



Website 網址: www.htisec.com/asm

HAITONG MPF RETIREMENT FUND 海通 MPF 退休金 MEMBERSHIP ENROLMENT FORM 計劃成員登記表格

Notes 注意：

- ◆ Please read the latest Explanatory Memorandum (and any Addenda thereto) of the Haitong MPF Retirement Fund (the “Plan”) carefully before you complete this form.
填表前，請先細閱海通 MPF 退休金（「本計劃」）最新基金說明書（及其附錄）。
- ◆ You are required to provide the personal information indicated with symbol [®]. Otherwise, we may not be able to process your instruction.
閣下必須提供以符號 [®] 表示的個人資料。否則，我們將可能無法處理您的指示。
- ◆ Please fill in this Form carefully. Any amendments should be clearly marked and counter-signed. Please do not use correction fluid.
請小心填寫此表格。如有任何資料刪改，請必須加簽及避免用塗改液刪改資料。
- ◆ Please send the completed form to **Member Services, Fund Services Hong Kong, HSBC Institutional Trust Services (Asia) Limited, P.O. Box 73448, Kowloon Central Post Office, Hong Kong.**
請將填妥表格寄往香港九龍中央郵政局郵政信箱 73448 號，滙豐機構信託服務（亞洲）有限公司，退休金行政部收。

SECTION A 甲部份 (to be completed by Employee 請由僱員填寫)

PART I - PERSONAL INFORMATION 第一節—個人資料

Please ✓ the appropriate box 請在適當空格填上 ✓ 號

[®] Employer Name 僱主名稱 _____ _____		Company Code 僱主編號 _____
[®] Employee English Name 僱員英文姓名 <input type="checkbox"/> Mr 先生 <input type="checkbox"/> Ms 小姐 <input type="checkbox"/> Mrs 女士 Surname 姓 _____ First Name 名 _____		Employee Chinese Name 僱員中文姓名 _____
<input type="checkbox"/> Hong Kong ID Card No. 香港身份證號碼 / <input type="checkbox"/> Passport No. 護照號碼 _____		[®] Date of Birth 出生日期 Day 日 _____ Month 月 _____ Year 年 _____
Marital Status 婚姻狀況 <input type="checkbox"/> Single 未婚 <input type="checkbox"/> Married 已婚 <input type="checkbox"/> Divorced 離婚		Sex 性別 <input type="checkbox"/> Male 男 <input type="checkbox"/> Female 女
[®] Residential Address# 住址# (P.O. Box is not acceptable. All correspondence will be sent to the address below. 郵政信箱恕不接受。所有通訊將寄往下述地址) Flat /Room 室 _____ Floor 樓 _____ Block 座 _____ Building / Estate Name 大廈/屋苑名稱 _____ Number & Name of Street 街道號碼及名稱 _____ District 地區 _____ <input type="checkbox"/> H.K 香港 <input type="checkbox"/> Kln 九龍 <input type="checkbox"/> N.T. 新界		
[®] Contact Tel. No. 聯絡電話號碼 _____	Mobile No. 手提電話號碼 _____	Fax No 傳真號碼 _____
E-mail Address 電郵地址 _____		[®] Job Details 職業資料 Job Position 職位 _____
[®] Monthly Salary/Income 月薪/收入 <input type="checkbox"/> HKD10,000 or below <input type="checkbox"/> HKD10,001 or HKD20,000 <input type="checkbox"/> HKD20,001 – HKD30,000 <input type="checkbox"/> HKD30,001 – HKD50,000 <input type="checkbox"/> HKD50,001 or above		

#As required under Section 91(2) of the MPF (General) Regulation, the Trustee is required to maintain a record of each member's residential address. 按強制性公積金計劃(一般)規例 91(2) 條所要求，信託人須記錄成員之住址資料。

