

**Manulife Provident Plan
Explanatory Memorandum**

**宏利公積金計劃
解釋說明書**

Manulife Provident Plan

Explanatory Memorandum

IMPORTANT

- **The Manulife Provident Plan allows Employers to establish a Scheme. The Constituent Fund(s) of each Scheme will invest in Designated Fund(s) that primarily invests in equities, debt securities and/or money market securities, each with a different risk profile.**
- **Designated Funds which invest in debt securities rated below investment grade may be subject to higher credit and counterparty risks than funds investing in debt securities of higher credit ratings.**
- **Designated Funds which invest in emerging markets or in small capitalization companies may be subject to higher liquidity and volatility risks and Designated Funds which invest in a particular market or sector may be subject to a higher concentration risk than funds following a more diversified policy.**
- **You should consider your own risk tolerance level and financial circumstances before making any investment choices. When, in your selection of funds, you are in doubt as to whether a certain fund is suitable for you (including whether it is consistent with your investment objectives), you should seek financial and/or professional advice and choose the fund(s) most suitable for you taking into account your circumstances.**
- **Please be reminded that if a new Member with Member Choice fails to make any investment choices, the relevant investment amounts will be invested into the default fund, which is currently Schroder HK Money Market Fund (MPP) which may not necessarily be suitable for you. For an existing Member, if Member Choice becomes available, failing to make any investment choices will result in the relevant investment amounts being invested according to the existing investment mandate which may not necessarily be suitable for you.**

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宏利公積金計劃

解釋說明書

重要提示

- 宏利公積金計劃允許僱主設立一個計劃。每個計劃的成分基金將投資於主要投資於股票、債務證券及／或貨幣市場證券的指定基金，各指定基金具有不同的風險概況。
- 投資於低於投資級別的債務證券的指定基金，與投資於較高信貸評級的債務證券的基金相比，或須承受較高的信貸及對手方風險。
- 投資於新興市場或小型公司的指定基金或須承受較高的流通性和波動性風險，而與依從較多元化政策的基金相比，投資於某特定市場或行業的指定基金或須承受較高的集中性風險。
- 閣下在作出任何投資選擇前，應考慮閣下本身的風險承受程度及財政狀況。閣下在挑選基金時，如對某基金是否適合閣下（包括與閣下的投資目標是否符合一致）存有疑問，閣下應諮詢財務及／或專業意見，並且就閣下的情況挑選最適合閣下的基金。
- 務請緊記，如可作出成員選擇的新成員未能作出任何投資選擇，有關投資款額將會投資於目前為施羅德金融市場基金(MPP)的既定基金，而此既定基金未必適合閣下。就現有成員而言，如獲授成員選擇，而未能作出任何投資選擇，有關投資款額將按照未必適合閣下的現有投資授權書予以投資。

- 第一版 一九九〇年二月
- 第二版 一九九〇年十一月
- 第三版 一九九六年九月
- 第四版 一九九八年十月
- 第五版 二〇〇〇年七月
- 第六版 二〇〇三年十月
- 第七版 二〇〇四年七月
- 第八版 二〇〇八年一月
- 第九版 二〇一〇年六月
- 第十版 二〇一一年八月
- 第十一版 二〇一四年九月
- 第十二版 二〇一六年十一月
- 第十三版 二〇二〇年十二月

Important information

If you are in doubt about the meaning or effect of the contents of this Explanatory Memorandum, you should seek independent professional advice.

The Sponsor accepts responsibility for the information contained in this Explanatory Memorandum as being accurate at the date of publication. However, neither the delivery of this Explanatory Memorandum nor the offer of or agreement to participation in the Plan shall under any circumstances constitute a representation that the information contained in this Explanatory Memorandum is correct as of any time subsequent to such date. This Explanatory Memorandum may from time to time be updated. The latest Explanatory Memorandum or any supplements to this Explanatory Memorandum will be available from the Sponsor.

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Table of contents

Heading	Page Number	Heading	Page Number
Directory of parties	7	Payment of Benefits	27
Definitions	9	Transfers to and from other schemes.....	27
About Manulife Provident Plan	11	Valuation of Constituent Funds	29
How to Join	11	Calculation of Net Asset Value	29
Contributions and Benefits	11	Calculation of Unit Prices for Defined Contribution Funds	29
Constituent Funds	11	Publication of Unit Prices for Defined Contribution Funds.....	29
For Defined Benefit Schemes	11	Suspension of Calculation of Net Asset Value	29
For Defined Contribution Schemes	11	Charges and Expenses.....	29
Risk Factors	13	Trustee and Management Fees.....	29
Establishment and Termination of Constituent Funds .	21	Payment Mechanism for Charges and Expenses	29
Creation of New Constituent Funds	21	Fees Payable By Employers.....	31
Change in Designated Fund in which Defined Contribution		Taxation	33
Fund invests.....	21	For Employers	33
Closure of Defined Contribution Funds to Future Investment	21	For Employees	33
Termination of Constituent Funds	21	For the Plan.....	33
Administration	23	General Information	33
Sponsor	23	Accounts, Reports and Statements	33
Trustee	23	Investment and Borrowing Restrictions.....	33
Administrator	23	Cash Rebates and Soft Commissions.....	33
Contributions	23	Trust Deed.....	35
Payment of Contributions	23	Modification of Trust Deed and Deeds of Attachment	35
Investment of Contributions – Defined Benefit Schemes	23	Material Contract.....	35
Investment of Contributions – Defined Contribution		Governing Law	35
Schemes	23	Certification for Compliance with FATCA or Other	
<i>Investment Choice by Employers.....</i>	23	Applicable Laws and Power to Disclose Information to Tax	
<i>Electing Member Choice For an Employer’s Scheme.....</i>	25	Authorities	35
Investment in Units	25	Automatic Exchange of Financial Account Information.....	35
Mandates to Invest Contributions	25	Provision of Information to Competent Authorities	
Instructions to Change Investments.....	25	and Others	37
Notifying Investment Choices to the Administrator	27	Documents available for inspection.....	37
Benefits	27	Offering Documents of Designated Funds.....	39
Entitlement to Benefits.....	27	Customer Feedback.....	39
Minimum MPF Benefits.....	27	Appendix 1 Defined Contribution Funds and	
Realisation of Investments of Defined Benefit Schemes	27	Overview of Designated Funds	41
Realisation of Investments of Defined		Appendix 2 Summary of Fees and Charges	53
Contribution Schemes	27		

Important – If you are in doubt about the meaning or effect of the contents of this document, you should seek independent professional advice.

