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香港工程師學會  
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香港考試及評核局  
HONG KONG  
EXAMINATIONS &  
ASSESSMENT  
AUTHORITY

機電工程署  
ELECTRICAL &  
MECHANICAL  
SERVICES  
DEPARTMENT

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# B 級電業工程人員註冊考試簡介

## NOTES ON EXAMINATION FOR REGISTRATION AS A GRADE B ELECTRICAL WORKER

2025

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## B 級電業工程人員註冊考試

### 1. 序言

根據電力條例（第 406 章）的規定，所有從事固定電力裝置工程的電業工程人員，必須向香港特別行政區政府機電工程署註冊，目的在於確保這類工程只由合資格的電業工程人員進行，以加強用電安全。

申請人若未具備認可的學歷，便須在一項由機電工程署署長認可的考試中取得合格，才有資格註冊成為 B 級電業工程人員。機電工程署、職業訓練局、香港工程師學會及香港考試及評核局（下稱「考評局」），聯合制訂了一項「B 級電業工程人員註冊考試」。此項考試專為具有多年實際電力工作經驗，但沒有足夠學歷，而希望申請註冊成為 B 級電業工程人員的人士而設。

### 2. 目的

此項考試旨在評估電業工程人員在設計、安裝及維修電量不超過 2500 安培低壓固定電力裝置方面的能力和知識。

### 3. 認可

獲「B 級電業工程人員註冊考試」合格者，可被視為已符合電力（註冊）規例第 5(2)(c)(ii)條的規定，即已在一項由機電工程署署長認可的考試中取得合格（請參閱附錄 I）。

註：合格考生在申請註冊成為 B 級電業工程人員時，仍須符合有關規例所訂明的電力工作實際經驗要求，並由機電工程署審核。

### 4. 考試結構

這是一項採用多項選擇題筆試形式的技術知識考試，考試時間為兩小時。考試題目以雙語（即中、英文）擬備，分甲、乙兩部分，合共 100 題，須全答。甲部佔 28 題，合格分數為 75%。乙部佔 72 題，合格分數則為 50%。考生必須在同一次考試中，在甲、乙兩部分均取得合格分數，才能在整項考試中取得合格。

### 5. 考試大綱及試題樣本

請參閱附錄 II有關考試大綱及試題樣本。

## 6. 報考資格

此項考試不設報考資格。

## 7. 考試及報名日期

請參閱考評局網頁 [www.hkeaa.edu.hk/em](http://www.hkeaa.edu.hk/em) 有關考試及報名日期。

## 8. 報名手續

申請人須於指定日期內，透過網上報名平台([online.hkeaa.edu.hk](http://online.hkeaa.edu.hk))辦理報名手續。有關網上報名程序，請參閱以下網上報名使用說明：

- (1) 在報名前，申請人須先以有效的電子郵箱開設有關帳戶；
- (2) 必須於報名時按指示上載申請人的香港身份證或護照的掃描圖像(註：英國國民(海外)護照不得在香港作為任何形式的身份證明)(只供審核資料用，申請手續辦妥後，考評局會將之銷毀)；
- (3) 考試費須按指示在報名時同時經網上繳交。繳費方式包括信用卡(萬事達卡或 VISA 卡)、轉數快、支付寶及微信支付。請確保所繳付的考試費用不會超過繳費之信用卡或相關支付帳戶的信用/交易限額；
- (4) 在成功申請及付款後，申請人可在指定日期內在考試報名主頁，登入帳戶下載准考證及考試成績通知單。(註：除非申請人在網上遞交報名申請時選擇了以郵寄方式收取准考證及考試成績通知單，否則考評局將不會郵寄有關文件給申請人，但所有合格申請人將收到郵寄的考試成績通知單。)

任何因電腦技術/網絡上失誤而未能於指定日期內成功報名者，考評局恕不負責。

## 9. 逾期報名

在特殊情況下，考評局可根據申請人所提出的理由，考慮批准個別申請人的逾期報名申請。如申請人的申請獲批准，除繳交應付的考試費外，另須繳交逾期報名附加費。所有考試費用一經繳付，概不退還，亦不可轉作其他用途。

## 10. 考試費

申請人須在填妥網上報名表及上載香港身份證或護照掃描圖像後，隨即於網上報名平台繳交考試費用。申請人切勿重複報名或將考試費郵寄至考評局。所有考試費用一經繳付，概不退還，亦不可轉作其他用途。

倘有考生因移民或健康問題退出考試，必須於考試前或考試日期後的 14

天內，以書面方式，連同准考證及證明文件〔如：由註冊醫生發出的病假證明書正本（註：病假證明書的發出日期須在考試當天或之前，而獲批准的病假則須包括考試當天，否則不被接納。）〕向考評局申請。如申請獲得批准，可獲退還一半已繳付的考試費，惟所繳交的任何附加費則不獲退還。逾期遞交申請，恕不受理。

未能於填妥網上報名表後和經網上報名平台繳付考試費用者，其報考申請將不會被確認。所有考試費用一經繳付，概不退還，亦不可轉作其他用途。

## 11. 准考證

考評局約於考試舉行前兩個星期，發出准考證予各考生，准考證會上載至其網上帳戶。屆時網上報名系統將發出電郵通知各考生，以便考生在指定時段內登入其網上帳戶下載准考證，逾期將不能下載。考生必須以空白紙張打印准考證（註：不接納使用重用紙張），及於考試當天帶同准考證前往試場。除非考生在網上遞交報名申請時選擇了以郵寄方式收取准考證，否則考評局將不會郵寄准考證給考生。

考生收到准考證後，應小心核對准考證上的個人資料，如發現錯誤，請立即以書面通知香港考試及評核局國際及專業考試部修正。如考生的中、英文姓名有誤，則須連同身份證明文件副本一併遞交（傳真：(852) 3628 8790；電郵：[ie@hkeaa.edu.hk](mailto:ie@hkeaa.edu.hk)；地址：香港九龍新蒲崗爵祿街 17 號 3 樓）。考生必須依時到達准考證上所指定的試場應試。

考生如在考試前一個星期仍未收到准考證、遺失准考證或未能下載准考證，應立即聯絡考評局（電話：(852) 3628 8787）辦理補發手續。

## 12. 考試規則及考生須知

考試規則、應考前及應考時所需注意的事項載於附錄 III。考生須確保於應考前已熟悉其內容，以免因違反考試規則而受處分。

遵守考試規則及符合考試要求是考生的個人責任。考評局不接納考生以受他人（包括監考員）誤導為理由，申請豁免因其違規行為所導致的懲罰。請留意考試規則及違反規則可能引致的懲罰。

## 13. 試題簿及答題紙

除另行訂明外，考生將不可取回其在考試時使用的試題簿及答題紙，所有試題簿將於考試結束後儘速銷毀。

## 14. 考試成績通知單

考評局約於考試後六個星期，發出考試成績通知單予各考生，考試成績通知單會上載至其網上帳戶。屆時網上報名系統將發出電郵通知各考生，以便考生在指定時段內，登入其網上帳戶下載考試成績通知單，逾期將不能下載。除非考生在網上遞交報名申請時選擇了以郵寄方式收取考試成績通知單，否則考評局將不會郵寄考試成績通知單給不合格的考生。

考生如未收到或未能下載考試成績通知單，應致電(852) 3628 8787 向考評局查詢。補發考試成績通知單申請必須於考試後三個月內提出，逾期申請恕不接受。

## 15. 覆核考試成績

考評局採用電腦光學閱讀機評核所有答卷。考生若對其考試成績有任何存疑，須於考試成績通知單發出日期起計 14 天內，親身到九龍新蒲崗爵祿街 17 號 3 樓香港考試及評核局國際及專業考試部遞交覆核考試成績申請及繳交附加費。考評局在覆核考生的考試成績後，將以書面通知考生覆核結果。若成績獲提升，已繳交之附加費將獲發還。