PART II – VOLUNTARY CONTRIBUTION DETAILS – EMPLOYEE 第二節 – 自願性供款詳情 – 僱員

Please ✓ the appropriate box 請在適當空格填上✓號

- I do not elect to make any voluntary contributions to the Plan with effect from the date of my participation in the Plan until further notice. 本人並不希望向此計劃作出任何自願性供款。此決定由本人參與此計劃起生效，直至另行通知為止。
- Yes, I would like to make voluntary contributions. 本人同意作出自願性供款。
- *I would like to make voluntary contributions to the Plan stated in the Participation Agreement and hereby authorise my employer to deduct the contribution amount from my payroll with effect from the date of my participation in the Plan until further notice.
* 本人將根據參與協議中的僱員自願供款部份作出自願性供款，並授權本人之僱主在支薪時扣除是項供款。此項授權由本人參與此計劃起生效，直至另行通知為止。
- *Please consult your employer for the voluntary contribution. 請向僱主查詢其自願性供款詳情。
- I would like to make voluntary contributions to the Plan and hereby authorise my employer to deduct HKD _____ / _____ % of my monthly relevant income for such purpose with effect from the date of my participation in the Plan.
本人希望向此計劃作出自願性供款並授權本人之僱主在支薪時扣除港幣或從本人每月之有關入息中扣除 _____ % 作為是項供款。此項授權由本人參與此計劃起生效。

PART III – INVESTMENT MANDATE 第三節 – 投資授權

In the event that you do not make any investment choices, please be reminded that your contribution made and/or benefits transferred into the Plan will unless otherwise provided in the Explanatory Memorandum be invested in accordance with the Default Investment Strategy.

如您沒有作出任何投資選擇，其累算權益（包括供款）除非基金說明書另有列明將會按照預設投資策略進行投資。

Regular contributions and transfer-in asset (if any) from another scheme shall be allocated for investment in the following manner:
定期供款及轉移自另一計劃的累算權益（如適用）將按下列分配投資：

Name of Constituent Funds 基金名稱	Investment Allocation (Complete in multiples of 1%) 投資分配 (請以 1%或其倍數填寫)	
	Mandatory Portion 強制性供款部份	Voluntary Portion (if applicable) 自願性供款部份 (如適用)
Default Investment Strategy (Please refer to Note 3) 預設投資策略 (請參閱備註 3)	%	%
Haitong MPF Conservative Fund 海通強積金保守基金	%	%
Haitong Global Diversification Fund 海通環球分散基金	%	%
Haitong Asia Pacific (excluding HK) Fund 海通亞太 (香港以外) 基金	%	%
Haitong Hong Kong SAR Fund 海通香港特區基金	%	%
Haitong Korea Fund 海通韓國基金	%	%
Haitong Core Accumulation Fund (Please refer to Note 4) 海通核心累積基金 (請參閱備註 4)	%	%
Haitong Age 65 Plus Fund (Please refer to Note 4) 海通 65 歲後基金 (請參閱備註 4)	%	%
	100%	100%

Note 備註:

- The Investment Allocation specified above will apply in respect of the contributions paid by both you and your employer and the transfer-in asset (if any) from another scheme.
您和您的僱主的供款及轉移自另一計劃的累算權益（如適用）將同時以上述分配作投資。
- If you or your Employer will make voluntary contributions to your account and/or you have any voluntary balance from your transfer-in asset from another scheme, please indicate your investment mandate in the above column "Voluntary Portion". If you do not specify valid the Investment Allocation, the Trustee will invest all your voluntary contributions and the voluntary balance of your transfer-in asset (if any) from another scheme according to Default Investment Strategy.
如您或您的僱主希望設立自願性供款及/或您的轉移自另一計劃的資產中包括自願性供款，請填寫以上「自願性供款部份」的投資分配指示。如果您沒有提供有效的自願性供款部份的投資分配指示，信託人便會將您的所有自願性供款及轉移自另一計劃的累算權益中的自願性供款部份按照預設投資策略作出投資。
- Default Investment Strategy (DIS)
 - When you are below the age of 50, all contributions and accrued benefits transferred from another scheme will be invested into Haitong Core Accumulation Fund.
 - When you are between the ages of 50 and 64, all contributions and accrued benefits transferred from another scheme will be invested according to the allocation percentages between Haitong Core Accumulation Fund (CAF) and Haitong Age 65 Plus Fund (A65F) as set out in the De-risking table for DIS. The de-risking is to be achieved by annual adjustments of asset allocation gradually from the CAF to the A65F under the DIS. Please refer to the details set out in the latest Explanatory Memorandum.
 - When you reach the age of 64, all contributions and accrued benefits transferred from another scheme will be invested in the A65F.