目錄

標題	頁數	標題	頁數
服務提供機構名單	8	權益的支付	28
定義	10	與其他計劃往來轉換	28
關於宏利公積金計劃	12	成分基金的估值	30
參加辦法	12	資產淨值的計算	30
供款及權益	12	界定供款基金的基金單位價格的計算	30
成分基金	12	刊登界定供款基金的基金單位價格	30
就界定利益計劃而言	12	暫停計算資產淨值	30
就界定供款計劃而言	12	費用及收費	30
風險因素	14	受託人及管理人費用	30
成分基金的成立及終止	22	支付費用及收費的機制	30
增設新的成分基金	22	僱主須支付的費用	32
更改界定供款基金所投資的指定基金	22	稅務	34
界定供款基金停止接受日後投資	22	就僱主而言	34
成分基金的終止	22	就僱員而言	34
行政管理	24	就本計劃而言	34
保薦人	24	一般資料	34
受託人	24	帳目、報告及報表	34
行政管理人	24	投資及借貸限制	34
供款	24	現金回佣及非金錢佣金	34
供款的支付	24	信託契約	36
供款的投資－界定利益計劃	24	信託契約及附屬契約的修訂	36
供款的投資－界定供款計劃	24	重大合約	36
由僱主作出投資選擇	24	管限法律	36
由參與僱主計劃的成員作出投資選擇	26	遵從 FATCA 或其他適用法律的認證以及向稅務機關披露 資料的權力	36
投資於基金單位	26	自動交換財務帳戶資料	36
供款投資授權書	26	向主管當局及其他機構、機關、部門或法院等提供資料	38
更改投資的指示	26	可供索閱的文件	38
就投資選擇通知行政管理人	28	指定基金的發售文件	40
權益	28	客戶意見	40
享有權益	28	附錄一 界定供款基金及指定基金概覽	42
最低強積金利益	28	附錄二 費用及收費摘要	54
界定利益計劃的投資變現	28		
界定供款計劃的投資變現	28		

重要通知：若閣下對本文件內容之意義或作用有疑問，應諮詢獨立專業財務意見。

Directory of parties

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Definitions

“Administrator”	BestServe Financial Limited	“Mandate”	an investment instruction from a Member entitled to exercise investment choice, relating to investment of the Member’s Balance and (if appropriate) Employer’s Balance of the Member and contributions by or (if appropriate) in respect of the Member
“Authority”	the Mandatory Provident Fund Schemes Authority		
“Business Day”	a day (other than Saturday) on which banks in Hong Kong are open for normal banking business		
“Commission”	the Securities and Futures Commission of Hong Kong	“Member”	a person who has been admitted as and remains as a member of a Scheme in accordance with the terms of the Trust Deed
“Constituent Fund”	a separate pool of assets of the Plan, which is invested and administered separately from other assets of the Plan	“Member Choice”	the right of a Member given by its employer to determine his / her Mandate in respect of a Scheme
“Deed of Attachment”	the deed by which an employer participates in the Plan	“Member’s Balance”	for a Member of a Defined Contribution Scheme, the amount of the Member’s credit balance in the Scheme attributable to the Member’s contributions
“Default Fund”	Schroder HK Money Market Fund (MPP) or such other Defined Contribution Fund as the Trustee may determine and notify to the employers and Members from time to time	“ORS Ordinance”	the Occupational Retirement Schemes Ordinance of Hong Kong
“Defined Benefit Fund”	a Constituent Fund established for investment by a Defined Benefit Scheme	“Plan”	Manulife Provident Plan
“Defined Benefit Scheme”	a Scheme under which benefits are determined in accordance with the relevant Deed of Attachment	“Scheme”	an occupational retirement scheme established by an employer by executing a Deed of Attachment to participate in the Plan
“Defined Contribution Fund”	a Constituent Fund established for investment by Defined Contribution Schemes	“Sponsor”	Manulife (International) Limited
“Defined Contribution Scheme”	a Scheme under which benefits are determined by reference to the amount of contributions to the Scheme and the investment returns on those contributions	“Trust Deed”	the trust deed dated 31 May 1976, as amended, establishing the Plan
“Designated Fund”	an investment fund determined by the Trustee, with the consent of the Sponsor, in which Defined Benefit Funds and Defined Contribution Funds invest	“Trustee”	RBC Investor Services Trust Hong Kong Limited in its capacity as trustee of the Plan
“Employer’s Balance”	for a Member of a Defined Contribution Scheme, the amount of the Member’s credit balance in the Scheme attributable to the employer’s contributions	“Unit”	one undivided share in the Defined Contribution Fund to which the class of Units relates. A fraction of a Unit shall represent the corresponding fraction of an undivided share in the relevant Defined Contribution Fund
“HK\$” and “HK dollars”	the currency of Hong Kong	“Valuation Date”	every Business Day or such other day or days as the Trustee and the Sponsor may agree from time to time either generally or in relation to a particular Constituent Fund or, at the request of the relevant employer, a particular Scheme
“Hong Kong”	the Hong Kong Special Administrative Region of the People’s Republic of China		