## 16. 投訴

任何有關考試事宜的投訴，考生均可以書面向考評局提出。有關信件，請寄往九龍新蒲崗爵祿街 17 號 3 樓香港考試及評核局國際及專業考試部考試行政經理收。

## 17. 考生個人資料

考生個人資料為讓考評局及考試機構提供考試及評核服務所使用。考生可自行決定是否提供所需的個人資料。但倘若未能提供全部所需的資料或提供了不準確或不完整的資料，考評局及考試機構可因而拒絕接受有關申請或拒絕提供全部或部分考試及評核的服務。已提交的個人資料，亦可能作以下用途：

- (1) 協助高等院校、政府或公營機構處理入學申請；
- (2) 應高等院校、政府或公營機構要求，提供資料協助處理獎學金申請；
- (3) 應高等院校、政府或公營機構要求，提供資料協助核實考生於津貼申請的資格，在此情況下，考評局將向有關機構披露所需的個人資料；
- (4) 根據《電力（註冊）規例》5(2)(c)(ii) 條，通知及證實考生成績；
- (5) 協助調查考試異常事件；
- (6) 處理任何有關考試的退款或付款；
- (7) 以不記名及在不披露考生身份的方式，進行教育研究及分析；
- (8) 在考生同意下，為所屬考試機構推廣服務及產品（包括考試服務、課程、活動、刊物及其他考試有關的物品或資源）。\*

考評局及考試機構可能會交換考生個人資料，亦可能將資料轉移至香港境內或境外的第三者作上述或其他直接有關的用途，包括政府或公營機構、監管機構、學校及教育機構、銀行(處理退款或付款)及提供各項行政或技術服務的機構／人員，透過他們提供的服務(包括但不限於資料輸入、報名過程、發放考試文件，身份認證及其他關於資料的收集、棄置或處理等)以協助考評局提供考試及評核服務。

根據個人資料(私隱)條例，任何人士若能向考評局證明其資料當事人之身份，在繳付有關費用後，可向考評局提出查閱其個人資料的申請。請注意由考評局所收集有關考生的個人資料／聯絡方法／其他資料，可能會轉交相關考試機構用作提供考試及評核服務及對上述各項作任何用途或其他直接有關的用途。一般情況下，在考試或考試季度及所有相關的考試服務完結後，考評局會將所有相關資料轉交擁有該等資料的完全處理權的考試機構處理。如有需要，考生屆時可直接向所屬考試機構申請查閱其個人資料或有關資料處理的政策。

\*如閣下已給予同意把你的個人資料作此用途但又欲將其撤回，請將有關要求以書面方式通知考評局。

## 18. 查詢

查詢其他有關資料，考生可聯絡下列機構：

機電工程署註冊及許可證辦事處：

九龍九龍灣啟成街3號地下  
電話：(852) 1823 (24小時熱線)  
傳真：(852) 2895 4929  
網址：[www.emsd.gov.hk](http://www.emsd.gov.hk)

或

香港考試及評核局國際及專業考試部：

九龍新蒲崗爵祿街17號3樓  
電話：(852) 3628 8787  
傳真：(852) 3628 8790  
網址：[www.hkeaa.edu.hk/em](http://www.hkeaa.edu.hk/em)  
電郵：[ie@hkeaa.edu.hk](mailto:ie@hkeaa.edu.hk)

\*本局的電話設有來電顯示功能，來電號碼將以 3973 開頭以資識別。為確保服務質素，本局與公眾人士的電話內容，可能會被錄音。



**B 級電業工程人員註冊資格**  
**電力(註冊)規例摘錄**

**B 級電力工程**

1. B 級電力工程是在低壓固定電力裝置之中最高電力需求量不超過 2500 安培(單相或三相)的部分進行的電力工程。
2. 署長如信納任何人具備以下資歷和經驗，該人便有資格註冊以從事 B 級電力工程 -
  - (a) (i) 已完成一份根據《學徒制度條例》(第 47 章)登記的電氣安裝工匠、電業工匠或電機工程技術員行業的學徒訓練合約；  
(ii) 持有由香港理工學院或香港理工大學頒發的電機工程學高級證書，或具有相等資格；及  
(iii) 具有最少 2 年的電力工作實際經驗；
  - (b) (i) 持有由工業學院頒發的電機工程學文憑，或具有相等資格；及  
(ii) 受僱為電業工程人員最少已 5 年，其中最少 2 年包括電力工作實際經驗；
  - (c) 已持有 A 級證明書最少 5 年，或已具有持有 A 級證明書的資格最少 5 年，並 -
    - (i) 持有由工業學院頒發的電機工程學證書或具有相等資格，且具有最少 3 年的電力工作實際經驗；或
    - (ii) 具有最少 5 年的電力工作實際經驗，且已在一項由署長認可或主辦的考試或行業測試中取得合格；或
  - (d) 具有相等於(a)、(b)或(c)段所規定的資格及經驗。

## **B 級電業工程人員註冊考試大綱**

### **1. 一般知識及電機工程理論**

- a) 熟悉電力(線路)規例工作守則、其他有關的本地法規及電力條例，例如有關電業承辦商及工程人員的責任及註冊規定等。
- b) 電路理論，例如歐姆定律、克希荷夫定律、戴維南定理、星角轉換計算等。交流電基本原理，例如交流波形的均方根及平均值、功率因數的提升，以及交流電路的有功及無功率。
- c) 直流及交流電路包括電阻、電感及電容等電路元件的電路計算；單相及三相電路計算；星形連接和角形連接系統中線電壓與相電壓之間的關係。

### **2. 電纜/架空電纜、線路外殼、保護器件/導體及電路安排**

- a) 各種電纜/架空電纜的應用、特性、尺寸定位及選擇，電壓降計算；多組電纜的校正因數；電纜彎管及支承；電纜接駁及端接；架空電纜下淨空。
- b) 保護電纜/匯流排免受電機及機械應力的影響；聚氯乙烯及金屬導管；線槽；彎管和支承。
- c) 過流及接地故障的保護、決定保護器件額定值的簡單故障計算；不同種類電力裝置的各種保護器件，例如繼電器及開關設備的操作原理、特性和應用；避免因直接及間接接觸而遭電擊的防護接地安排、等電位接駁及接地極；各種保護器件的協調和區別。
- d) 電路的種類和分隔；供電予不同種類插座的最終電路安排；特別種類的裝置，例如浴室設備、廚房設備、匯流排線槽、上升總線、臨時供電裝置等的電路安排；電錶的安排。

### 3. 變壓器及電機

- a) 各種電力變壓器的應用、原理和特性；電壓調整率、損耗及變壓器並聯操作的簡單計算；三相變壓器的終端標記標準、繞組接駁及矢量組。
- b) 各種電動機，例如同步電動機、感應電動機、直流電電動機等的應用、操作原理、特性及起動方法。

### 4. 照明設備

各種室內和室外照明設備的應用；各種電燈，例如白熾燈、熒光燈、鈉光燈等的特性及控制器；照明設備的安裝和接線；頻閃效應。

### 5. 檢查、測試和校驗

- a) 各種電力裝置，例如變壓器、發電機、電動機、電纜/架空電纜、電容器、開關設備、保護器件等的功能檢驗、各種測試方法及校驗測試。
- b) 完成的電力裝置、現有電力裝置的重大改裝工程及定期檢查所需進行的測試類別及符合的規例。

參考資料：電力(線路)規例工作守則、其他有關的規例、本地供電規則、電機工程手冊，以及有關電力裝置的國際標準及刊物。



4. 以下那項是不正確？

- A) 三相電動機有較好的功率因數及體積較同樣輸出的單相電動機小，而且效率較好。
- B) 三相電動機是可自行起動，而單相電動機是沒有起動扭力。
- C) 三相感應電動機的轉速較單相電動機容易改變。
- D) 三相電動機產品的扭力是穩定的，而單相電動機是脈沖式的。

5. 當電纜的載流能力降低時，須在降低點上加上過載保護，而電纜的載流能力降低原因如下：

- (i) 電纜的截面積減少。
- (ii) 電纜的種類改變。
- (iii) 環境溫度改變。
- (iv) 電纜安裝的方法不同，引致散熱能力改變。

A) (i)，(ii) & (iii)

