**

If you are in Hong Kong, you can select one of the followings payment methods: --  
Direct deposit or ATM transfer to

**“AEE Hong Kong Chapter Limited” HSBC Account no. 614-054229-838.**

(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 have any questions regarding the payment method or registration, please do not hesitate to contact Fiona via email at [aeefiona@gmail.com](mailto:aeefiona@gmail.com) or WhatsApp at 852 9211 2547