定義

「行政管理人」	指卓譽金融服務有限公司。	「授權書」	指有權行使投資選擇權的成員就關於成員結餘及(如適用)成員的僱主結餘及關於由成員作出或(如適用)就成員而作出的供款，所發出的投資指示。
「積金局」	指強制性公積金計劃管理局。		
「營業日」	指香港的銀行開門經營正常銀行業務之日(星期六除外)。		
「證監會」	指香港證券及期貨事務監察委員會。	「成員」	指根據信託契約的條款已獲接納為計劃的成員且仍然為計劃的成員的人士。
「成分基金」	指在本計劃內與本計劃其他資產分開投資及管理的獨立匯集資產。	「成員選擇」	成員獲其僱主給予以就計劃而決定他/她的授權書的權利。
「附屬契約」	指僱主籍以參與本計劃的契約。	「成員結餘」	指就界定供款計劃的成員而言，可歸因於成員對計劃作出的供款的結餘款額。
「既定基金」	指施羅德金融市場基金(MPP)或受託人可不時決定並通知僱主及成員的其他界定供款基金。	「職業退休計劃條例」	指香港的職業退休計劃條例。
「界定利益基金」	指為供界定利益計劃作投資而成立的成分基金。	「本計劃」	指宏利公積金計劃。
「界定利益計劃」	指一個按照有關附屬契約而釐定其利益的計劃。	「計劃」	指一個由僱主以簽立參與本計劃的附屬契約而成立的職業退休計劃。
「界定供款基金」	指為供界定供款計劃作投資而成立的成分基金。	「保薦人」	指宏利人壽保險(國際)有限公司。
「界定供款計劃」	指一個參考對計劃所作出的供款款額及該等供款的投資回報而釐定其利益的計劃。	「信託契約」	指日期為一九七六年五月三十一日的成立本計劃的信託契約(經修訂)。
「指定基金」	指由受託人在保薦人同意下所確定，界定利益基金及界定供款基金所投資的投資基金。	「受託人」	指以本計劃受託人身分行事的加皇信託香港有限公司。
「僱主結餘」	指就界定供款計劃的成員而言，可歸因於僱主為成員向計劃作出的供款的結餘款額。	「基金單位」	指與某一類別基金單位有關的界定供款基金不分割的一股。不足一個單位的零星基金單位代表有關界定供款基金不分割的一股的相應零星部分。
「HK\$」及「港幣」	指香港的貨幣。		
「香港」	指中華人民共和國香港特別行政區。	「估值日」	指受託人及保薦人概括地或就某一成分基金或(於有關僱主的要求下)某一計劃所不時同意的每個營業日或其他一個或以上日子。

About Manulife Provident Plan

The Manulife Provident Plan is governed by the laws of Hong Kong and offers the combined expertise of Manulife (International) Limited, RBC Investor Services Trust Hong Kong Limited and BestServe Financial Limited to offer the highest level of service and flexibility to large and small companies alike.

The structure of the Plan is likely to be suitable for all Hong Kong employers including those looking for a wide range of investment choices.

How to Join

The Plan is established under a Trust Deed which provides rules that meet the requirements of the ORS Ordinance. Employers join the Plan by executing a Deed of Attachment. Employers execute their own individual Deed of Attachment which also specifies variations to the rules for the purposes of their Scheme. These rules may be tailor-made to particular requirements.

Contributions and Benefits

Employers may choose to establish their Scheme in the Plan with one of two structures:

1. Defined Contribution Schemes

In these Schemes, the level of contribution is fixed either as a monetary amount or a percentage of the employee's salary. The Trustee will apply contributions made by or on behalf of a Member to acquire Units in the Defined Contribution Funds for the account of such Member. The benefits payable to a Member on retirement are dependent on the contributions paid during the Member's period of membership of the Plan and the investment return achieved on those contributions during the period.

2. Defined Benefit Schemes

These Schemes offer benefits which are determined in accordance with the relevant Deed of Attachment. The level of benefits may be related to a proportion of the employee's final salary according to his years of service, for which contributions will be actuarially calculated accordingly.

Constituent Funds

The assets of the Plan are divided into separate Constituent Funds. Each Constituent Fund has a separate investment objective and policy and is invested separately from the other Constituent Funds.

For Defined Benefit Schemes

The Trustee may establish a separate Constituent Fund for each Defined Benefit Scheme participating in the Plan (each such Constituent Fund being referred to as a "**Defined Benefit Fund**"). A Defined Benefit Fund may be invested in any of the Designated Funds as the employer may agree with the Trustee. Only contributions relating to the Defined Benefit Scheme for which the Defined Benefit Fund was established will be credited to such Defined Benefit Fund.

The Defined Benefit Funds are not unitised.

For Defined Contribution Schemes

A range of Constituent Funds are currently available for investment by Defined Contribution Schemes (each such Constituent Fund being referred to as a "**Defined Contribution Fund**"). These Defined Contribution Funds, each of which is invested wholly in a particular Designated Fund, offer investment choices covering a broad range of asset allocation choices. A list of the Defined Contribution Funds and an overview of each of the Designated Funds are set out in Appendix 1.

Each of the Defined Contribution Funds are unitised in the books of the Plan. Unitisation means that investment in each Defined Contribution Fund is represented by a holding of Units in that Defined Contribution Fund (each Unit representing an equal undivided share in the relevant Defined Contribution Fund).

The Trustee, with the consent of the Sponsor (and the approval of the Commission), may change the investment objectives and/or policies of a Defined Contribution Fund. The Trustee will give notice of any change in the investment objectives and policies of a Defined Contribution Fund to employers and to Members entitled to exercise investment choice in accordance with the relevant regulatory requirements and the Trust Deed.

The Trustee, with the consent of the Sponsor, may change the Designated Fund in which a Defined Contribution Fund invests by giving notice to employers and to Members entitled to exercise investment choice in accordance with the relevant regulatory requirements and the Trust Deed.

關於宏利公積金計劃

宏利公積金計劃受香港法律管限，結合宏利人壽保險（國際）有限公司、加皇信託香港有限公司及卓譽金融服務有限公司的專長，為大小型公司提供最優質的服務及靈活的理財方法。本計劃的結構預料適合所有香港僱主，包括尋求廣泛投資選擇的香港僱主。

參加辦法

本計劃是根據信託契約設立，該信託契約所訂明的條款均符合《職業退休計劃條例》的要求。僱主可透過簽立附屬契約參加本計劃。

僱主須簽立僱主本身的附屬契約，該附屬契約亦訂明就僱主計劃對各項條款的更改。計劃的條款可特別設計以切合特定需要。

供款及權益

僱主可在下列二款模式中任選其一，以設立他們於本計劃內的計劃：

1. 界定供款計劃

在這些計劃中，供款金額將根據固定款額或僱員薪金的百分比而定。由成員或代表成員支付的供款將由受託人用於為該名成員購入界定供款基金的基金單位。各成員於退休時應獲取的權益，視乎各成員在加入本計劃的年期內所支付的供款及該等供款在該期間取得的投資回報率而定。