B) (i)，(ii) & (iv)

C) (ii) & (iv)

D) 全部

6. 完成後的低壓電氣裝置，每相之間絕緣電阻不可以少於：

A) 50 兆歐

B) 10 兆歐

C) 1 兆歐

D) 0.5 兆歐

## 考試規則及考生須知

### A. 赴考前

- 1 考生可按需要在試場內佩戴外科口罩，監考員在登記/點名時，可要求考生暫時除下外科口罩作為核實考生身份之用。
- 2 考生必須在考試開考前最少15分鐘到達試場。如考生抵達試場的時間已逾上述列明的報到時間，在完成登記/點名的程序後，可能會導致延遲其進場的時間。然而，考生由於上述原因而導致考試時間有所損失，則不會獲得補償。考生如遲到超過25分鐘，將不會獲准進入試場應考。
- 3 考生須按准考證上指定的日期、時間和試場應試。所有關於轉換考試日期、時間和試場的要求，將不予考慮。

### B. 考試前

- 1 小心核對准考證上的資料，如發現錯誤，請立即以書面通知考評局修正。如考生的中、英文姓名有誤，則須連同身份證明文件副本一併遞交（傳真：(852) 3628 8790；電郵：[ie@hkeaa.edu.hk](mailto:ie@hkeaa.edu.hk)；地址：香港九龍新蒲崗爵祿街17號3樓）。切勿在准考證上書寫或繪圖。
- 2 如考試當日遇惡劣天氣，考生應留意以下安排：
  - 如考生對當日天氣情況有所疑慮（例如當天文台可能發出八號或以上的颱風警告或紅色/黑色暴雨警告），應於赴試場前留意電台、電視台或瀏覽考評局網頁([www.hkeaa.edu.hk](http://www.hkeaa.edu.hk))有關宣布。
  - 在一般情況下，考評局會在開考前約兩小時發出延期或取消考試的宣布。
  - 即使政府宣布學校因颱風警告或紅色/黑色暴雨警告而須停課，並不表示該日考試一定延期或取消。
  - 如天文台在考試進行期間發出颱風警告信號或暴雨警告信號，試場主任會讓考試繼續進行。開考後，除非試場主任認為試場情況危險，否則考試會繼續進行，並依照原定時間完卷。
  - 除非考評局正式宣布由考評局舉辦的考試/公開考試/國際及專業考試因惡劣天氣需要延期或取消，否則考生應依照原定安排應試，但考生亦應以安全為重，前往試場時如有困難，必須盡早於開考前與考評局聯絡（電話：(852) 3628 8787），考評局將按實際情況作個別考慮。
- 3 留意開考時間。試場主任不會補償答題時間予遲到的考生。

- 4 前往非指定試場應試的考生，可被扣分。
- 5 考生必須攜備以下物品前往試場：
- 准考證（考生須將准考證列印在空白紙張，該列印本不應有其他文字、圖畫或圖片）及香港身份證正本（如考生在網上報名表上以護照號碼登記，須攜帶護照正本〔註：英國國民（海外）護照不得在香港作為任何形式的身份證明〕），否則試場主任可拒絕考生進入試場。凡未能出示准考證或身份證明文件的考生，有可能不獲准參加考試。此外，如考生的身份未能於現場核實，考生須於考試完結後於試場內填寫相關表格及拍照，以作試後核對身份之用，否則考生可能會被**取消考試成績**。如監考員對考生出示的身份證明文件存有疑問，會即時為考生及其身份證明文件拍照，以供機電工程署作日後核實之用。在考試前及考試期間均不能在准考證上作任何書寫或繪圖，否則該准考證會被沒收，而考生亦可能被**扣分或被取消考試成績**。
  - 書寫文具（例如：HB鉛筆、擦膠及計算機等），試場不會提供文具。（注意：可擦式原子筆及隱形墨水筆不可在考試時使用）。
- 6 考生可使用電子計算機，但所使用的計算機必須以乾電池為能源、操作時不發出聲響、沒有輸入計算程式（由計算機供應商預設的計算程式除外）及沒有印刷或顯示圖表/語文字句設備功能的型號。考生不得使用以點陣顯示模式的計算機。**考生須參閱「准用計算機型號名單」：**  
<https://www.hkeaa.edu.hk/DocLibrary/IPE/cal/CAL2025.pdf>。考生如被發現使用准用計算機號名單以外的計算機，**可被扣分或被取消考試成績**。其他有顯示圖表/語文字句設備的電子工具（如具文字顯示功能的手錶、裝有流動應用程式或支援無線技術的智能手錶、智能眼鏡、電子辭典等），考生不得攜進試場。
- 7 考生應確保計算機的封蓋及封套內沒有藏有任何紙張或由計算機供應商所提供的計算程式卡紙。
- 8 考生的計算機如不能正常運作，試場主任及監考員不會給予任何幫助，有關答題紙亦不會獲特別處理。
- 9 監考員會檢查考生攜進試場的計算機，如有需要，可能會取去作進一步檢查。
- 10 考生應穿著端正服裝應試，試場主任會拒絕衣履不整的考生進入試場。
- 11 考生應帶備外套。個別試場會視乎實際天氣情況而決定是否開啟空調。考生就其考試表現受試場內室溫水平影響的投訴將不獲處理。

- 12 試場未必備有時鐘，考生可自備手錶應試(具文字功能的手錶、裝有流動應用程式或支援無線技術的智能手錶除外)，以計算考試時間。考生不可在考試期間使用手提電話作任何用途，包括計時。
- 13 考生須於開考前**15分鐘**到達試場。考試開始**25分鐘**後，遲到的考生會被拒絕進入試場應試。
- 14 不應將任何書籍或個人物品放置在試場外，以免招致損失，機電工程署、考評局、監考員及試場恕不負責任何物品之遺失或損毀，及考生與其陪同人士身體的損傷。
- 15 確保桌上/桌內/衣袋內或身上沒有任何筆記、書籍、紙張、記事簿、字典或任何電子器材(例如：平板電腦、電子手帳(PDA)、手提電話、藍牙耳機、傳呼機、多媒體播放機、數碼相機/錄音機、電子辭典、具文字顯示功能的手錶、裝有流動應用程式或支援無線技術的智能手錶、智能眼鏡、便攜式電腦、其他穿戴式附有通訊或資料貯存功能之科技用品等)。倘在考試進行時考生被發現有這些物品，可**被扣分或被取消考試成績**。
- 16 考評局已敦促試場為考生提供合適的環境應試，然而考生於考試期間難免仍會聽到一般試場的雜音(例如：外來的汽車聲、一般學校活動或課堂鈴聲等)。考生就其考試表現受有關雜音影響的投訴將不獲處理。

### C. 進入試場後

- 1 在一般情況下，考生可於開考前**15分鐘**進入試場。
- 2 在試場內考生須按照准考證上指定的座位編號就座。准考證及身份證明文件應放置於桌上。
- 3 在試場內考生不可吸煙、亂拋垃圾、飲食(包括咀嚼香口膠)、攝影、錄音、錄影或將有關相片/紀錄公開展示。
- 4 在試場內考生必須保持肅靜，不得談話、打手勢或干擾他人。
- 5 在試場內考生必須將個人物品放入一個細小而附有拉鍊或鈕扣的手提包內，並將手提包口扣好或拉上拉鍊。
- 6 在試場內考生應將手提包、筆盒/筆袋放在座椅下或試場主任指定的地方。
- 7 考生若沒有上述的手提包，試場主任會要求考生將個人物品放在試場前的指定位置(如適用)。
- 8 考生如攜帶了筆盒/筆袋(包括透明的筆袋)，應將筆盒/筆袋