預設投資策略 (DIS) :

- a. 當您未滿 50 歲，所有供款及轉移自另一計劃的累算權益將會投資於海通核心累積基金。
 - b. 當您年齡介乎 50 至 64 歲，所有供款及轉移自另一個計劃的累算權益將會按照預設投資策略降低風險列表中海通核心累積基金(CAF)與海通 65 歲後基金(A65F)之間的配置百分比進行投資。預設投資策略將會按年調整資產配置，逐步將投資從預設投資策略下的 CAF 轉移至 A65F 以達致降低風險。詳情請參閱最新的基金說明書。
 - c. 當您年屆 64 歲，所有供款及轉移自另一個計劃的累算權益將會投資於 A65F。
4. Please note that the de-risking will not apply when you choose Haitong Core Accumulation Fund and / or the Haitong Age 65 Plus Fund as individual fund choice(s) (rather than as part of the DIS).
請注意，若您選擇以海通核心累積基金或/及海通 65 歲後基金作為單獨投資，預設投資策略的降低風險機制將不適用（即非預設投資策略的一部份）。
5. If you do not specify the Investment Allocation for the Mandatory Portion and/or the Voluntary Portion (if any), the Trustee will invest the respective portion(s) in accordance with the DIS. If any allocation to a Constituent Fund/DIS in the above table is not in the multiples of 1% or if the total allocation is not equal to 100%, the allocation relating to that portion will be rejected and the Trustee will invest the portion in accordance with DIS. Moreover, under any of the following situations, your investment allocation will be defaulted as DIS:
- a. The form is unsigned
 - b. Alternations to this form are not counter-signed
 - c. Compulsory fields on this form are not complete or the information given in these fields is invalid
 - d. No investment allocation is provided on this form
 - e. The allocations of both portions are not specified or incorrectly specified in this form
 - f. The completed enrolment form is received after the contributions and the transfer-in asset (if any) from another scheme were received

如果您沒有提供強制性供款部份及/或自願性供款部份(如適用)的投資分配指示，信託人會將該部份按照預設投資策略作出投資。假若上述的成分基金或 DIS 投資分配非以 1% 或其倍數填寫或分配總和不等於 100%，該部份的投資分配將會被視作無效，而信託人會將該部份按照預設投資策略作出投資。此外，在下列任何一個情況下，您的投資分配指示將被設定為預設投資策略：

- a. 本表格未有簽署
 - b. 未有就本表格上所刪改的資料加簽
 - c. 未有填妥所有在本表格上必須填寫的部分或就該部份所填寫的資料無效
 - d. 未有在本表格提供投資分配資料
 - e. 兩個供款部份的投資分配均沒有填寫或不清楚填寫
 - f. 當收到填妥的登記表格前，信託人已收到供款及轉移自另一計劃的累算權益（如適用）
6. Please refer to the latest Explanatory Memorandum of the Plan for further details of Default Investment Strategy. Further, please note that the Trustee may, without liability, treat any information received from the Participating Employer or you from time to time as being accurate and the Trustee may reasonably act in reliance on such information.
預設投資策略詳情請參閱基金說明書。請注意，信託人可視參與僱主或您不時提供的任何資料均為準確資料，並可依賴有關資料採取合理的行動，而毋須承擔任何責任。
7. If you would like to change the investment allocation and / or not to invest into DIS in the future, please complete the “Change of Investment Switching/Redirection Form”.
如您希望更改投資分配及/或不投資於預設投資策略，請填寫「更改投資轉換/未來投資表格」。
8. If neither you nor your employer has elected to make any Voluntary Contribution, you are not required to specify an Investment Allocation for the Voluntary Portion in the above table. If you and/ or your employer subsequently elect to make Voluntary Contribution, you will have to provide the Trustee with a new Investment Allocation by completing the Change of Voluntary Contribution Form For Member / Self-employed Person separately.
若您或您的僱主將不會作出任何自願性供款，您毋須在上表提供自願性供款部分的投資分配指示。如您及/或您的僱主於日後作出自願性供款，您必須填寫「成員/自僱人士更改自願性供款表格」為該自願性供款重新提供投資分配指示。
9. The Trustee shall be liable only for such moneys or other assets as they shall actually receive and shall in no event be liable for any interest in respect of such assets save in respect of interest actually earned. In respect of voluntary contributions, it shall not be the duty of the Trustee to see that any contributions or other moneys payable under the Trust Deed, the Rules or the Participation Agreement are in fact paid, that any applicable definition of earnings (however expressed) is properly applied or that the calculation of contributions is correct. This clause does not over-ride any requirements of the Trustee set out under the MPF Ordinance or the Trust Deed.
信託人僅對實際收到的款項或其他資產負責，但不會對有關資產附帶的任何利益承擔責任。就自願性供款而言，信託人並沒有責任檢定任何供款或信託契約、規則或參與協議規定需要支付的其他款項已確實支付，亦沒有責任檢定任何適用的人息定義（不論如何表達）已適當引用或準確計算的供款。本條文並不凌駕《強積金條例》或信託契約所載有關信託人的規定。

