



Environmental Integrity & Excellence

Hong Kong Institute of Qualified Environmental Professionals (HKIQEP)
香港合資格環保專業人員學會(香港環專會)

**This form must be completed electronically.
Handwritten submissions will not be accepted.**

PRIVATE AND CONFIDENTIAL AFTER COMPLETION

APPLICATION FOR CERTIFIED AIR / NOISE MODELLING PROFESSIONAL (2026)

Notes:

- Please read the following before completing this form:
 - HKIQEP Air/Noise Modelling Professional Certification Scheme Details (<http://hkiqep.org/certified-air-noise-modelling-professional>)
 - Instructions for application submission (pages 6-8 of this document)
- Complete ALL parts of this application form.
- Applicants must notify HKIQEP promptly if there are any changes to the information provided in the application package, especially contact details and employment status.
- Applicants applying for both Air Modelling Professional Certification and Noise Modelling Professional Certification must complete TWO separate application forms and submit them separately.

A. PERSONAL PARTICULARS						
HKIQEP MEMBERSHIP NUMBER		GENDER	MALE	FEMALE		
SALUTATION	DR	IR	MR	MS	PROF	OTHER
SURNAME		GIVEN NAMES (AS PER IDENTITY DOCUMENT)				
OTHER NAMES (IF APPLICABLE)		WORK EXPERIENCE IN AIR/NOISE MODELLING		YEARS		
APPLYING FOR	AIR MODELLING PROFESSIONAL		NOISE MODELLING PROFESSIONAL			

B. RELEVANT PROFESSIONAL QUALIFICATIONS				
NOTES: ♦ Copies of documentary evidence must be submitted				
ISSUE DATE (YYYY/MM)	VALID UNTIL (YYYY/MM)	PROFESSIONAL QUALIFICATION	ISSUING AUTHORITY	SUPPORTER'S INITIAL

C. RELEVANT EMPLOYMENT HISTORY

NOTES:

- ◆ List in reverse chronological order.
- ◆ Only include relevant employment with Air or Noise Modelling experience.
- ◆ Include a brief description for each position in this section and supplement with a detailed CV (refer to requirements on Pages 7).

CURRENT EMPLOYMENT

FROM (YYYY/MM)	TO (YYYY/MM)	COMPANY	
	Present	POSITION HELD	SUPPORTER'S INITIALS

Summary of experience in air/noise modelling work:

SPECIFIC EXPERIENCE AREA(S) IN THIS POSITION:
NOISE:

- Road traffic noise
 Construction noise
 Fixed noise source
 Others (please specify):
-

AIR (COMPLETE ALL 3 SECTIONS):
1. Emission Estimation and Implementation

- Power plants; incinerators; boilers; diesel generators; concrete batching plants; and other industrial emission sources (e.g. tar and bitumen works, aluminium works, organic chemical works)
 Landfill; Refuse transfer station; and Sewage treatment work (Including odourous gas)
 Vehicle emission
 Construction site emission
 Others (please specify):
-

2. Air Quality Model Simulation and Application

- Application of Gaussian Dispersion Model
 Please specify the model(s):
-

3. Experience in Air Quality Impact Assessment

- Environmental Impact Assessment Ordinance (EIAO)
 Town Planning Ordinance (TPO)
 Air Pollution Control Ordinance (APCO)
 Others (please specify):
-

C. RELEVANT EMPLOYMENT HISTORY (CONT'D)

NOTE:

♦ Duplicate this page for additional positions held (add to the final application package in reverse chronological order)

PAST EMPLOYMENT

FROM (YYYY/MM)	TO (YYYY/MM)	COMPANY	
			SUPPORTER'S INITIALS
		POSITION HELD	

Summary of experience in air/noise modelling work:

SPECIFIC EXPERIENCE AREA(S) IN THIS POSITION:
NOISE:

Road traffic noise
 Construction noise
 Fixed noise source
 Others (please specify):

AIR (COMPLETE ALL 3 SECTIONS):
1. Emission Estimation and Implementation

Power plants; incinerators; boilers; diesel generators; concrete batching plants; and other industrial emission sources (e.g. tar and bitumen works, aluminium works, organic chemical works)
 Landfill; Refuse transfer station; and Sewage treatment work (Including odourous gas)
 Vehicle emission
 Construction site emission
 Others (please specify):

2. Air Quality Model Simulation and Application

Application of Gaussian Dispersion Model
 Please specify the model(s):

3. Experience in Air Quality Impact Assessment

Environmental Impact Assessment Ordinance (EIAO)
 Town Planning Ordinance (TPO)
 Air Pollution Control Ordinance (APCO)
 Others (please specify):

D. DETAILS OF MODELLING EXPERIENCE

All applicants are required to select one or two key projects from their CV and prepare an essay of not more than 600 words. The requirements for the essay are listed below.