- 內的文具取出放置在桌上，然後把筆盒/筆袋放在座椅下。
- 9 在試場內考生若被發現隨身攜帶違規物品進入試場，或將違規物品放在桌上/桌內或衣袋內，例如：書籍、字典、筆記、紙張、記事簿、平板電腦、電子手帳(PDA)、手提電話、藍牙耳機、傳呼機、多媒體播放機、數碼相機/錄音機、電子辭典、具文字顯示功能的手錶、裝有流動應用程式或支援無線技術的智能手錶、智能眼鏡、便攜式電腦、其他穿戴式附有通訊或資料貯存功能之科技用品等，可**被扣分或被取消考試成績**。
  - 10 在試場內考生如有攜帶傳呼機、手提電話或其他電子/通訊器材，應把它關掉(包括響鬧/震動功能)並放入上述的手提包內或座椅下。在考試進行期間，考生如被發現未有關掉電子/通訊器材(包括手提電話)或響鬧裝置如發出聲響/震動，可**被扣分或被取消考試成績**。該儀器或會被試場主任或監考員沒收，試場主任或監考員亦會要求考生出示該儀器的通話、短訊紀錄或其儲存資料/圖像，並記下相關資料，以便考評局進行調查。拒絕合作者，試場主任會撰寫報告，將情況告知考評局。如可能的話，考生須先將手提電話的電池取出(如適用)，以確保手提電話不會發出聲響。
  - 11 於考試進行期間，試場主任會用中文作宣布，在有需要時輔以英文。
  - 12 如個別考生的座位情況未如理想(例如燈光不足、有噪音滋擾或有滴水情況等)，考生應該立即向監考員求助。如有關情況屬實而試場另有其他座位，監考員可能會為該考生安排另一座位。倘若考生遇上以上情況，卻未有即時向監考員求助，而於考試後始提出相關投訴，個案將不獲處理。

#### **D. 考試進行中**

- 1 考試是採用多項選擇題形式，每題均有四個選擇，考生請選擇認為最適當的答案。
- 2 試題分甲、乙兩部分，共 100 題。所有試題均須作答。考試時間為兩小時。
- 3 考生會獲發試題簿一本、多項選擇題答題紙及墊底紙各一張。考生必須用 HB 鉛筆在多項選擇題答題紙上作答，否則**作廢**；填寫在試題簿上的答案將不獲評閱。
- 4 作答時，只須在答題紙的適當方格內填劃一條粗線。不要在一題中填劃多過一個答案，否則該題答案**將作廢**。作答錯誤不會被扣分。
- 5 考生請利用試題簿內空白位置書寫草稿，不得塗污墊底紙。考試完結時，必須將試題簿、答題紙及墊底紙一併交回監考員。

- 6 填劃每一個答案時，應小心核對答案是否與試題號數相符。考生於考試完結後申請更改答案將不被接納。
- 7 考生須在答題紙上適當位置寫上考生姓名、考生編號、座位編號及試場編號，以及簽署。不得將可以識別的個人資料（如考生姓名、身份證明文件號碼、考生編號、座位編號等）寫在試題簿的任何頁面上，否則可能會**被取消考試成績**。
- 8 在考試進行時，考生須將准考證及其本人的香港身份證/護照，放在桌上的右上角，以備監考員核對。考生不得在准考證上作任何書寫或繪圖，否則該准考證或會被沒收，而考生亦可能會**被取消考試成績**。任何冒認的考生將會交由警方處理，同時，被冒認的考生，亦會**被取消其考試成績**，及以後不獲批准參加所有由機電工程署舉辦，或委託其他機構代辦的考試。
- 9 未經指示前，不得翻閱試題簿或開始作答，否則可**被扣分**。
- 10 考生不得以任何形式抄錄試題（包括把試題抄錄在准考證/個人物品/身體部位上），否則有可能會**被取消考試成績**。
- 11 考生不得將試題簿撕下或將試題簿攜離試場，否則有可能會**被取消考試成績**。
- 12 考生不得把答題紙放在其他考生可以看見其答案的位置；以及不可偷瞥或抄襲其他考生的答案。
- 13 考生如須早退，只可以在開考 30 分鐘後至完卷前 30 分鐘內，並經監考員允許後方可離開試場。考生早退時，須先舉手通知監考員。違反早退規則，可**被扣分或被取消考試成績**。
- 14 考生如須前往洗手間，必須舉手通知監考員並由監考員陪同前往，考生不得攜帶任何流動電話、傳呼機或紙張。監考員會先登記考生編號及記錄考生離開考場前往洗手間的時間，考生不會獲得補回因前往洗手間而損失的時間。
- 15 如有需要，考生可舉手示意，監考員將盡快協助考生。惟每一試場內考生人數眾多，監考員或許未能即時回應個別考生的要求。
- 16 當試場主任宣布「考試現在結束」時，考生應遵守規定，立即停止作答。當試場主任宣布「考試現在結束」後，考生不可再在答題紙上作答，包括使用擦膠。考生仍在答題紙上作答或仍拿著文具，有可能會**被取消考試成績**。若考生當時才發覺漏填了考生姓名、考生編號、座位編號或試場編號，應待監考員到達其座位時，得其允許後，方可補填。任何未經許可的書寫或更改，可被視作違規而導致**扣分或被取消考試成績**。

- 17 考試進行期間，個別考生如發出噪音或進行其他滋擾性/厭惡性行為影響他人，試場主任或監考員可能會為其安排另一座位。有關考生必須遵從試場主任或監考員的指示。

#### **E. 考試完畢**

- 1 所有考試物料包括試題簿、答題紙及墊底紙會在考試完結後由監考員收集。考生不得將任何考試物資帶離試場。
- 2 考生即使沒有作答，亦必須交回已填妥考生編號及座位編號的答題紙。
- 3 考試完結後，考生須聽從主考員指示，分批離開試場，以免在試場的出入口造成擁擠。
- 4 所有試題簿將於考試結束後銷毀。

#### **F. 其他**

- 1 遵守考試規則及符合考試要求是考生的個人責任。
- 2 考評局不接納考生以受他人（包括監考員）誤導為理由，申請豁免因其違規行為所導致的懲罰。
- 3 任何當被發現有欺騙或不誠實的行為時，有可能會被取消考試成績，及以後不獲批准參加所有由機電工程署舉辦，或委託其他機構代辦的考試。
- 4 考生必須在甲、乙兩部分同時取得合格分數，才可在這次考試取得合格。
- 5 考試場地不會提供泊車位供考生使用。
- 6 未經許可，考生不得進入試場內的辦公室、課室或任何不對考生開放的區域。
- 7 基於保安理由，部分試場設有24小時閉路電視監控。相關閉路電視記錄屬場地擁有人所有，第三方在任何情況下均不能查閱有關記錄。
- 8 考生必須絕對遵守個別試場所定的試場規則，不得肆意損壞試場任何物件。在試場範圍內任何地方均不准吸煙。

# **EXAMINATION FOR REGISTRATION AS A GRADE B ELECTRICAL WORKER**

## **1. Preface**

With the enactment of the Electricity Ordinance (Cap. 406), all electrical workers engaged in electrical work on fixed electrical installation are required to be registered with the Electrical & Mechanical Services Department (EMSD) of the Government of the Hong Kong Special Administrative Region. This is to ensure that such work carried out only by qualified electrical workers as to improve electrical safety.

To be qualified for registration as a Grade B electrical worker, applicants without formal academic qualification are required to pass an examination approved by the Director of EMS. The EMSD, the Vocational Training Council (VTC), the Hong Kong Institution of Engineers (HKIE) and the Hong Kong Examinations and Assessment Authority (HKEAA) have jointly organised an ‘Examination for Registration as a Grade B Electrical Worker’ for those who have sufficient years of practical experience in electrical work but without the required academic qualifications and wish to apply for registration as Grade B electrical workers.

## **2. Objectives**

The examination serves to assess an electrical worker’s abilities and knowledge in the design, installation and maintenance works on low voltage fixed electrical installation of current capacity not exceeding 2500A.

## **3. Recognition**

Anyone who has passed the ‘Examination for Registration as a Grade B Electrical Worker’ would be regarded as having met the requirement for passing an examination approved by the Director of EMS as stipulated in Regulation 5(2)(c)(ii) of the Electricity (Registration) Regulations (See [Appendix I](#)).

Note : Candidates who have passed the examination still have to fulfill the requirement of practical experience in electrical work as laid down in the regulations and this will be assessed by EMSD when they make an application for registration as a Grade B electrical worker.

