



CIC Green Product Certification
Application for Certified Carbon Auditor - Reference Letter

Part 1 – Applicant’s Personal Information

Salutation (Mr/Ms/Mrs/Dr/Ir/Prof):	
Last Name:	
First Name:	
Organisation:	
Position:	
Email:	

Part 2 – Applicant’s Work Experience

The applicant should have at least **three** years of experience in **carbon footprint auditing**. Please provide the relevant work experience in the following table. **(Max: 100 words)**

Date (mm/yyyy to mm/yyyy)	Description of relevant work experience

Part 3 – Employer’s Verification (To be filled by Employer)

I hereby certify that the applicant has at least three years of experience in carbon footprint auditing and the work experience presented in this letter are true and correct to the best of my knowledge.

I am personally familiar with the professional work of the applicant. Yes No

I confirm that the applicant’s duties are consistent with what he/she described. Yes No

Signed by

Name:

Organisation:

Position:

Email:

**Authorised Signature with
Company Chop**



Personal Information Collection Statement

All personal data submitted will only be used for purposes which are directly related to the CIC Green Product Certification. The personal data submitted may be transferred to parties who may be involved in handling matters relating to the CIC Green Product Certification, including agencies that are authorised to receive information relating to law enforcement or prosecution. You have the right to request access to or correction of your personal data held by the Hong Kong Green Building Council. Request for access or correction of personal data should be made in writing to the Hong Kong Green Building Council by email to cicgpc@hkgbc.org.hk.