

# 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:      | 12–13 March 2026, 09:00–18:00 (UTC+08:00)<br>14 March 2026 (AM Session), 09:00–13:00 (UTC+08:00) |
| Course Venue:     | Online by Zoom   |
| Exam Date & Time: | 28 March 2026  |
| Exam Venue:       | Hong Kong Baptist University   |

Course Code : CAP / 2026/01 / MO

Registration Deadline: 27 February 2026

#### BACKGROUND

##### Carbon Auditing Professional Training Program™

The Certified Carbon Auditing Professional (CAP™) Training Program is designed to provide recognition for professionals who have distinguished themselves as leaders in the growing field of carbon reduction. This CAP™ course is designed to provide comprehensive training in the critical areas of greenhouse gas (GHG) emissions, carbon reduction and associated reporting. The focused, fast-paced program is delivered over two and a half days and is intended both to expand your knowledge in the carbon management field and to serve as preparatory training for the exam required to achieve the AEE's CAP® certification

This program also equips participants with the practical skills needed to conduct effective carbon audits and support organizations in reducing their overall emissions. Through applied methodologies and real-world examples, attendees will learn how to identify carbon-reduction opportunities and contribute to initiatives that help companies progress toward carbon neutrality.

## 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: Ordinary Applicants:</b>                        | <b>MOP 10,700</b> | <b>HKD 9,870</b> | <b>USD 1,335</b> |
| <b>A2: Early Bird#:</b>                                | <b>MOP 9,520</b>  | <b>HKD 9,240</b> | <b>USD 1,188</b> |
| <b>A3: Pairing*:</b>                                   | <b>MOP 9,520</b>  | <b>HKD 9,240</b> | <b>USD 1,188</b> |
| <b>A4: Early Bird + Pairing</b>                        | <b>MOP 9,090</b>  | <b>HKD 8,820</b> | <b>USD 1,134</b> |
| <b>Exam only price:</b>                                |                   |                  |                  |
| <b>B1: Re-sit exam - Full Course taken previously:</b> | <b>MOP 2,010</b>  | <b>HKD 1,950</b> | <b>USD 251</b>   |

# Early Bird: Registered before 13 February 2026

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

## INSTRUCTORS

### 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





|                        |  |
|------------------------|--|
| <b>Ir C K FOK</b>      | CAP, CEng, MHKIE, REA, RPE(BSS), MASHRAE, MCIBSE, VBASA, BEAM Pro, RCx Professional                        |
| <b>Ms. Killary LUI</b> | CEM, CAP, LEED AP, WELL AP, RCx Professional, BEAM Pro (EB, BI, ND, EDC, ES), WiredScore AP, SmartScore AP |

## ABOUT THE COURSE





This course is designed to help energy professionals, including energy managers, energy engineers, facility and business managers, industrial engineers, supply chain professionals, utility officials, consultants, contractors, financial officers, and energy service company professionals become more aware of and effective at identifying and implementing the best GHG reduction strategies. This mix of energy professionals and the learning environment also provides attendees an excellent opportunity for peer-to-peer learning and networking.

This program is also ideal for young energy professionals who wish to help their organization realize the additional benefits of GHG reduction, including cost avoidance, risk reduction, competitiveness, productivity and operations, shareholder value, community outreach, and branding.

### 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:

| Registration, Get On System                                   |  |
|---|--|
| Topic   | Corresponding Section in Training Material |
| <i>Welcome, Course Outline, Exam Info</i>                     | A  |
| <i>Global Green House Gas (GHG) Trends</i>                    | A  |
| Break   |  |
| <i>Kyoto Protocol, GHG Legislative Requirements, Guidance</i> | B  |
| Lunch   |  |
| <i>Carbon Footprint Measurement - first part</i>              | C  |
| <i>Carbon Footprint Measurement - conclusion</i>              | C  |
| Break   |  |
| <i>Best Practices for GHG Auditor</i>                         | E  |
| End   |  |

## COURSE SCHEDULE (CONT.)

### Day 2:

| Registration, Get On System                                       |  |
|---|--|
| Topic   | Corresponding Section in Training Material |
| <i>How to Reduce Energy/Carbon Footprint, Efficient Solutions</i> | G  |
| <i>Renewable Energy, Green Power, and Recycling</i>               | H  |
| Break   |  |
| <i>Carbon Trading</i>   | I  |
| Lunch   |  |
| <i>Alternative Financing and Marketing</i>                        | K  |
| <i>Fleet Management</i>   | D  |
| Break   |  |
| <i>Carbon Audit Exercise</i>                                      | F  |
| End   |  |

### Day 3:

| Registration, Get On System                        |  |
|--|--|
| Topic  | Corresponding Section in Training Material |
| <i>Review Airport Exercise</i>                     | F  |
| <i>Time Value of Money</i>                         | J  |
| Break  |  |
| <i>Body of Knowledge, Worked Examples, Closing</i> | L,M  |
| <i>Exam Revision Session</i>                       | A-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.*

### 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 fulfills 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

1. 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).
2. A limited maximum of 40 students will be accepted for the class.

## Supporters

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

# AEE Macau Chapter

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< REPLY SLIP >

## Certified Carbon Auditing Professional (CAP)

Online Program for Professional Certification



Course Code: CAP / 2026/01 / MO

### Registration

Early Bird Deadline : **13 February 2026**

Course Deadline : **27 February 2026**

(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.

Direct Deposit to “FOK CHI KEUNG” Standard Chartered Bank Account no. 338-8-319-793-1 by USD.

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 66558602 / +852 9363 7637.