## **4. Structure of Examination**

The examination on technical knowledge will be in the form of multiple choice questions and the examination duration is 2 hours. The examination paper will be set in bilingual form (i.e. English and Chinese). A total of 100 questions will be set in 2 parts. Part A consists of 28 questions and Part B consists of 72 questions. The passing marks for Part A and Part B are 75% and 50% respectively. In order to pass the examination, candidates must pass both Parts A & B of the examination at a single sitting.

## **5. Syllabus and Sample Questions**

Please refer to [Appendix II](#) for the Syllabus and Sample Questions.

## **6. Entry Prerequisite**

There is no entry prerequisite.

## **7. Examination and Registration Dates**

Please refer to the application form or the HKEAA's website ([www.hkeaa.edu.hk/en/ipe/em/](http://www.hkeaa.edu.hk/en/ipe/em/)) for the examination and registration dates.

## **8. Application Procedures**

Applicants are required to submit the application at the on-line registration platform: [online.hkeaa.edu.hk](http://online.hkeaa.edu.hk) during the registration period. Regarding the on-line registration procedures, please refer to the following guidelines for reference:

- (1) Before registration, applicants are required to create their own accounts with a valid email address;
- (2) Applicants are required to provide an image file of their Hong Kong Identity Cards/Passports (Note: British National (Overseas) passport cannot be used as any form of proof of identity in Hong Kong) (for verification purposes only and will be destroyed after the application is completed);
- (3) Examination fees must be settled on-line by credit card (MasterCard or VISA), Faster Payment System (FPS), Alipay and WeChat Pay as instructed. Please make sure that the total amount of examination fees does not exceed the credit/transaction limit of your credit card or payment account;
- (4) After successful application and payment, applicants can login their accounts at the Registration Home Page to download the Admission Forms and Examination Result Notices during the specified periods. (Note: No hard copies will be dispatched to applicants by post unless they have opted to receive hard copies when submitting their on-line registration. However, hard copies of Examination Result Notifications will be dispatched to applicants who have passed the examination by post).

The HKEAA cannot accept any responsibilities for unsuccessful registration because of technical/network failure.

## **9. Late Enrolment**

Under special circumstances, the HKEAA may at its discretion accept late applications after the closing date for entry on payment of a supplementary fee in addition to the normal examination fee. Examination fees paid are not refundable or transferable in any circumstances.

## **10. Examination Fee**

Applicants are required to pay the examination fee through the on-line registration platform instantly after completion of an on-line application form and provision of image file of Hong Kong Identity Cards/Passports. Do not make duplicate registrations. Payment should not be sent by post to the HKEAA. Examination Fees paid are not refundable or transferable in any circumstances.

However, a candidate who withdraws from the examination will be refunded 50% of the examination fee provided that the application, together with the Admission Form and supporting documents (e.g. original sick leave certificate issued by a registered medical practitioner [Note: The issue date of the sick leave certificate must be on or before the examination date, and the granted sick leave must include the examination date, otherwise it will not be accepted.]), is made in writing on grounds acceptable to the HKEAA (e.g. medical,

emigration) before the examination date or within 14 days after the examination. Any supplementary fee paid is not refundable. Late applications or applications not complying with this requirement will not be considered.

Entry to the examination will be invalidated if payment of examination fee is not made on the on-line registration platform after the completion of on-line application form. Examination Fees paid are not refundable or transferable in any circumstances.

## **11. Admission Form**

Admission Forms will be issued to all candidates about two weeks before the examination day by the HKEAA. Candidates can download their Admission Forms from their accounts. Candidates will receive an email notification from the on-line registration system so that they can login their accounts to download their Admission Forms within a specified period. Admission Forms cannot be downloaded after the specified period. Candidates must print their Admission Forms on BLANK paper (Note: Reused paper will NOT be accepted) and bring them to the examination centres on the examination day. No hard copy will be dispatched to candidates by post unless they have opted to receive a hard copy when submitting their on-line registration.

Candidates should check their personal particulars carefully. If any discrepancies are found, please inform the International and Professional Examinations Division in writing for correction. If the discrepancies are related to candidate's Chinese or English name, a copy of the identification document must be submitted (Fax No.: (852) 3628 8790; Email: [ie@hkeaa.edu.hk](mailto:ie@hkeaa.edu.hk); Address: 3/F, 17 Tseuk Luk Street, San Po Kong, Kowloon, Hong Kong). All candidates must take their examinations on the date, time and centre specified on their Admission Forms.

Candidates who have not received their Admission Forms one week before the examination or in case of loss or are unable to download their Admission Forms should immediately contact the International and Professional Examinations Division (Tel. No.: (852) 3628 8787) for a replacement.

## **12. Examination Regulations and Instructions to Candidates**

The examination regulations and instructions to candidates for the examination have been stated in Appendix III. Candidates should ensure that they are conversant with these regulations and instructions prior to attending the examination to avoid being punished.

Candidates have the sole responsibility to ensure that the requirements and regulations of the examinations are complied with. The HKEAA will not accept any claims from candidates for being misinformed by others (including invigilation personnel) as an excuse for exemption from penalty for any breach of the regulations.

Please read carefully the examination regulations and the penalties for breaching such regulations.

## **13. Question Booklet and Answer Sheet**

All question booklets will be destroyed right after the examination. Candidates cannot request to get back the question booklets and answer sheets they used during the examination unless

otherwise specified.

## **14. Notification of Examination Result**

Examination Result Notices will normally be issued to all candidates six weeks after the examination by the HKEAA. Candidates can download their Examination Result Notices from their accounts. Candidates will receive an email notification from the on-line registration system so that they can login their accounts to download their Examination Result Notices within a specified period. Examination Result Notices cannot be downloaded after the specified period. No hard copy will be dispatched to candidates who have failed the examination by post unless they have opted to receive a hard copy when submitting their on-line registration.

Candidates should contact the International and Professional Examinations Division at (852) 3628 8787 if they do not receive or are unable to download their Examination Result Notices. Application for re-issue of Examination Result Notice must be submitted no later than three months after the examination. Late application will not be accepted.

## **15. Re-checking of Examination Result**

All answer sheets are marked by an Optical Mark Reader. If a candidate has doubt about his/her examination result and wishes his/her answer sheet remarked, he/she may, within 14 days of the issue of the Examination Result Notice, come in person to the International and Professional Examinations Division at 3/F, 17 Tseuk Luk Street, San Po Kong to submit an application for re-checking of examination result and pay a supplementary fee. The candidate will be informed of the result of re-checking in writing. The supplementary fee paid will be returned to the candidate only if there is an upgrading of examination result after re-checking.

## **16. Complaints**

Complaints in connection with the conduct of examinations may be lodged in writing to:

Manager - Examinations Administration  
International and Professional Examinations Division  
Hong Kong Examinations and Assessment Authority  
3/F, 17 Tseuk Luk Street  
San Po Kong  
Kowloon

## **17. Data Privacy**

Personal data of candidates are used by the HKEAA and the Examination Board for delivery of examination and assessment services. Whether you provide the requested personal data is voluntary. However, if you fail to provide all the data, or if any of the data are inaccurate or incomplete, the HKEAA and the Examination Board may not be able to accept your entry or provide all or part of the examination and assessment services. The personal data submitted may also be used for:

- (1) assisting tertiary institutions and other government/public organisations in their admission processes;
- (2) assisting tertiary institutions and other government/public organisations in respect of

- their requests for information in granting scholarships;
- (3) assisting tertiary institutions and other government/public organisations to confirm the candidates' eligibility for financial assistance or other forms of subsidisation, in which case, the necessary personal data of the candidates may have to be disclosed to the concerned organisations for verification;
  - (4) certifying and informing candidates' examination results in accordance with reg. 5 (2) (c) (ii) of the Electricity (Registration) Regulations;
  - (5) assisting in the investigation of examination irregularities;
  - (6) processing any refund or payment in relation to the examination;
  - (7) conducting educational research and analysis in an anonymous format in which the identities of candidates are not traceable; and
  - (8) marketing the services and products of the Examination Board (including examination services, courses, events, publications, and other examination materials or resources) subject to the consent of the candidates.\*

The HKEAA and the Examination Board may also transfer the personal data of candidates between them and to third parties for use for the above purposes or other directly related purposes, whether in or outside Hong Kong, including government/public organisations, regulatory bodies, schools and educational institutions, banks (for processing refund or payment), and service providers/personnel providing various administrative or technical services to facilitate the delivery of the examination and assessment services including but not limited to data punching, registration process, verification of identity, dispatch of examination documents, and the capture, disposal or other processing of data.