2. 界定利益計劃

這些計劃提供的權益是按照有關附屬契約而釐定。權益金額可能與僱員按其服務年資計算的最終薪金之某個比例相關連，其時相關的供款將相應地以精算方式計算。

成分基金

本計劃的資產將分為不同的成分基金。每一成分基金各有不同的投資目標及政策，並且與其他成分基金分開投資。

就界定利益計劃而言

受託人可為參加本計劃的每一界定利益計劃另行設立成分基金（上述每一成分基金稱為「**界定利益基金**」）。界定利益基金可投資於僱主與受託人議定的任何指定基金。只有與某一為其成立界定利益基金的界定利益計劃有關的供款，才會貸記於該界定利益基金。

界定利益基金並未予以單位化。

就界定供款計劃而言

現時提供一系列成分基金供界定供款計劃投資（上述每一成分基金稱為「**界定供款基金**」）。此等界定供款基金各自全部投資於某一指定基金，提供涵蓋廣泛資產分配選擇的投資選擇。界定供款基金名單及每一指定基金的概覽載於附錄一。

各界定供款基金已在本計劃的賬冊內予以單位化。單位化是指在各界定供款基金的投資，乃由該界定供款基金的單位持有量代表（每一單位代表有關界定供款基金的一個未分割等份）。

在保薦人的同意（及證監會的批准）下，受託人可更改界定供款基金的投資目標及／或政策。受託人須就界定供款基金的投資目標及政策的任何更改，按照有關監管規定及信託契約向各僱主及有權行使投資選擇權的各成員發出通知。

在保薦人的同意下，受託人可藉按照有關監管規定及信託契約向各僱主及有權行使投資選擇權的成員發出通知而更改界定供款基金所投資的指定基金。

Risk Factors

Members should carefully read this Explanatory Memorandum in full before making any investment. Each Designated Fund in which a Constituent Fund invests has different investment objectives and is thus, subject to different types of risks.

Some of the risks to which Designated Funds and hence the Constituent Funds may be exposed are discussed below.

1. Investment Risk

There can be no assurance that the Designated Funds will achieve their investment objectives. Past performance is no guarantee of future results. Investments may also be affected by changes to the rules and regulations governing exchange controls or taxation, including withholding tax, and by changes to economic or monetary policies.

2. Market / liquidity risk

Investments in the Designated Funds are subject to market fluctuations, liquidity risk and other risks inherent to investing in securities. As a result, the value of investments in the Designated Funds, and hence the Constituent Funds, may go down as well as up and a Member may not get back the amount he invests.

3. Credit / counterparty risk

The value of a Designated Fund may be affected if any of the financial institutions with which the assets of the Designated Fund is invested or deposited, or a counterparty of the securities invested by the Designated Fund, defaults or suffers insolvency or other financial difficulties. Designated Funds which invest in debt securities of lower credit ratings may be subject to higher credit and counterparty risks than funds investing in debt securities of higher credit ratings.

4. Interest Rate Risk

Interest rates may be subject to fluctuations. Designated Funds that invest in debt securities are particularly susceptible to interest rate changes and may experience significant price volatility. Any fluctuation in interest rates may affect the income received by the Constituent Funds directly or via their Designated Funds. In addition, the value of certain debt securities may fluctuate in response to perceptions of credit worthiness, political stability or soundness of economic policies.

5. Emerging market risk

Some countries in which some of the Designated Funds may invest are considered as emerging markets. As emerging markets tend to be more volatile than developed markets, any holdings in emerging markets are exposed to higher levels of market risk. The securities markets of some of the emerging countries are not yet fully developed which may, in some circumstances, lead to a potential lack of liquidity. Accounting, auditing and financial reporting standards in some of the emerging markets may be less vigorous than international standards. As a result, certain material disclosures may not be made by some companies. In many cases, governments of emerging markets retain a high degree of direct control over

the economy and may take actions having sudden and widespread effects such as suspension of trade and moratorium which may affect valuation of assets. Investments in products of emerging market may also become illiquid which may constrain the investment manager's ability to realise some or all of the portfolio and thus affect the repatriation of capital. Further, the interpretation or application of current laws or regulations in emerging markets may have adverse effects on the relevant Designated Fund's investments.

6. Concentration risk

Designated Funds (or another fund which a Designated Fund invests) which focus on investing in a single geographical area or country or a single sector may be subject to greater degree of volatility than a more diversified fund.

7. Risks associated with investing in small capitalisation companies

The securities of companies with a relatively small share capital (a small capitalisation company) may be subject to higher volatility than companies with larger share capital. Broadly speaking, this increased volatility may first be due to small capitalisation companies having limited financial resources, which makes such companies less able to withstand changes in the business environment. Secondly small capitalisation companies' shares may be traded less frequently and in a more limited volume and may therefore be subject to more abrupt or erratic price movements than larger capitalisation companies. Thirdly, the market for securities of small capitalisation companies in which a Designated Fund may invest may be relatively illiquid as compared with that for securities of large capitalisation companies.

8. Risks associated with investing in financial derivative instruments

Some of the Designated Funds may use financial derivative instruments such as futures and options contracts. The value or return of these types of instruments is based on the performance of an underlying asset. These instruments may be volatile and involve various risks, including market risk, the risk of lack of correlation or leverage effect, liquidity risk and the risk of non-performance or default by the counterparty.

9. Risks associated with investing in low-rated debt securities and defaulted debt securities

Some of the Designated Funds may invest in low-rated or below investment grade debt securities. In addition to higher credit and counterparty risks, these debt securities are generally subject to greater price volatility when compared to debt securities of higher rating. In addition, some of the Designated Funds may invest in debt securities on which the issuer is no longer making interest payments (i.e. defaulted debt securities). The risk of loss due to default of this type of securities may be considerably greater, as they are generally unsecured and are often subordinated to other creditors of the issuer. These securities are generally illiquid and tend to lose much of their value before issuer default.

