

Enhancement and Standardisation for Service Providers Management & Examination Update (For Examiners/Moderators)



Prepared by Kevin LUNG

Date: 30 May 2025

Today's Agenda

Part I

- Background
- Purpose and Objectives
- What's in it for you
- Who will be impacted
- Key documents related to you
- Support required from you

Part II

- Examination Update

Part I: Enhancement & Standardisation for Service Providers Management

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Background

Recognition under HKQF

Route 1

Accredited Learning Programme by HKCAAVQ

Learning Programme Accreditation (LPA) / Re-LPA

Route 2

Qualification granted by Appointed Assessment Agency (AA)

Accreditation of **Assessment Agency (AA)**

Recognition of Professional Qualifications pitched at QF levels 1-7

Current AAPQ:

- Marine Department of HKSAR
- Hong Kong Institute of Certified Public Accountants (HKICPA)

Background

Preparing for Accreditation of Assessment Agencies for Professional Qualifications (AAPQ)

“AAPQ is a **quality assurance process**. Through successful accreditation and appointment as an assessment agency, selected professional qualifications of local awarding bodies would be recognised under the HKQF and registered in the Qualifications Register (QR).”

Accreditation of Assessment Agencies for
Professional Qualifications (**Designation**)
2020

QF recognised **Professional Qualifications** (e.g. AAMLPS, CAMLP, ARWP & etc.)



Learning **Programme** Accreditation (LPA)
Since 2013

QF recognised **Qualifications** (e.g. Diploma or Certificate)

AAPQ: 29 Designations

QF Level	Category	QF-recognised Designation under AAPQ
Level 4	ECF	(AAMLPL) Associate Anti-Money Laundering Professional
		(ARWP) Associate Retail Wealth Professional
		(ACSP) Associate Cybersecurity Professional
		(AORP) Associate Operational Risk Management Professional
		(ACOP) Associate Compliance Professional
		(AGFP(PS)) Associate Green Finance Professional (Product & Servicing)
		(AGFP(ClimRM)) Associate Green Finance Professional (Climate Risk Management)
		(AGFP(SDR)) Associate Green Finance Professional (Sustainability Disclosures and Reporting)
		(AGFP(SSCC)) Associate Green Finance Professional (Sustainability Strategy, Compliance and Control)