In compliance with the Personal Data (Privacy) Ordinance, access to all personal data will be made available, on payment of a fee, to anyone who can establish his/her right to be informed of such data as are retained by the HKEAA. Please also note that candidates' personal data/correspondence/other information received by the HKEAA may be transferred to the Examination Board concerned for delivery of examination and assessment services and for any of the abovementioned purposes or other directly related purposes. In general, upon completion of an examination or examination series and all the connecting examination services, the HKEAA will transfer all such data to the Examination Board who will then assume full control of such data. By then, candidates should approach the Examination Board direct for their personal data/information handling policies if necessary.

\*If you have given consent but wish to withdraw your consent for your personal data to be used for this purpose, please send a letter of request to the HKEAA.

## **18. Contacts**

For information, you may contact the following organisations:

Registration and Permit Office  
Electrical and Mechanical Services Department  
G/F, 3 Kai Shing Street, Kowloon Bay, Kowloon  
Telephone No. : (852) 1823 (24-hour hotline)  
Fax : (852) 2895 4929  
Website: [www.emsd.gov.hk](http://www.emsd.gov.hk)

Or

International and Professional Examinations Division  
Hong Kong Examinations and Assessment Authority



3/F, 17 Tseuk Luk Street, San Po Kong Kowloon  
Telephone No. : (852) 3628 8787  
Fax: (852) 3628 8790  
Website: [www.hkeaa.edu.hk/em](http://www.hkeaa.edu.hk/em)  
E-mail: [ie@hkeaa.edu.hk](mailto:ie@hkeaa.edu.hk)

\*Our outbound calls will have caller display with phone number starting with 3973 for identification. For service quality assurance, our telephone conversation with the public may be recorded.

**Qualifications for Grade B Electrical Workers**  
(Extracts from the Electricity (Registration) Regulations)

Grade B electrical work

1. Grade B electrical work is electrical work on that part of a low voltage fixed electrical installation that has a maximum demand not exceeding 2500A, single or three phase.
2. An individual is qualified to be registered for Grade B electrical work if he satisfies the Director --
  - (a) that he --
    - (i) has completed a registered contract of apprenticeship under the Apprenticeship Ordinance (Cap. 47) in the trade of electrical fitter, electrician or electrical engineering technician;
    - (ii) holds a Higher Certificate in Electrical Engineering issued by the Hong Kong Polytechnic or The Hong Kong Polytechnic University or has an equivalent qualification; and
    - (iii) has at least 2 years of practical experience in electrical work;
  - (b) that he --
    - (i) holds a Diploma in Electrical Engineering issued by a technical institute or has an equivalent qualification; and
    - (ii) has been employed as an electrical worker for at least 5 years, at least 2 years of which included practical experience in electrical work;
  - (c) that he has held, or was qualified to hold, a Grade A certificate for at least 5 years and he --
    - (i) holds a Certificate in Electrical Engineering issued by a technical institute or has an equivalent qualification and has at least 3 years of practical experience in electrical work; or
    - (ii) has at least 5 years of practical experience in electrical work and has passed an examination or trade test approved or set by the Director; or
  - (d) that his qualifications and experience are equivalent to those required under paragraph (a), (b) or (c).

**Examination Syllabus for**  
**Examination for Registration as a Grade B Electrical Worker**

1. General Knowledge and Electrical Engineering Theories

- a) Familiarisation of the Code of Practice for the Electricity (Wiring) Regulations and other relevant local legislative regulations and Electricity Ordinance such as obligations of electrical contractors and workers, registration requirements etc.
- b) Electrical circuit theories such as Ohm's Law, Kirchhoff's Laws, Thevenin's Theorem, star-delta transformation etc. Basic Principles of Alternating Current (a.c.) such as rms and average values of a.c. waveforms; power factor improvement; active and reactive power of a.c. circuits.
- c) Circuit calculations on d.c. and a.c. circuits comprising circuit elements such as resistance, inductance and capacitance; single-phase and three-phase circuits calculations; relationships between line and phase voltages in star-connected and delta-connected system.

2. Cables/Overhead Lines, Wiring Enclosures, Protective Devices/Conductors and Circuit Arrangement

- a) Application, characteristics, sizing and selection of different types of cables/overhead lines, voltage drop calculation; correction factors for groups of cables; cable bends and supports; cable jointing and termination; overhead lines clearance.
- b) Protection of cables/busbars against electromechanical and mechanical stresses; PVC and metallic conduits; trunkings; bends and supports.
- c) Overcurrent and earth fault protection, simple fault calculation for determining the rating of protective devices; operating principle, characteristics and application of different types of protection devices such as relays and switchgears on different types of electrical installation; protection against electric shock from direct and indirect contact; earthing arrangements, equipotential bondings and earthing electrodes; co-ordination and discrimination of protective devices.
- d) Categories and segregation of circuits; arrangement of final circuits feeding different types of socket outlets; circuit arrangements for specific types of installations such as bathroom, kitchens, busbar trunking, rising mains, temporary supply etc.; metering arrangement.

### 3. Transformers and Electrical Machines

- a) Application, principles and characteristics of different types of power transformers; simple calculation on voltage regulation, losses and parallel operation of transformers; terminal markings standard, winding connection and vector groups of three-phase transformer.
- b) Applications, principle of operation, characteristics and starting methods of different types of electrical machines such as synchronous machines, induction machines, d.c. machines etc.

### 4. Lighting

Application of different types of interior and exterior lighting equipment; characteristics and control gears of different types of lamps such as incandescent lamp, fluorescent lamp, sodium lamp etc.; installation and wiring of lighting equipment; stroboscopic effect.

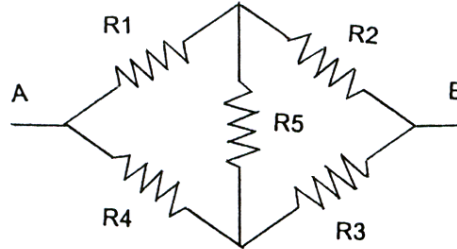
### 5. Inspection, Testing & Commissioning

- a) Functional checks, various testing methods and commissioning test on different types of electrical installations such as transformers, generators, motors, cables/overhead lines, capacitors, switchgears, protective device etc.
- b) Types of tests and regulations required for a completed installation, major alternation of an existing installation and the periodic inspection.

Reference : Code of Practice for the Electricity (Wiring) Regulations, other related regulations, local Supply Rules, Electrical Engineering Handbook, relevant international standards and publications in connection with electrical installations.

**Sample Questions of Examination for Registration as a Grade B Electrical Worker**

1. Which of the following methods must be used before calculating the equivalent resistance between point A and B?



- A) Series  
B) Parallel  
C) Series and parallel  
D) Star-delta transformation
2. If the earth fault current in the circuit is 315A and the disconnection time for the protection device is found to be 1.2 sec. Calculate the size of the protective conductor used in this circuit. Assume the k value of the protective conductor used is 115.
- A) 2.5 mm<sup>2</sup>  
B) 4 mm<sup>2</sup>  
C) 6 mm<sup>2</sup>  
D) 10 mm<sup>2</sup>
3. Which of the following test is not a type test for switchboard:
- A) Temperature rise  
B) Short-circuit strength  
C) Degree of protection  
D) Internal arcing fault
4. Which of the followings is not correctly described?
- A) Three-phase motor has better p.f. and is smaller in size for the same output as compared to single-phase motor, and has better efficiency.
- B) Three-phase motor is self-starting, while single-phase motor has no starting torque.
- C) the speed of 3-phase induction motor is easier to be varied when compared with single phase motor.
- D) the torque produced by a 3-phase motor is of constant nature while the torque developed by a single phase motor is pulsating.