風險因素

成員在作出任何投資前應細閱本解釋說明書。成分基金所投資的每一指定基金各具不同的投資目標，因而須承受不同類型風險。

指定基金及成分基金或須承受的某些風險論述如下。

1. 投資風險

概不能保證指定基金將實現其投資目標。過往表現並非日後業績的保證。投資亦會受管限外匯管制或稅務（包括預扣稅）的規則及規例的轉變，以及經濟或貨幣政策轉變所影響。

2. 市場／流通性風險

投資於指定基金須承受市場波動、流通性及投資證券的其他固有風險。因此，指定基金以及成分基金的投資價值可升亦可跌，成員未必可取回所投資的款額。

3. 信貸／對手方風險

如某指定基金的資產所投資或存置的任何金融機構，或某指定基金所投資的證券之對手方違責或蒙受無力償債或其他財政困難，該指定基金的價值或會受影響。投資於較低信貸評級債務證券的指定基金與投資於較高信貸評級債務證券的基金相比，或須承受較高的信貸及對手方風險。

4. 利率風險

利率可能有波動。投資於債務證券的指定基金尤其容易受利率變動所影響，並且可能會遭受價格大幅波動。利率的任何波動可影響成分基金直接或透過其指定基金所收到的收益。此外，若干債務證券的價值或會因應對信用可靠性、政治穩定性或經濟政策穩健程度的看法而波動。

5. 新興市場風險

若干指定基金所投資的某些國家被當為新興市場。由於新興市場傾向較已發展市場波動，在新興市場的任何持股須承受較高水平的市場風險。某些新興國家的證券市場尚未發展成熟，在某些情況下可能導致潛在缺乏流通性。某些新興市場的會計、審計及財務報告準則可能不及國際標準嚴格。因此，某些公司未必作出若干重要資料披露。在某些情況下，新興市場政府對經濟保留高度的直接控制，並且可能採取造

成突如其來及廣泛影響的行動，例如交易暫停及中止，可影響資產的估值。投資於新興市場的產品亦會變得不流通，從而限制投資經理變現部分或全部投資組合的能力，以及影響資金調回。再者，新興市場的現有法律或法規的詮釋或應用或會對有關指定基金的投資造成不利影響。

6. 集中性風險

集中投資於某單一地區或國家或某單一行業的指定基金（或指定基金所投資的另一基金），與更多元化的基金比較，或須承受較大的波動性風險。

7. 投資於小型公司所附帶的風險

股本規模相對較小的公司（小型公司）的證券，與股本規模較大的公司相比，或須承受較高的波動性。概括而言，造成這高水平波動性的首要原因為小型公司財務資源有限，使該等公司抵禦營商環境轉變的能力較低。其次是小型公司股份的買賣較不頻密，交投量亦較為有限，故此與較大型公司相比，價格變動會較為突然或飄忽不定。第三，指定基金所投資的小型公司的證券市場，與大型公司的證券市場相比，流通性相對不足。

8. 投資於金融衍生工具所附帶的風險

某些指定基金可運用金融衍生工具，例如：期貨及期權合約。此等類型工具的價值或回報以相關資產的表現為基礎。此等工具可屬波動，並涉及多種不同風險，包括市場風險、欠缺相互關係或槓桿效應的風險、流通性風險或對手方不履約或違約的風險。

9. 與投資於低評級債務證券及違約債務證券有關的風險

某些指定基金可投資於低評級或低於投資級別的債務證券。除了較高的信貸風險及對手方風險外，此等債務證券須承擔的價格波動風險一般會高於評級較高的債務證券。此外，某些指定基金可投資於發行人不再從中作出利息支付的債務證券（即違約債務證券）。此類證券因違約而虧損的風險或會相當大，理由是此類證券一般並無抵押及其還款次序通常後於發行人的其他債權人。此等證券一般是流通性不足，並可能會在發行人違約之前損失其大部份價值。

10. Currency risk

Some of the Designated Funds may invest in whole or in part in assets quoted in other currencies. Performance may therefore be affected by movements in the exchange rate between the currencies in which the assets are held and their respective base currencies.

Some of the Designated Funds may engage in currency hedging to reduce exchange rate fluctuations. There is no assurance that the hedging objective will be achieved, and currency hedging may limit the benefit from any increase in value of the hedged currency, and expose a Designated Fund to any gains / losses on and the costs of the relevant financial instrument.

11. U.S. Foreign Account Tax Compliance Act

Under the U.S. Foreign Account Tax Compliance Act (“**FATCA**”), a foreign financial institution (“**FFI**”) is required to report to the U.S. Internal Revenue Service (“**IRS**”) certain information on U.S. persons that hold accounts with that FFI outside the U.S. and to obtain their consent to the FFI passing that information to the IRS.

In general, an FFI which does not sign or agree to comply with the requirements of an agreement with the IRS (“**FFI Agreement**”) in respect of FATCA and/or is not otherwise exempt from doing so may face a 30% withholding tax (“**FATCA Withholding Tax**”) on all “withholdable payments” derived from U.S. sources, including U.S. sourced dividends, interest and certain derivative payments made on or after 1 July 2014. In addition, starting from 1 January 2019, gross proceeds such as sales proceeds and returns of principal derived from stocks, debt obligations and other assets generating U.S. source dividends or interest will be treated as “withholdable payments”. It is expected that certain non-U.S. source payments attributable to amounts that would be subject to FATCA withholding (referred to as “foreign passthru payments”) may also be subject to FATCA withholding starting no earlier than 1 January 2019, though the US tax rules on “foreign passthru payment” in U.S. Treasury Regulations are currently pending.

The Hong Kong government has entered into an intergovernmental agreement with the U.S. (“**IGA**”) for the implementation of FATCA, adopting “Model 2” IGA arrangements. Under this “Model 2” IGA arrangements, FFIs in Hong Kong would be required to register with the U.S. IRS and comply with the terms of FFI Agreement. Otherwise they will be subject to a 30% withholding tax on relevant U.S.-sourced payments made to them.

FATCA applies to the Plan. The Plan is obligated to comply with FATCA and is treated as a “sponsored investment entity” and hence a “deemed-compliant FFI” under the Hong Kong IGA. The Plan’s “sponsoring entity” for FATCA purposes has agreed to cause the Plan to comply with FATCA (including with applicable terms, to which the Plan is subject, of an FFI Agreement).