PART IV – DECLARATIONS 第四節—聲明

1. I hereby agree to indemnify the Trustee against any actions, proceedings, claims, losses, damages, costs or expenses which may be brought against the Trustee or suffered or incurred by the Trustee arising either directly out of or in connection with the Trustee accepting facsimile instructions and acting thereon, whether or not the same are confirmed by me in writing, unless due to the wilful default or gross negligence of the Trustee.
本人同意並授權信託人接受傳真指示及根據指示處理有關事宜。除因蓄意瞞騙或大意疏忽，信託人無須因此而直接或間接負上任何責任、賠償、損失或費用。

Notwithstanding the previous paragraph, the Trustee has the right to determine which Forms or documents of instructions that may or may not be accepted by facsimile.
信託人有權決定接受何種傳真表格或指示。

2. I agree that:
本人同意：

- (i) subject to any applicable laws of Hong Kong Special Administrative Region, information supplied on the Form and otherwise in connection with my participation in the Plan may be held by the Trustee and will be used for the purposes of processing my participation in the Plan, and may also be used for the purpose of carrying out my instructions or responding to any enquiry purporting to be given by me, dealing in any other matters relating to my participation in the Plan (including the mailing of reports or notices), and used by the employer (or a related company of the employer) for any purpose including but not limited to the purpose of calculating such employer's long service or severance payment accrued liability at any time, forming part of the records of the recipient as to the business carried on by it, observing any legal, governmental or regulatory requirements of any relevant jurisdiction (including any disclosure or notification requirements to which any recipient of the data is subject) and to provide a marketing database for product and market research if they are relevant to the Plan or to provide information for the dispatch of information on other products or services to me from the Sponsor or any connected person of the Sponsor if such products or services relate to the Plan. All such information may be retained after I have ceased to participate in the Plan.

根據香港特別行政區有關法例規定下，信託人可保留本表格所載資料及其他有關申請參予本計劃的資料，以作為進行本人申請參加此退休計劃之用；同時亦可用作執行本人的指示或答覆本人的查詢；或其他有關參與本計劃之事項（包括郵寄報告或通告）；僱主（或其有關聯營公司）之用，包括但不限於用作在任何時間計算長期服務金及遣散費；此等資料將構成收款人業務之部份記錄；遵行任何有關適用司法管轄區的法律、政府或監管規定（包括任何所屬收款人的資料披露及通知的規定）；及提供保薦人或其有關連人仕用作推廣與本計劃相關的產品及市場研究、或向本人發放其他與本計劃相關的產品或服務資料。在本人停止參與本計劃後，信託人仍可保留上述所有資料。

- (ii) Upon request, I am entitled under the Personal Data (Privacy) Ordinance ("PDPO") to be informed by the Scheme's Sponsor, "Haitong International Investment Managers Limited" whether it holds personal data as defined under PDPO about me and to request access to and/or correction of any such data. I also have right to inform the Scheme's Sponsor anytime if I do not wish to receive any marketing materials in relation to the Plan. Any such request may be made by post to the Client Servicing Officer, Haitong International Investment Managers Limited, 22/F, Li Po Chun Chambers, 189 Des Voeux Road Central, Hong Kong.

如有需要，本人有權就《個人資料（私隱）條例》（“該條例”）要求本計劃的保薦人“海通國際投資經理有限公司”提供是否持有本人該條例所定義的個人資料，或要求接觸和／或更改任何該等個人資料。若本人不欲再收取任何與本計劃相關的市場推廣資料，本人亦有權為此隨時通知本計劃的保薦人。此類要求，可以書面查詢，郵寄香港德輔道中189號李寶椿大廈22樓，海通國際投資經理有限公司—客戶服務主任收。

- (iii) In order to provide services or hardware such as administrative, computer, operational support and etc. which are relevant to the Plan, the Trustee may disclose and transfer such information to the auditors of the Plan and the Sponsor, including any of their employees, officers, directors and agents and/or to the ultimate holding company of the Sponsor and the Trustee and/or their subsidiaries and/or affiliates or to any third party employed to provide administrative, computer or other services or facilities to any person to whom data is provided or may be transferred as aforesaid. The Trustee may also make disclosure or transfer data to any judicial or regulatory authority entitled thereto by law or regulation (whether such authorities are statutory or not) in connection with my participation in the Plan. Provision of data made by the Trustee pursuant to this clause may be to any persons outside Hong Kong.