AAPQ: 29 Designations

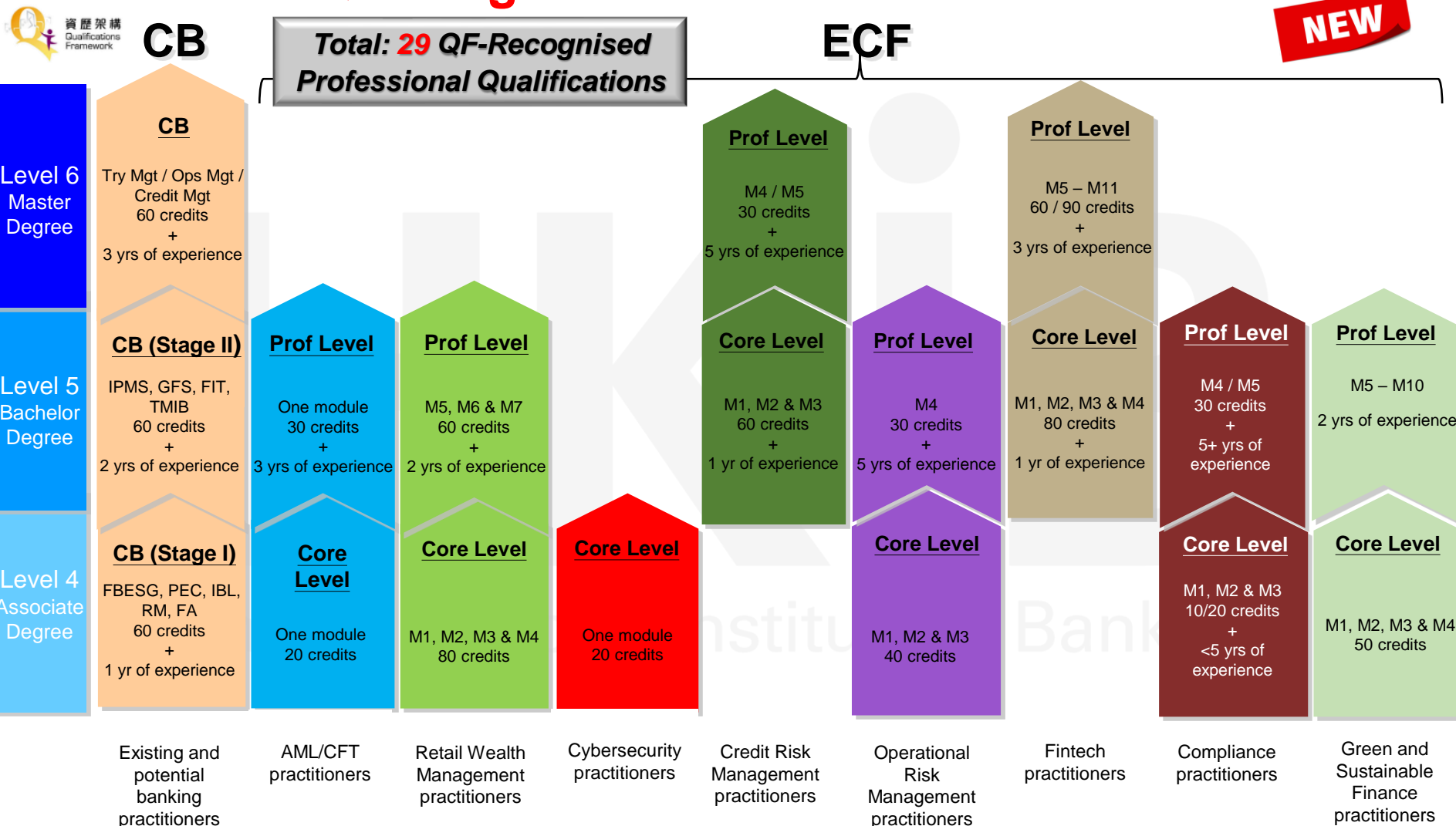
QF Level	Category	QF-recognised Designation under AAPQ
Level 5	ECF	(CAML P) Certified Anti-Money Laundering Professional
		(CR WP) Certified Retail Wealth Professional
		(AC RP) Associate Credit Risk Management Professional
		(CO RP) Certified Operational Risk Management Professional
		(CP FinT(A)) Associate Fintech Professional
		(CCOP (GC)) Certified Compliance Professional - General Compliance Stream
		(CCOP (IIC)) Certified Compliance Professional - Investment and Insurance Compliance Stream
		(CGFP (GSF-P)) Certified Green Finance Professional (Green and Sustainable Finance Product)
		(CGFP (GSF-I)) Certified Green Finance Professional (Green and Sustainable Finance Investment)
		(CGFP (SRM)) Certified Green Finance Professional (Sustainability Risk Management)
		(CGFP (SDR)) Certified Green Finance Professional (Sustainability Disclosures and Reporting)
		(CGFP (SSCC)) Certified Green Finance Professional (Sustainability Strategy, Compliance and Control)

AAPQ: 29 Designations

QF Level	Category	QF-recognised Designation under AAPQ
Level 6	CB	CB Certified Banker
	ECF	CCRP(CL) Certified Credit Risk Management Professional (Commercial Lending)
		CCRP(CPM) Certified Credit Risk Management Professional (Credit Portfolio Management)
		CPFinT(M) Certified Fintech Professional (Management)
		CPFinT(S-AIBD) Certified Fintech Professional (Specialist - Artificial Intelligence and Big Data Stream)
		CPFinT(S-DLT) Certified Fintech Professional (Specialist - Distributed Ledger Technology Stream)
		CPFinT(S-OBAPI) Certified Fintech Professional (Specialist - Open Banking and Application Programming Interface Stream)
		CPFinT(S-RT) Certified Fintech Professional (Specialist - Regulatory Technology Stream)

HKIB PQP Programme Overview

NEW



Background

AAPQ Accreditation Standards



PAD with HIGH involvement

Component 1	Standard 1	Development and Management of Qualifications	
Component 2	Standard 2	Professional Standing, Governance and Organisational Structure	
	Standard 3	Development and Management of Assessment	
	Standard 4	Human Resources	
	Standard 5	Communication with Stakeholders	
	Standard 6	Financial Resources and Financial Arrangements	
	Standard 7	Information Management Systems for Records	

Purpose & Objectives

Purpose:

To build and maintain a strong pool of professionals who are associated to the professional qualifications development by implementing the streamlined and standardised processes with protection to the interest of both parties

Objectives:

- To develop or standardise a list of official documents, such as Job Application Form, Professional Service Agreement; Confirmation, Handbook, & etc.;
- To strengthen the internal quality assurance process;
- To communicate with all the active professionals about the changes and get the required documents completed and signed;
- To review the profile of the professional and terms of agreement regularly (i.e. every two years);
- To build stronger network, relationship and engagement with the professionals.