The Plan will endeavour to satisfy the requirements imposed under FATCA and the terms of the FFI Agreement to avoid any FATCA Withholding Tax. To do so, the Trustee, the Sponsor and/or any of their authorised person(s) (as permissible under applicable law or regulation) (“**Authorised Person**”), on behalf of the Plan, may require a Member to:

- (i) provide to the Trustee, the Sponsor and/or any of their Authorised Person(s) certain information (e.g. the Member’s status as a U.S. or non-U.S. person, the Member’s name, address, U.S. federal taxpayer identification number (if any) etc.); and
- (ii) consent to the Trustee, the Sponsor and/or any of their Authorised Person(s) reporting this information and the Member’s account information (e.g. account balances and income) to the IRS.

If a Member fails to comply with these obligations, the Trustee, the Sponsor and/or any of their Authorised Person(s) shall be required to report, on behalf of the Plan, information relating to relevant aggregated account balances and the number of non-consenting U.S. accounts to the IRS.

In the event that the Plan were unable to comply with the requirements imposed by FATCA or the terms of an FFI Agreement, the net asset value of the Plan may be adversely affected and the Plan may suffer loss as a result.

Each Member and prospective Member should consult with his own tax advisor as to the potential impact of FATCA in its own tax situation.

12. Risks relating to investing into Chinese securities

Some of the Designated Funds may invest in Chinese securities, including without limitation China A-Shares listed on Chinese stock exchanges, China market access products such as participation notes that provide access to Chinese securities, and fixed income instruments such as debt securities. These securities may be denominated in renminbi (RMB). These investments are subject to risks associated with investing in China markets, and where applicable, RMB currency risk, including:

- *China market risk*: China is a developing country, and investing in China securities is subject to risks of investing in emerging markets. Regulatory and legal framework may be subject to significant change as a result of changes in political, social or economic policies. Chinese accounting standards may deviate significantly from international accounting standards. Settlement and clearing systems may be prone to higher risk of error or inefficiency.

Investors should also be aware that changes in the PRC taxation legislation could affect the amount of income which may be derived, and the amount of capital returned, from investments. Laws governing taxation will continue to change and may contain conflicts and ambiguities.

The means of accessing Chinese securities may be restricted, e.g. investment through Qualified Foreign Institutional Investor (QFII) quota is subject to quota

10. 貨幣風險

某些指定基金可全部或部分投資於以其他貨幣報價的資產。因此，表現受所持資產的貨幣與其各自的基本貨幣之間的匯率變動所影響。

某些指定基金可進行貨幣對沖以減低匯率的波動。概不保證對沖目標將會達致，及貨幣對沖或會對從被對沖貨幣價值任何增加所得的利益有所限制，以及使指定基金從相關金融工具取得任何收益／虧損及承擔成本。

11. 美國海外帳戶稅收合規法案

根據美國海外帳戶稅收合規法案(「**FATCA**」)，海外金融機構(「**海外金融機構**」)須向美國國家稅務局(「**美國國家稅務局**」)匯報與在美國以外持有該海外金融機構的帳戶的美國人士有關的若干資料，並獲該等美國人士同意海外金融機構可向美國國家稅務局呈交有關資料。

總括而言，如海外金融機構並無簽訂或同意遵循與美國國家稅務局就**FATCA**訂定的協議(「**海外金融機構協議**」)之規定及／或並未獲豁免簽訂或同意遵循有關規定，可能就所有源於美國的「可預扣付款」(包括在2014年7月1日或其後作出的源於美國的股息、利息及若干衍生性付款)面對30%的預扣稅(「**FATCA 預扣稅**」)。此外，由2019年1月1日起，所得款項總額，例如來自產生美國來源股息或利息的股票、債務責任及其他資產的銷售所得款項及本金返還，將被視作「可預扣付款」。由不早於2019年1月1日起，儘管美國財政部規例中有關「外國轉付款項」的美國稅務規則現時仍屬待定，但若干不可歸屬於美國來源且須繳納**FATCA**預扣稅的付款(稱為「外國轉付款項」)預料亦須遵從**FATCA**預扣規定。

香港政府已與美國訂立跨政府協議(「**跨政府協議**」)，以實施**FATCA**及採納「版本二」跨政府協議安排。根據此「版本二」跨政府協議安排，香港的海外金融機構將需在美國國家稅務局登記，並遵循海外金融機構協議的條款。否則，該等海外金融機構將須就向其支付的相關美國來源款項繳納30%的預扣稅。

FATCA適用於本計劃。本計劃須遵循**FATCA**，並會被視為「保薦投資實體」，繼而被視為香港跨政府協議下的「視作遵循海外金融機構」。本計劃為**FATCA**目的之「保薦實體」已同意讓本計劃遵循**FATCA**(包括遵循本計劃須遵守的海外金融機構協議之適用條款)。

本計劃將竭力符合**FATCA**及海外金融機構協議的條款所施加的規定，以避免任何**FATCA**預扣稅。為此，受託人、保薦人及／或其任何獲授權人士(如適用法律或法規允許)(「**獲授權人士**」)可能代表本計劃需要成員：

- (i) 向受託人、保薦人及／或其任何獲授權人士提供若干資料(例如成員為美國或非美國人士的身份、成員的名稱、地址、美國聯邦稅務識別號碼(如有)等等)；及
- (ii) 同意受託人、保薦人及／或其任何獲授權人士向美國國家稅務局匯報有關資料，以及匯報成員的帳戶資料(例如帳戶結餘及收益)。

如成員未能履行該等責任，受託人、保薦人及／或其任何獲授權人士將需代表本計劃向美國國家稅務局匯報與不願意履行責任的美國帳戶有關的相關總帳戶結餘及數目的資料。

如果本計劃未能遵從**FATCA**或海外金融機構協議的條款所施加的規定，計劃的資產淨值可能受到不利影響，以及本計劃可能因而蒙受損失。

各成員及準成員應就**FATCA**在其本身的稅務情況下的潛在影響諮詢其稅務顧問。

12. 與投資中國證券相關的風險

部份指定基金可能投資於中國證券，包括但不限於在中國證券交易所上市的中國A股、可進入中國市場的金融工具(例如可取得投資於中國證券的參與票據)及定息工具(例如債務證券)。此等證券可能以人民幣為單位。此等投資須承受投資於中國市場所附帶的風險及(如適用)人民幣貨幣風險，包括：

