

# THE HONG KONG AIR CONDITIONING AND REFRIGERATION ASSOCIATION LIMITED

香 港 空 調 及 冷 凍 商 會 有 限 公 司

Room 1801, Tung Wai Commercial Building,  
109-111 Gloucester Road, Wanchai, Hong Kong  
Fax : (852) 2519 0298  
Web Site : www.acra.org.hk  
E-mail : info@acra.org.hk

Ref: ACRA/BC01/03099

Mar 9, 2009

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 connection, we are going to conduct the 4<sup>th</sup> training program to meet the growing need of the market. This training will be organized jointly with Vocational Training Council in April 2009 for our industry 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. The completed form should be endorsed by the employer and should be returned to Ms. Penny Cheng by fax at 2243 4032 for enrolment on/before **April 9, 2009**. Registration confirmation will be notified to the applicant company after April 9, 2009. Upon admission, the course fees should be paid by crossed cheque payable to "The Hong Kong Air Conditioning and Refrigeration Association Limited" before commencement of the training course. 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)  
Council Member  
Encl.



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Fax To: Ms. Penny Cheng

The Hong Kong Air Conditioning & Refrigeration Association of Hong Kong Limited  
c/o Johnson Controls Hong Kong Ltd (Fax No. : 2243 4032)

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 mentioned in this letter.

Details of Training:

a) Classroom Training:

Time: April 18, 2009 (9:00am to 1:00pm)

Venue: Lecture Theatre LT 21, 6 Oi Kwan Road,  
Institute of Vocational Education (Morrison Hill),

b) Practical Workshop Training:

Time: Class #1 : April 22, 2009 (9:00am – 5:00pm)

Class #2 : April 24, 2009 (9:00am – 5:00pm)

Class #3 : April 28, 2009 (9:00am – 5:00pm)

ACRA will assign applicants to the respective workshop training classes

Venue: Pokfulam Training Centre Complex, 145 Pokfulam Road, HK

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

Non-ACRA Member HK\$1,500/Person

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

Please attach proof of qualifications as specified in the requirements for each applicant and use separate sheet for additional applicants.

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

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

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



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## Contents of Training

### A) Classroom Training:

- Physical Properties of HFC & Blend Type Refrigerants
- 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.