5. Overload protection is required at the point of reduction of current capacity. The reduced current carrying capacity is due to:

- (i) reduction in cross sectional area of cable
- (ii) different type of cable.
- (iii) change in ambient temperature.
- (iv) cable installed in a different manner and caused a change in heat dissipation.

A) (i), (ii) & (iii)  
C) (ii) & (iv)

B) (i), (ii) & (iv)  
D) all

6. When the low voltage electrical installation is completed, the insulation resistance to each other phase should not be less than

A)  $50\text{M } \Omega$   
C)  $1\text{M } \Omega$

B)  $10\text{M } \Omega$   
D)  $0.5\text{M } \Omega$

### Examination Regulations and Instructions to Candidates

#### A. Before leaving for the centre

- 1 You could wear surgical masks at the examination centre as needed. Invigilation personnel may ask you to remove your surgical masks temporarily during the taking of attendance to verify your identities.
- 2 You should arrive at the examination centre at least 15 minutes before the start of the examination. For candidates arriving at the examination centre after the above reporting time, completion of the relevant steps in the registration/attendance taking concerned may lead to the delay in admission to the examination centre. However, the time lost in the examination under the above-mentioned circumstances will not be compensated. **NO** candidates are admitted 25 minutes after the start of the examination.
- 3 You should take the examination at the time and place on the scheduled date specified in your Admission Form. Requests for a change of time, date or examination centre will **NOT** be entertained.

#### B. Before the examination

- 1 Check carefully the personal particulars printed on the Admission Form. If any discrepancies are found, please inform HKEAA in writing immediately for correction. If the discrepancies are related to candidate's Chinese or English name, a copy of the identification document must be submitted. (Fax No.: (852) 3628 8790; Email: [ie@hkeaa.edu.hk](mailto:ie@hkeaa.edu.hk); Address: 3/F, 17 Tseuk Luk Street, San Po Kong, Kowloon, Hong Kong.) **DO NOT** mark any writing or drawing on the Admission Form.
- 2 Under adverse weather conditions, you should pay attention to the following:
  - If weather conditions are at all doubtful (such as the possible hoisting of a Tropical Cyclone Warning Signal No. 8 or above or the issue of the 'Red'/'Black' Rainstorm Warning Signal), you should pay attention to the radio/television broadcast, or view the HKEAA's website (<http://www.hkeaa.edu.hk/>) for examination schedules right up to the time you leave for the examination centre.
  - Under normal circumstances, the HKEAA announcement of the postponement/cancellation of an examination will be made approximately two hours before the commencement of the examination.
  - The announcement of closure of schools due to a typhoon or the issue of the 'Red'/'Black' Rainstorm Warning Signal does not necessarily imply the postponement/cancellation of an examination scheduled to be held for that day.
  - If the examination is in progress while a Tropical Cyclone Warning Signal or Rainstorm Warning Signal is issued, the Centre Supervisor would allow the examination to continue. Once the examination has started, it will continue for the full time allotted time unless physical conditions in the examination centre are considered to be dangerous by the Centre Supervisor.
  - Unless an announcement has been made by the HKEAA that the examination/public examinations/international and professional examination held by the HKEAA are postponed/cancelled due to bad weather conditions, you must assume that the examination will be conducted as originally scheduled. However, you should consider your personal safety first and if you

have genuine difficulties in reaching the examination centre, you should contact the HKEAA (Tel: (852) 3628 8787) before the examination begins. Special consideration will be given to individual cases depending on the circumstances.

- 3 **Check carefully the starting time of the examination. Late candidates will not be given extra time to compensate for the time loss.**
- 4 **Any candidate taking an examination in a wrong centre may receive mark penalties.**
- 5 You should bring to the examination centre:
  - your Admission Form (you should print your Admission Form on BLANK paper, which does not have any other words, drawings or pictures) and the original copy of your Hong Kong Identity Card (or the original copy of your Passport if the Passport Number is reported on the on-line application form (Note: British National (Overseas) passport cannot be used as any form of proof of identity in Hong Kong)). Otherwise, the Centre Supervisor may refuse to admit you. Moreover, candidates whose identity cannot be verified on the spot will be required to complete a report form and have their photos taken after the examination at the examination centre for future verification purposes. Failure to comply with this regulation, **your scores in the examination may be forfeited**. In case any invigilator has any doubt on the identification of a candidate, the invigilator may take photo(s) of the candidate and his/her identification document at the examination centre for future verification by the EMSD. You must not mark your Admission Form with any writing or drawing during the examination, otherwise the Admission Form may be confiscated and you will **receive mark penalties** or even **your scores in the examination may be forfeited**
  - your own stationery (e.g. HB pencil, eraser and calculator). Stationery will not be supplied at centres. (Note: Erasable pens and word-hidden pens are not allowed in the examination).
- 6 Electronic calculators, may be used in the examination provided that the calculators are battery-powered, silent in operation, no pre-programmed formula (except formula programmed by manufacturer), and with neither print-out nor graphic/word-display facilities and do not use dot-matrix technology in the main display. **You are advised to refer to the List of Permitted Calculators at <https://www.hkeaa.edu.hk/DocLibrary/IPE/cal/CAL2025.pdf>**. If any candidate is found using a calculator which is not on the List of Permitted Calculators, you will not be allowed to use the calculator and you may **receive mark penalties** or even **your scores in the examination may be forfeited**. Other electronic devices with graphic/word-display facilities (such as databank watches, smart watches with mobile application installed or wireless technologies supported, electronic dictionaries, etc.) are not permitted in examination centre.
- 7 Make sure that the jacket of your calculator does not contain any paper or the card with standard formula list provided by the manufacturer.
- 8 No help can be expected from the Centre Supervisor or invigilator should your calculator fail to function properly for any reason and no allowance will be given for any mistakes arising from calculator malfunctioning.
- 9 Calculators brought into the examination centre are subject to inspection and, in case of doubt, may be taken away for further inspection.
- 10 You must present yourself for the examination decently dressed. The Centre Supervisor will refuse to admit any candidate who is not properly dressed.



- 11 You are also advised to bring an overcoat to the examination centre. Subject to the actual weather conditions, the individual examination centres may decide whether or not to turn on the air-conditioners. Claims of performance being affected by unsuitable room temperature will not be entertained.
- 12 You may bring your own watch, except databank watches and smart watches with mobile applications installed or wireless technologies supported, to time the examination as the examination centre may not have a clock. Use of mobile phones is not allowed during the examination for any purposes, including timekeeping.
- 13 You should arrive at the examination centre at least **15** minutes before the commencement of the examination. No candidate is allowed to attend the examination **25** minutes after the commencement of the examination.
- 14 You are advised not to leave study materials and personal property outside the examination centre because of the risk of having such items stolen. The EMSD, the HKEAA, invigilation personnel and the examination centre assume no responsibility for the loss of or damage to candidates' personal belongings or injury incurred to the candidates or their accompanying persons.
- 15 Make sure that articles such as notes, books, paper, notebooks, dictionaries and all kinds of electronic devices (e.g. tablets, personal digital assistants (PDAs), mobile phones, bluetooth headsets, pagers, smart glasses, multimedia players, digital cameras/recorders, electronic dictionaries, databank watches, smart watches with mobile application installed or wireless technologies supported, portable computers, other wearable technologies with communication or data storage functions, etc.) are taken out from your pockets. If these articles are found in your pocket/on your body during the examination, you may receive **mark penalties** or even **your scores in the examination may be forfeited**.
- 16 The HKEAA enlists the examination centres' assistance in providing a suitable examination environment for candidates. However, candidates will not be completely shielded from background noise (e.g. from outside vehicles, normal school activities, school bell, etc.) during an examination. Claims of performance being affected by background noise will not be entertained.

