

HKIQEP EIA Expert: Scheme Details and Application Process

I. Scheme Background

Environmental Impact Assessment (EIA) is essential for sustainable development in Hong Kong, ensuring a balance between urban growth and environmental conservation. Accurately prepared EIA reports play a critical role in identifying and mitigating ecological risks, complying with regulations, and addressing public concerns. They support effective planning, protect natural habitats, and ensure responsible resource management. By fostering a resilient and livable environment, EIA contributes to the city's long-term sustainability and its ability to manage ongoing development pressures.

To promote and enhance professional development in this field, HKIQEP has established and launched a certification scheme (the Scheme) to formally recognize experienced and qualified EIA professionals. The Scheme ensures that certified individuals possess the requisite expertise to prepare, review, and verify EIA reports in accordance with Annex 20 of the EIAO-TM, Guidelines for the Review of an EIA Report (June 2023).

Candidates who have passed the assessment may use "HKIQEP Expert - EIA" on their business materials.

II. Scheme Requirements

The basic requirements are as follows:

- HKIQEP Professional Member
- At least 10 years EIA experience
- At least 6 years (within the 10 years) managing EIA projects

EIA practitioners who meet the stated requirements are welcomed to apply. Applicants are advised to provide as much detail as possible on the application package and their CV. The requirements for the CV are listed on the application form.

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III. Process

Applications will undergo an initial review to confirm eligibility. Once confirmed, candidates will be invited to attend an interview by an Assessment Panel consisting of EIA Experts. Candidates will be reviewed against a set of attributes as described in the EIA Experts Evaluation Rubric. The rubric can be downloaded from <https://hkiqep.org/eia-expert-scheme-details/>.

The passing criteria are:

- Candidates must score 10 or above
- Candidate may not score 0 in any of the Attributes

Application period: 16 February – 15 March 2026
Interview dates: April 2026
Interview time and venue: To be confirmed

The key steps of the application process are outlined below:

1. The application form can be downloaded from <https://hkiqep.org/eia-expert-scheme-details/>. The instructions for completing the application are on the last few pages of the form.
2. The application package must be uploaded to the application portal via the designated link. Required documents are:
 - ♦ Completed and signed application form
 - ♦ Detailed Curriculum Vitae
 - ♦ Relevant supporting documents – refer to the instructions provided on the application form
 - ♦ Application fee payment record
3. Initial review based on the submitted application package against the Scheme criteria will be completed within 14 days from the receipt of the application package. Applicants will be notified of the result by email. Additional information or clarifications may be required from the applicant. The applicant is expected to reply in a timely manner to avoid any delays to the review process.
4. Applicants who passed the initial review will receive an email with the details for their interview by 31 March 2026.

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IV. Fees Schedule

The fees structure for the Scheme is as follows:

FEES SCHEDULE	FEE (HKD)	PAYMENT DUE
Application Fee	\$500	Before submitting application
Interview Fee	\$1,500	Upon confirmation that applicant has met all requirements
Annual Subscription for EIA Expert	\$800	Upon confirmation of certification*

* Members with multiple certifications are only required to pay the annual subscription fee for up to 2 certifications, in addition to the annual subscription fee for Professional Membership.

1. All fees are non-refundable.
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 receipt.

V. Contacts and Reminders

Please contact us at certification@hkiqep.org if you have any questions.

Useful links:

HKIQEP website: <http://www.hkiqep.org>

Other HKIQEP contact: general@hkiqep.org

Reminders:

1. All announcements and communications will be made through email. No postal mail will be sent.
2. To avoid emails from being dropped to their spam folders or blocked by their server, applicants are advised to add our email address to their address book.
3. General notices will be posted on the HKIQEP website.