- **中國市場風險**：中國為發展中國家，而投資於中國證券須承受投資新興市場的風險。監管及法律框架可能因政治、社會或經濟政策改變而出現重大變動。中國會計準則與國際會計準則之間可能存在重大偏差。交收及結算系統可能易有較高的錯誤或低效率風險。

投資者亦應注意，中國稅務法例的變更或會影響可從投資產生的收益金額及收回的資本金額。監管稅務的法律將持續改變，並可能存在衝突及含糊不清。

取得投資於中國證券的途徑可能受到限制，例如透過合格境外機構投資者(QFII)額度進行投資涉及額度限制，以及

limitations, as well as restrictions on holding period, remittance and repatriation, which may impact investments unfavourably.

- *Liquidity risk:* The relevant Chinese securities may not be listed or there may not be an active secondary market, or access may be restricted, or in adverse circumstances, trading on an exchange could be suspended. Consequently liquidity may be low and bid and offer spread may be large, which may adversely affect the value of investment.
- *Renminbi currency risk:* RMB is not freely convertible and is subject to exchange control. In addition, if a Designated Fund is denominated in a currency other than RMB, a devaluation in RMB could adversely affect the value of investment.
- *Stock Connect risk:* The relevant rules and regulations on the Shanghai-Hong Kong Stock Connect and the Shenzhen-Hong Kong Stock Connect (together “Stock Connect”) are subject to change which may have potential retrospective effect. The Stock Connect is subject to quota limitations. Where a suspension in the trading through the programme is effected, a Designated Fund’s ability to invest in China A-shares or access the PRC market through the programme will be adversely affected. In such event, the Designated Fund’s ability to achieve its investment objective could be negatively affected.

13. Risk of investing in convertible bonds and contingent convertible bonds

Some of the Designated Funds may invest in convertible bonds and contingent convertible bonds. Convertible bonds have investment characteristics of both debt and equity securities. A convertible bond gives its holders the right to convert the bond into shares of the issuing company according to predetermined terms during a conversion period or at conversion dates. Investing in convertible bonds is normally associated with increased creditworthiness risk and downgrading risk, risk of default, risk of interest rate changes, prepayment risks, general market risk and liquidity risk. The value of convertible bonds may be affected by the price movement of the underlying securities (i.e. equities), among other things. Convertible bonds may also have call provisions and other features which give rise to the risk of a call. All these factors may adversely impact the net asset value of these Designated Funds.

In addition, under the terms of a contingent convertible bond, certain triggering events could cause the permanent write-down to zero of principal investment and/or accrued interest or a conversion to equity. Investment in contingent convertible bonds may entail risks including, but not limited to, capital structure inversion risk, trigger level risk, conversion risk, coupon cancellation risk, call extension risk, industry concentration risk, yield/valuation risk, liquidity risk and unknown risk.

14. Risk of investing in collective investment schemes

Some of the Designated Funds may invest in other collective investment schemes and will be subject to the risks associated with the underlying collective investment schemes. The relevant Designated Fund does not have control of the investments of the underlying collective investment schemes and there is no assurance that the investment objective and strategy of the underlying collective investment schemes will be successfully achieved which may have a negative impact to the net asset value of the Designated Fund.

Some of the underlying collective investment schemes in which the Designated Fund may invest may not be regulated by the Securities and Futures Commission. There may be additional costs involved when investing into these underlying collective investment schemes. There is also no guarantee that the underlying collective investment schemes will always have sufficient liquidity to meet the Designated Fund’s redemption requests as and when made.

15. Risks associated with investing in asset-backed securities and mortgage-backed securities

Some of the Designated Funds may invest directly or indirectly in asset-backed and mortgage-backed securities. Such instruments may be highly illiquid and prone to substantial price volatility, and may be subject to greater liquidity and interest rate risk compared to other debt securities. To the extent that asset-backed and mortgage-backed securities are not guaranteed, such instruments are also subject to credit risk. The main factors for credit risk are the likelihood of the borrower paying the promised cash flows and the value of the collateral. If an underlying borrower becomes insolvent or the collateral loses in value, the asset-backed or mortgage-backed securities may become worthless. Asset-backed and mortgage-backed securities are often exposed to extension and prepayment risks and risks that the payment obligations relating to the underlying assets are not met, which may adversely impact the returns of the securities.

16. Risks associated with investing in debt instruments with loss-absorption features

Some of the Designated Funds may invest directly or indirectly in debt instruments with loss-absorption features (“LAPs”). LAPs are subject to greater risks when compared to traditional debt instruments as such instruments are typically subject to the risk of being written down or converted to ordinary shares upon the occurrence of certain trigger event(s) (e.g. when the issuer is near or at the point of non-viability or when the issuer’s capital ratio falls to a specified level), which are likely to be outside of the issuer’s control. Such trigger events are complex and difficult to predict and may result in a significant or total reduction in the value of such instruments. In the event of the activation of a trigger, there may be potential price contagion and volatility to the entire asset class. LAPs may also be exposed to liquidity, valuation and sector concentration risk.