C. After Entering the Examination Centre

- 1 Under normal circumstances, candidates may be admitted into the examination centre 15 minutes before the examination is due to start.
- 2 You should occupy the seat assigned to you in accordance with the seat number stated on your Admission Form. You must put your Admission Form and identification document on the desk.
- 3 You are not allowed to smoke or litter anywhere in the premises of the examination centre; eat (including chewing gum) or drink in the examination centre; or take photographs, audio-record or video-record inside the examination centre or display the photos and recordings electronically.
- 4 You must maintain absolute silence and should not speak or give signals to other candidates nor disturb them.
- 5 You must put your personal belongings in a small bag that can be properly closed with a zip/buckle etc.
- 6 Bags must be placed under your chair or in an area assigned by the Centre Supervisor/invigilator.
- 7 If you have not brought a bag that can be securely closed, the Centre Supervisor

will ask you to take your personal belongings to the front of the centre (if applicable).

- 8 If you bring a pencil case/box (including a transparent pencil box), you must place the contents on your desk and put the pencil case/box under your chair.
- 9 If unauthorised items such as books, dictionaries, notes, papers, notebooks, tablets, PDAs, mobile phones, bluetooth headsets, pagers, smart glasses, multimedia players, digital cameras/recorders, electronic dictionaries, databank watches, smart watches with mobile application installed or wireless technologies supported, portable computers, other wearable technologies with communication or data storage functions, etc. are found on/in your desk, on your body or in your pockets, you may **receive mark penalties** or even **your scores in the examination may be forfeited**.
- 10 If you have a pager, a mobile phone or other electronic/communication devices, you should turn it off (including the alarm/vibration function) and put it inside your bag or under your chair. If you are found to have any electronic/communication device (including a mobile phone) switched on, or your mobile phone or the alarm rings/vibrates during an examination, mobile phone/article emits any sound during the examination, you may **receive mark penalties** or even **your scores in the examination may be forfeited**. The device may be confiscated by the Centre Supervisor or invigilator who will ask you to show the communication or viewing logs or any stored information/images and note down the relevant information for further investigation by the HKEAA. If you refuse to cooperate, the Centre Supervisor will record this in the report to the HKEAA. Candidates are advised to take out the battery (if possible) from their mobile phones before the start of the examination to ensure that no sound is emitted.
- 11 The announcements made by the Centre Supervisors will be made in Chinese (and supplemented with English, if necessary) during the examination.
- 12 If you find any undesirable conditions at your seat (e.g. insufficient lighting, noise disturbance, dripping water, etc.), you should seek help from an invigilator at once. If the need is genuine and a spare seat is available at the examination centre, the invigilator may arrange another seat for you. If you do not seek help from an invigilator at the time the undesirable conditions arise but asks for special consideration after the examination, the request will not be entertained.

D. During the Examination

- 1 The examination is in the form of multiple choice questions in 4-option format. Please select the most suitable answer.
- 2 All questions must be attempted. A total of the 100 questions are set in two parts. The time allowed is two hours.
- 3 You will receive a question booklet, an MC answer sheet and a backing sheet. Use an HB pencil to mark the answers on the MC answer sheet or you will receive **mark penalties**. Answers put in the question booklet will not be marked.
- 4 On the MC answer sheet, mark the answer by filling the corresponding box with a thick line. You will **score no marks** for marking two or more answers to the same question. No marks will be deducted for wrong answers.
- 5 Rough work should be done in the question booklet. Do not put your answer sheet inside your question booklet. Question booklet, answer sheet and backing sheet will be collected separately by the invigilator.

- 6 As you fill in an answer, check to see that you are answering the right question. Subsequent requests for special consideration regarding this kind of wrongly completed answer sheets will not be entertained after the examination has ended.
- 7 You should write your name, candidate number, seat number and centre number and sign on the appropriate spaces on your answer sheet only. You should not write any identification data (such as name, identification document number, candidate number, seat number, etc.) on anywhere of the question booklet. Any candidate found doing so, the **scores in the examination may be forfeited**.
- 8 Your Admission Form and Hong Kong Identity Card/Passport should be placed at the top right hand corner of the desk for inspection by the invigilators throughout the examination. You must not mark the Admission Form with any writing or drawing, otherwise the Admission Form may be confiscated and the **scores in the examination may be forfeited**. Impostor, if found, will be handed to the Hong Kong Police. The candidate's **scores in the examination will be forfeited and the candidate will no longer be allowed to sit any of the examinations organised by the EMSD or agencies commissioned by EMSD**.
- 9 You must not turn over the pages of the question booklet and must not start working until you are instructed to do so. Otherwise, you may **receive mark penalties**.
- 10 You must not copy anything from the question booklet onto your Admission Form/personal belongings/body. Any candidate found doing so, the **scores in the examination may be forfeited**.
- 11 You are not allowed to remove or tear off any sheets from the question booklet or **your scores in the examination may be forfeited**.
- 12 You must not leave your answer sheet in such a position that other candidates can see your answers; and must not see or copy the answers from other candidates.
- 13 You may leave the examination centre 30 minutes after the start and 30 minutes before the end of the examination. Any candidate wishing to leave early should raise a hand to summon an invigilator. **Disobeying the above may receive mark penalties or even the scores in the examination may be forfeited**.
- 14 If you need to go to the toilet, you should raise your hand to summon invigilators. The invigilator will accompany you and you must not carry any kind of electronic devices, question paper, answer sheet, supplementary answer sheet, paper or other examination materials to the toilet. The invigilator will record your Seat No., Candidate No. and the time taken to go to the toilet. No additional time for completion of a paper will be granted in any event.
- 15 If you need any assistance, you should raise your hand to alert the invigilators and they will come to you as soon as possible. Please note that the invigilators may not be able to attend to your request immediately.
- 16 When the announcement: 'Time is up' is made, make sure you follow it promptly. You are not allowed to work on your answer sheet including using an eraser after the 'Time is up' announcement. If you are still working on your answer sheet or holding your stationery after the 'Time is up' announcement, **your scores in the examination may be forfeited**. If by that time you discover that you have not filled in your name, candidate number, seat number or centre number, wait until an invigilator is near your seat and ask for the permission to fill in the relevant information. If you make any changes on your answer sheet without permission, the Centre Supervisor may assume you are trying to change an answer, and you may **receive mark penalties or even your scores in the examination may be forfeited**.

- 17 Candidates who disturb other candidates by making noise or performing other acts during an examination may be relocated to another seat by the Centre Supervisor or an invigilator. Candidates are required to follow the instructions from the Centre Supervisor or invigilators.

E. After the examination

- 1 Examination materials including question booklets, answer sheets and backing sheets will be collected by invigilators at the end of the examination. Candidates cannot take away any examination materials from the examination centre.
- 2 You must hand in your answer sheet with your candidate number and seat number filled in, even if no work has been attempted.
- 3 At the end of the examination, candidates should follow the instructions of the Centre Supervisor in leaving the examination centre in batches, so as not to crowd the exits.
- 4 All question booklets will be destroyed right after the examination.

F. Others

- 1 Candidates have the sole responsibility to ensure that the requirements and regulations of the examinations are complied with.
- 2 The HKEAA will not accept any claims from candidates for being misinformed by others (including invigilation personnel) as an excuse for exemption from penalty for any breach of the regulations.
- 3 Anyone found cheating or acting dishonestly during the examination, the **scores in the examination may be forfeited and the candidate will no longer be allowed to sit any of the examinations organised by the EMSD or agencies commissioned by EMSD.**
- 4 An overall pass grade will only be awarded if a candidate has obtained a pass mark in both Parts A and B.
- 5 Parking facilities will not be provided for candidates at the examination venue.
- 6 Candidates should not, without permission, enter the offices, classrooms or any area in the examination venue not open to candidates.
- 7 Some examination centres may be under 24-hours CCTV surveillance for security purposes. The CCTV footage at the examination centre is owned by the venue owner. No third parties are allowed to access to the CCTV footage under any circumstance.
- 8 Candidates must strictly abide by the rules of venue set by individual exam centres and must not maliciously damage the exam centre property. Smoking is prohibited within the exam centre area.