



January 5, 2012

Our Ref: ACRA/BC01/050112

Dear Members,

Sub: Training for Workers in Handling HFC & Blend Type Refrigerants  
For Architectural Services Department Contracts

In accordance with the new Requirement of Refrigerant Workers for ArchSD project as from April 1, 2008, there should be not less than 25% of the registered workers (or 1 worker minimum) at the ArchSD job sites who should have received this recognized training so that they can be qualified to service refrigeration equipments such as chillers and DX split units.

In this respect, we continue to organize the training program to meet the need of the market. This training will be organized jointly with Vocational Training Council and will include a 1/2-day classroom training and a 1-day practical workshop training at the Institute of Vocational Education. The applicant should be **technician grade** with the following qualifications:

- (a) Minimum 3 years relevant working experience in servicing refrigeration equipments and minimum F.3 qualification or Craft Certificate in related disciplines from Institute of Vocational Education; OR
- (b) Minimum 5 years relevant working experience in servicing refrigeration equipments

Attached please find the application form and the course content. The completed form should be endorsed by the employer and should be returned to Ms. Polly Mui by fax at 2598 0102 or by e-mail at [info@acra.org.hk](mailto:info@acra.org.hk) for enrolment and crossed cheque should be sent by post to ACRA Office on/before **January 31, 2012**. Registration confirmation will be then notified to the applicant company before commencement of the training. A certificate will be issued to the applicants upon successful completion of the course.

Thank you for your kind attention.

Yours faithfully,  
The Hong Kong Air Conditioning  
and Refrigeration Association Limited



(Bill Cheung)

Training Committee

Encl.



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**Re: Registration for Training for Workers in Handling HFC & Blend Type Refrigerants**

We would like to register the following applicant(s) to attend the captioned training course and certify that the applicant(s) have fulfilled the minimum requirement of working experience and academic qualification required..

Details of Training:

a) Classroom Training:

Time: February 11, 2011 (9:00am to 1:00pm)

Venue: Lecture Theatre LT02, 6 Oi Kwan Road,  
Institute of Vocational Education (Morrison Hill)

b) Practical Workshop Training

Time: Class #1: February 14, 2012 (9:00am – 5:00pm)

Class #2: February 21, 2012 (9:00am – 5:00pm)

ACRA will assign applicants to respective workshop training classes

- c) Course Fee:  ACRA Member HK\$1,200/Person  
 Non-ACRA Member HK\$1,500/Person

No.	Name (BLOCK LETTER)	HKID No.	Years of Working Experience	Qualifications
1				
2				
3				
4				
5				

Please attach proof of qualifications as mentioned for each applicant and use separate sheet for additional applicants.

Company Name : \_\_\_\_\_

Company Address : \_\_\_\_\_

Contact Person : \_\_\_\_\_ Tel : \_\_\_\_\_ Fax: \_\_\_\_\_

Registration: The application form and crossed cheque payable to “**The Hong Kong Air Conditioning and Refrigeration Association Limited**”, should be sent to “**Room 1801, Tung Wah Commercial Building, 109-111 Gloucester Road, Wanchai, Hong Kong**” before **January 31, 2012**. Applicants may also e-mail the above information to [info@acra.org.hk](mailto:info@acra.org.hk) for seat reservation.



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## **Contents of Training**

### A) Classroom Training:

- Physical Properties of HFC & Blend Type Refrigerants
- Current Development of Refrigerants
- Safety at Workplace
- Handling Precautions of Refrigerants
- Handling Precautions of Pressurized Container
- Basic Tools & Safety Apparatus
- Brazing
- Leak Detection
- Pressure Test
- Vacuum Test
- Refrigerant Charging
- Refrigerant Recovery
- Lubrication Oil
- Summary

### B) Practical Workshop Training:

- Demonstration of the operation of a refrigeration system.
- Practice of purging of a refrigeration system using nitrogen gas.
- Practice of pressure testing of a refrigeration system.
- Practice of evacuation of a refrigeration system by a vacuum pump.
- Practice of refrigerant charging (vapour charging & liquid charging, care of HFC & blend refrigerants )
- Practice of refrigerant leak testing.
- Practice of a refrigeration system pumping down.
- Practice of refrigerant recovery and recycling procedures using a recovery/recycling machine.
- Practical tests on refrigeration system pumping down, evacuation, charging and recovery procedures.