For Certified Air Modelling Professionals applicants:

The essay must highlight his/her understanding and experience in air modelling, specifically on the following:

- ◆ The key pollutants, their emission sources, and the specific concerns.
- ◆ The method/approach and critical considerations in emission estimations.
- ◆ Selection and application of air quality models.
- ◆ Model implementation, post-model processing, and results interpretations.
- ◆ Control and mitigation of air quality impacts.
- ◆ Key challenges in modelling assessment.
- ◆ Insights and learnings.

For Certified Noise Modelling Professionals applicants:

The essay must highlight his/her understanding and experience in noise modelling for operation noise impacts of the selected project(s), specifically on the following:

- ◆ The method/approach and critical considerations in sources estimations.
- ◆ Selection and application of noise models.
- ◆ Model implementation, post-model processing, and results interpretations.
- ◆ Control and mitigation of noise impacts.
- ◆ Key challenges in modelling assessment.
- ◆ Insights and learnings.

Ensure the applicant's name and membership number are on every page of the essay.

E. DECLARATION

I declare that the information provided in this application is, to the best of my knowledge and belief, true and correct.

If elected to be a Certified Air/Noise Modelling Professional, I agree to abide by the Code of Ethics and Code of Conduct published on <http://hkiqep.org/codes-of-ethics-and-conduct>. Failure to do so may result in the revocation of my certification and HKIQEP membership.

SIGNATURE

FULL NAME

DATE

F. NOMINATION BY ONE SUPPORTER

NOTES:

- ♦ *The Supporter must be a Professional Member, Founding Fellow, or Fellow of HKIQEP who personally knows the applicant OR the current direct supervisor of the applicant.*
- ♦ *The Supporter must complete this section of the application form, as well as initial ALL pages of supporting documents to validate them as true copies.*

I, the undersigned, support the Applicant from personal knowledge for consideration as Certified Air / Noise Modelling Professional. I have endorsed the correctness of this application as well as validated the documentary evidence by my initials.

FULL NAME

EMAIL

I AM A MEMBER OF HKIQEP

MEMBERSHIP NUMBER

CURRENT POSITION & PHONE NUMBER

OR

I AM THE APPLICANT'S DIRECT SUPERVISOR

SIGNATURE

INITIAL

DATE

APPLICATION INSTRUCTIONS

This section provides instructions on how to complete and submit this application. Refer to <http://hkiqep.org/certified-air-noise-modelling-professional> for details of the certification schemes.

I. APPLICATION PROCESS

1. Complete the application form – Refer to the next section for specific instructions.
 - ♦ Fill in the application form using Adobe Acrobat. Handwritten applications will not be accepted.
 - ♦ Documentary evidence is required for Sections B and C.
2. Print and sign the completed application form.
3. Pay the application fee to HKIQEP’s bank account. Refer to the last section for bank details.
4. Complete the online registration page and upload the signed application form, supporting documents, and scanned payment receipt on or before **15 February 2026**.
 - ♦ Scan the signed application form, a detailed CV (refer to requirements in the next section), the work experience essay, and all supporting documents into ONE file in pdf format.
 - ♦ Scan the payment receipt in a separate file, ensure the applicant’s HKIQEP Membership Number and full name are clearly written on it.
 - ♦ Complete the online registration page and upload the files according to the instructions on the online page. The links for the online registration pages can be found on <http://hkiqep.org/certified-air-noise-modelling-professional>.
5. Upon receipt of the application package, HKIQEP will issue an acknowledgement and a receipt for the application fee by email. This acknowledgement does not signify that the applicant has met all requirements.
6. Applicants who meet the criteria after initial vetting will be invited to attend sit for the certification examination scheduled for 7 March 2026. Confirmation of examination arrangements, including venue and time, will be sent by email before 28 February 2026.

II. COMPLETING THE APPLICATION FORM

Part A: Personal Particulars

- ♦ HKIQEP Membership Number: The membership number can be found on the HKIQEP website (<http://hkiqep.org/membership-directory/>).
- ♦ Applicants who are not HKIQEP members at the time of application are encouraged to apply for HKIQEP Associate Membership in parallel with this application. Please type “Under application” in this space if this is the case. Note that the Air/Noise Modelling Professionals qualification will not be granted until the HKIQEP Associate (or higher) Membership is achieved.
- ♦ Work Experience: The total number of years the member has worked in air/noise modelling.
 - If a research post-graduate degree is used to claim work experience, the applicant must still have at least 12 months of relevant modelling work experience as a practitioner.
- ♦ Select the certification scheme being applied to (Air or Noise).
 - Applicants applying for both Air Modelling Professional Certification and Noise Modelling Professional Certification must complete TWO separate application forms and submit them separately.