為提供與本計劃相關的行政、電腦、營運支援等服務或設備，信託人可披露或轉交有關參與本計劃的資料予本計劃的核數師和保薦人，及其僱員、主任、董事及代理人；及／或保薦人及信託人的最終控股公司；附屬公司及／或聯營機構；或其僱用之第三者以提供行政、電腦或其他服務或設備。信託人亦可披露或轉交有關參與本計劃的資料予任何法律或法規授權之任何司法或監管機構（無論該等機構是否法定機構）。信託人可按本條披露或轉交資料予非居港人士。

- (iv) I am required to provide the information supplied on the Form or otherwise in order for the Trustee to properly process my membership and benefits under the Plan. I have the right to obtain access and to request correction of any personal information concerning myself held by the Trustee. Request for such access can be made in writing and addressed to "Member Services, Fund Services Hong Kong, HSBC Institutional Trust Services (Asia) Limited, P.O. Box 73448, Kowloon Central Post Office, Hong Kong".

本人需要提供本表格所載資料及其他資料以供信託人適當地申請本人於本計劃的成員身份及利益。本人有權向信託人查閱及要求修正關於本人之任何資料。有關要求可書面向信託人提出，並郵寄「香港九龍中央郵政局郵政信箱73448號，滙豐機構信託服務（亞洲）有限公司，退休金行政部」收。

- I do not wish to receive any marketing materials in relation to the Plan from the Sponsor, "Haitong International Investment Managers Limited", please the box.

本人不希望收取保薦人“海通國際投資經理有限公司”提供任何與本計劃相關的市場推廣的資料，請在空格填上號。

3. If applicable, I acknowledge and agree that my full benefit entitlement under the ORSO registered scheme of which I was formerly a member ("Former Scheme") is being transferred to the Haitong MPF Retirement Fund as an initial voluntary contribution balance and is in full satisfaction of my entitlement under the Former Scheme, irrespective of the terms of the Former Scheme.

如適用，不論前註冊職業退休計劃（前計劃）之條文，本人認知及同意轉移本人於前計劃中之所有利益至海通 MPF 退休金作為初期自願性供款並滿意前計劃中所得的利益。

Signature of Employee 僱員簽署

(This signature will also act as a specimen signature for future correspondences.

此簽署式樣將作為日後有關本計劃之簽署)

Date 日期

SECTION B 乙部份 (to be completed by Employer 請由僱主填寫)

PART I - EMPLOYEE INFORMATION 第一節 - 僱員資料

Please use blue or black ball pen and complete the form in block letters 請以藍色或黑色原子筆及正楷填寫此表格

Company Code 僱主編號	Department Code 部門編號
Staff Number 僱員編號	Grade 職級 ¹
Date of Employment 受僱日期 (DD/MM/YYYY 日/月/年)	Date Joined Scheme 參加計劃日期 ² (DD/MM/YYYY 日/月/年)
Vesting Start Date 開始計算歸屬利益日期 ³ (DD/MM/YYYY 日/月/年)	Basic Salary 基本月薪
Special Remarks 備註	

¹Complete only if there are different voluntary contribution rates for different grades of staff.
如僱主將為不同職級員工作出不同自願性供款率才須填寫。

²Complete only if employer will make voluntary contribution to the Scheme with vesting start date same as date join scheme.
如僱主將對計劃作出自願性供款，而開始計算歸屬利益日期為僱員參加計劃之日期。

³Complete only if employer will make voluntary contribution to the Scheme with vesting start date other than date join scheme.
如僱主將對計劃作出自願性供款，而開始計算歸屬利益日期與僱員參加計劃之日期不同才須填寫。

For And On Behalf Of The Employer 經由僱主代表

Authorized Signature & Company Chop 授權簽署及公司蓋印

Date 日期

Name 姓名