Who will be impacted?

Professional Service Providers for the Professional Qualifications

HKIB's Close Working Partners

- Writers
- Reviewers
- Trainers
- Examiners
- Moderators



What's in it for you?

Benefits to you

- **Protecting your interests**
 - Gain better support through proper orientation and guidelines
 - Avoid breaching any ordinance or regulations
- **Maintaining and uplifting the professionalism**
 - Support you to achieve CPD requirements
 - Enrich your knowledge related to HK Qualifications Framework
 - Update personal profile and bio to gain more possible business opportunities
 - Gain the complimentary seats of seminars / training / conference from HKIB as learning or development opportunities
- **Building professional network**
 - Work with different professionals or practitioners for knowledge and skills sharing

Key documents related to you

Professional Service Agreement

**Job Application Form for
Trainer/Examiner/Writer/Reviewer/Moderator**

Disclosure Form for Potential Conflicts of Interest

Handbook (with Guidelines) + Welcome Kit

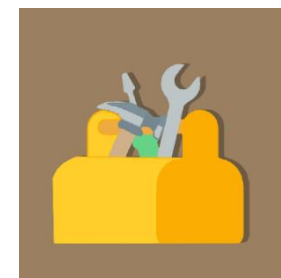
Confirmation Letter

Template for Bio / Profile Update

**Class Observation Form / Programme Evaluation Form /
Examination Evaluation Form**

New Examiner / Moderator Welcome Kit

- ✓ Respective Programme Handbook, Brochure and Flyer
- ✓ HKQF Factsheet
- ✓ Generic Level Description of QF (L1 – L7)
- ✓ Supervisory Policy Manual CG-6 “Competence and Ethical Behavior” by the Hong Kong Monetary Authority
- ✓ HKIB Examiners Moderators Briefing Deck – PowerPoints
- ✓ Examination Question Development Handbook for Examiners and Moderators
- ✓ Professional Assessment Development Procedure
- ✓ Relevant Programme Materials (including Study Guide, PowerPoints and Module Outline, etc.)
- ✓ UoC & Mapping Table Summary, if applicable
- ✓ Examination Evaluation Form



Support required from you

What are expected to receive and actions to do under new collaboration?

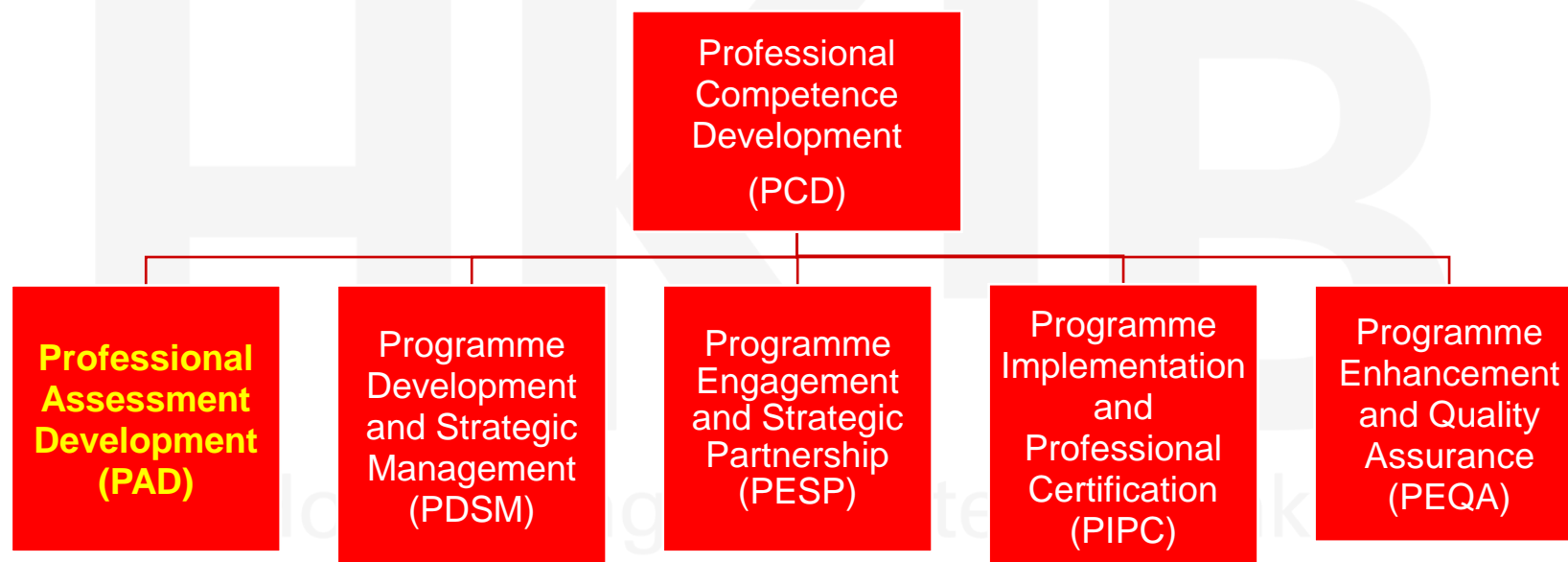
1. To sign and return the [Job Application Form](#)
2. To review and sign the [Professional Service Agreement](#)
(with Service Period: 1 April 2024 – 31 March 2026)
3. To read the [Examination Question Development Handbook for Examiners and Moderators](#) and ensure you are able to comply with the guidelines in the Handbook
4. To read the “[Welcome Kit](#)” from HKIB
5. To provide update [Personal Profile](#) to HKIB and update the personal profile (including the CPD achievement) at least in **every 2 years**
6. To declare any [potential conflict of interest](#)