Part B: Relevant Professional Qualifications

- ♦ List any professional qualifications obtained relevant to the scheme being applied to.
- ♦ Submit documentary evidence such as membership certificates, membership fee payment, etc.

Part C: Relevant Employment History

- ♦ Only include positions with modelling experience relevant to the scheme being applied to.
- ♦ Summarize the modelling experience for each position in a few sentences and supplement with a detailed CV.
- ♦ Requirements for the CV:
 - Details of modeling experience and roles over at least the last 2 years including project names, responsibilities, level of authority, and autonomy for each project.
 - For Certified Air Modelling Professionals applicants:
 - The details of the projects and whether they are submitted under EIAO, TPO or APCO.
 - Other essential information includes (but are not limited to): models used in the impact assessment, pollutants being assessed (including odour and toxic air pollutants), pollutants emission sources, method(s) used to determine the pollutant emission factor/rates, method(s) in determining NO₂ concentration from NO_x concentration, and the air pollution control equipment/method(s) required.
 - For Certified Noise Modelling Professionals applicants:
 - Experience in identifying and investigating complex noise issues and designing and developing noise mitigation measures for noise impacts of all the required areas – construction, road traffic, and fixed noise source.
- ♦ Practical experience must include all required areas listed (refer to scheme document).
- ♦ If the applicant has duties and responsibilities in other areas in addition to the modelling scheme being applied for, the estimated proportion of time contributed to modelling work, whether hands-on or supervisory/management related, should be stated. This will be taken into account when calculating whether the required 24 months experience is met.
- ♦ Complete as many sheets of Page 3 as required to list all relevant experience. When scanning the application package, be sure to arrange the work experience in reverse chronological order (most recent first).
- ♦ Refer to the HKIQEP Air/Noise Modelling Professional Certification Scheme Details and Application Process (<http://hkiqep.org/certified-air-noise-modelling-professional>) for requirements details. Details of specific required experience can be found in the Air Modelling and Noise Modelling Syllabuses on the same webpage.
- ♦ Acceptable employment evidence may include a combination of company reference letters, project documents, employment contracts, and other documentation as applicable. Ensure all sensitive information are blacked out prior to submission.

Part D: Details of Modelling Experience

- ♦ All applicants are required to select one or two key projects from their CV and prepare an essay of not more than 600 words. The essay must include details listed below.
 - For Air Modelling Professional applicants, the essay must highlight his/her understanding and experience in air modelling on the following items:
 - The key pollutants, their emission sources, and the specific concerns.
 - The method/approach and critical considerations in emission estimations.
 - Selection and application of air quality models.
 - Model implementation, post-model processing, and results interpretations.
 - Control and mitigation of air quality impacts.
 - Key challenges in modelling assessment.
 - Insights and learnings.
 - For Noise Modelling Professional applicants, the essay must highlight his/her understanding and experience in noise modelling for operation and noise impacts of the project(s) on the following items:
 - The method/approach and critical considerations in sources estimations.
 - Selection and application of noise models.
 - Model implementation, post-model processing, and results interpretations.
 - Control and mitigation of noise impacts.
 - Key challenges in modelling assessment.
 - Insights and learnings.
- ♦ Ensure the applicant's name and membership number are on every page of the essay.

Part E: Declaration

- ◆ All applicants must declare the information contained in the application is true and accurate.
- ◆ Applicants should read the HKIQEP Code of Ethics and Code of Conduct via the link provided before completing the declaration.
- ◆ The application package will be reviewed by a review panel prior to confirmation of acceptance to sit for the examination.

Part F: Supporter Nomination

- ◆ The Supporter must be either:
 - A Professional Member, Founding Fellow or Fellow of HKIQEP who personally know the applicant, or
 - The current direct supervisor of the applicant
- ◆ The Supporter must initial all filled in section of Parts B & C, and all pages of the supporting documents, including the CV, and complete this section of the application form AFTER it is duly completed and signed by the applicant.

III. FEE STRUCTURE

1. All fees are non-refundable.

FEES SCHEDULE	FEE (HKD)	PAYMENT DUE
Application Fee	\$500	Before submitting application for Air/Noise Modelling Professional Certification
Examination Fee	\$2,000	Upon confirmation that applicant has met all requirements
Annual Subscription for Air/Noise Modelling Professional	\$800	Upon confirmation of Professional Certification

2. Payment to be made directly to the following:

Bank name: HSBC
 Account name: Hong Kong Institute of Qualified Environmental Professionals
 Account number: 853-011534-001
 FPS Proxy ID: 121034102

3. The applicant's name and membership number must be clearly written on the payment record.