Part II: Examination Update

- Team Introduction
- Term of Reference (ToR) of Examination Moderating Sub-Committee
- Type of Tasks
- Highlights in 2025

The Hong Kong Institute of Bankers

Organisation Structure of Professional Competence Development (PCD)



PAD Team Roles & Responsibilities

Major Roles & Responsibilities

- Design suitable assessment methodology, criteria and standard for each professional qualification
- Comply the assessment development process to ensure it is in accordance with the prescribed HKIB QA policy and procedure
- Design, develop and maintain the policy and procedure of assessment development mechanism, assessment operations and certification process with robust quality assurance measure
- Engage with examiners and moderators
- Facilitate and execute all coordination and operations among various assessment related process delivery

PAD Key Contacts

Department Head:

Kevin LUNG

General Manager, Professional Competence Development

Tel: 2153 7881/ 9205 2640

Email: kevin.lung@hkib.org

Key Team Member(s):

Darwin PANG

Manager, Professional Assessment Development

Tel: 2153 7895

Email: darwin.pang@hkib.org

Mathew TSANG

Assistant Manager, Professional Assessment Development

Tel: 2153 7811

Email: mathew.tsang@hkib.org

Term of Reference (ToR) of Examination Moderating Sub-Committee (EMC)

1. Endorse, where applicable, rectify the examination result for the professional qualification assessment report to the Professional Standard and Examination Board (PSEB)
2. Review the quality and validity of the assessment questions/ papers for the Institute's professional qualifications against the defined standards
3. Oversee the moderation of the marked result of the scripts submitted by candidates, where applicable
4. Comment on the assessment policies and standards
5. Advise/ comment on the module syllabus and exemption matters, e.g. exemption eligibility, for local and overseas qualifications
6. Manage appeal cases and provide recommended actions

Chairperson: Eugene IU, *CHKIB*

Deputy Chairpersons: Dr. Alex CHAN, Richard YAU, Rita MAN, Luke MA

Major Type of Tasks

1. Reviewing current Question Pools

- On MCQ only (QF Level 4 to 5)
- Annual Review / Holistic (3-year) Review
- New Policies on Question Pool Requirement upon AAPQ

Estimated Frequency of Assessment per year			
	1- 3 times	4 times	Over 5 times
Size of Question Pool	At least 3 times	At least 4 times	At least 5 times

2. Developing / Moderating of new Essay Type Questions / Case Study Examination / MCQs

- New development / moderation of questions according to prescribed procedures and QF Level

3. Reviewing Examination Paper (MCQ only) generated from Question Pools

- Review the content of the exam paper – relevancy and timeliness
- Prepare the Examiner Report by giving suggestion and comment, i.e. candidates' performance
- Develop / Moderate 10 new MCQs in good quality

Highlights in 2025

1. PQAA Re-accreditation Exercise
2. Programme Development for ECF – GSF (Green & Sustainable Finance) Professional Level
3. Learning Management System (LMS) Development and Implementation
4. Digital Credential System (DCS) Initiative
5. e-Learning Initiative and Software Development

Q & A

The Hong Kong Institute of Bankers

Thank You

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