持有期、資金匯款或調回方面的限制，這可能對投資造成不利影響。

- **流通性風險**：相關中國證券可能並無上市，或無活躍的二級市場，或投資渠道受到限制，或在不利的情況下在交易所的買賣被暫停。因此，流動性可能低，而買賣差價可能大，這可能對投資價值產生不利影響。
- **人民幣貨幣風險**：人民幣不可自由兌換，須受限於外匯管制。此外，倘若指定基金以人民幣以外的貨幣為單位，人民幣貶值可能對投資價值產生不利影響。
- **互聯互通機制風險**：滬港股票市場交易互聯互通機制及深港股票市場交易互聯互通機制（統稱「互聯互通機制」）的相關規則及規例可能變更，且有關變更可能具有追溯效力。互聯互通機制設有額度限制。如果透過該機制進行的交易暫停，指定基金透過該機制投資中國A股或進入中國市場的能力將受到不利影響。在該情況下，指定基金實現其投資目標的能力可能受到負面影響。

13. 投資於可換股債券及或有可換股債券的風險

部份指定基金可能投資於可換股債券及應急可轉債。可換股債券具有債券及股本證券的投資特徵。可換股債券給予其持有人權利，以根據預訂條款於轉換期或於轉換日期把債券轉換為發行公司的股份。投資於可換股債券通常須承擔較高的信貸能力風險及評級下調風險、違約風險、利率變動風險、提前還款風險、一般市場風險及流通性風險。可換股債券的價值或會受到（其中包括）相關證券（即股票）的價格走勢影響。可換股債券亦可能設有提前贖回條款及其他可能構成提前贖回風險的特色。種種因素均可能對相關指定基金的資產淨值構成不利影響。

此外，根據應急可轉債的條款，若干觸發事件或會導致本金投資及／或應計利息被永久註銷至零，或導致轉換為股票。投資於應急可轉債可能附帶風險，包括（但不限於）資本結構逆向風險、觸發水平風險、轉換風險、息票取消風險、贖回延期風險、行業集中程度風險、收益／估值風險、流通性風險及未知風險。

14. 投資於集體投資計劃的風險

部分指定基金可能投資於其他集體投資計劃，並將承受涉及相關集體投資計劃的風險。有關指定基金對於相關集體投資計劃的投資並無控制，且不能保證相關集體投資計劃將成功實現其投資目標及策略，這可能會對指定基金的資產淨值產生負面影響。

指定基金可能投資的部分相關集體投資計劃或不受證券及期貨事務監察委員會規管。投資於此等相關集體投資計劃時可能會涉及額外成本。亦不能保證相關集體投資計劃將時刻具備充足流動性應付指定基金作出的贖回要求。

15. 與投資於資產抵押證券和按揭抵押證券相關的風險

部分指定基金可能直接或間接投資於資產抵押和按揭抵押證券。此等工具可能非常缺乏流動性，並且容易出現大幅價格波動，而且與其他債務證券相比，此等工具可能承受更大的流動性及利率風險。倘資產抵押和按揭抵押證券沒有保證，該等工具亦可能承受信貸風險。信貸風險的主要因素是借款人支付承諾現金流的可能性和抵押品的價值。倘相關借款人無力償債或抵押品價值減少，則資產抵押或按揭抵押證券可能變得沒有價值。資產抵押和按揭抵押證券通常承受延期及提前還款風險以及有關相關資產的支付義務無法履行的風險，這可能對證券的回報造成不利影響。

16. 與投資於具吸收虧損特點的債務工具相關的風險

部分指定基金可能直接或間接投資於具吸收虧損特點的債務工具（「LAP」）。與傳統債務工具相比，LAP可能承受更高風險，因為當發生若干可能非發行人所能控制的觸發事件（例如當發行人瀕臨或正處於無法持續經營狀態或發行人的資本比率跌至某一特定水平）時，該等工具通常會承受註銷或轉換為普通股的風險。該等觸發事件為複雜、難以預料，並可能令該等工具的價值大幅下降，甚至降至毫無價值。倘若發生觸發事件，價格及波動性風險可能會蔓延至整個資產類別。LAP亦可能承受流動性、估值及行業集中風險。

A Designated Fund may invest directly or indirectly in contingent convertible debt securities (“**CoCos**”) which are highly complex and are of high risk. Upon the occurrence of the trigger event, CoCos may be converted into shares of the issuer (potentially at a discounted price), or may be subject to the permanent write-down to zero. Coupon payments on CoCos are discretionary and may be cancelled by the issuer at any point, for any reason, and for any length of time.

17. Risks in relation to investments in index-tracking funds

Members should note that the Constituent Funds or their underlying funds may invest in index-tracking funds which can be subject to the following risks:

- (i). market risk of the sector or market tracked by the relevant index;
- (ii). failure to fully replicate the performance of the index;
- (iii). the index composition may change over time which may affect performance;
- (iv). termination of the licence to use the relevant index; and
- (v). an index-tracking fund may be traded at a market price, which may be different from its net asset value and may fluctuate.

In the event of the termination of the licence to use the relevant index, the relevant Constituent Fund or its underlying fund may be required to seek replacement of the index-tracking fund(s) or adopt other investment alternatives.

18. Other risk factors

Investment in the Plan is not equivalent to placing funds on deposit with a bank or deposit taking company. Investments in the Plan should be regarded as a medium to long-term investment.

指定基金可能直接或間接投資於高度複雜並具有高風險的或有可換股債券(「CoCo」)。當發生觸發事件時，CoCo可能按折讓價轉換為發行人的股份，或可能會永久註銷至零。CoCo的票息由發行人酌情支付，並可由發行人於任何時候，基於任何原因取消並持續任何期間。

17. 與投資於緊貼指數基金相關的風險

成員應注意，成分基金或其基礎基金可投資於可能承受以下風險的緊貼指數基金：

- (i) 相關指數追蹤的行業或市場的市場風險；
- (ii) 未能完全複製指數的表現；
- (iii) 指數的組成可能隨著時間改變，而或會影響表現；
- (iv) 使用有關指數的特許權被終止；及
- (v) 緊貼指數基金可能有別於其資產淨值的市價買賣，並可能出現波動。

倘使用有關指數的特許權被終止，相關成分基金或其基礎基金可能需要尋求取代緊貼指數基金或採用其他投資方式。

18. 其他風險因素

投資於本計劃並不等於將資本存置為在某銀行或接受存款公司的存款。投資於本計劃應被當為一項中、長線投資。

Establishment and Termination of Constituent Funds

Creation of New Constituent Funds

The Trustee, with the consent of the Sponsor, may in the future create new Constituent Funds for investment by employers and Members.

Change in Designated Fund in which Defined Contribution Fund invests

Initially, each of the Defined Contribution Funds will invest in the Designated Fund noted in Appendix 1. The Trustee, with the consent of the Sponsor, may change the Designated Fund in which a Defined Contribution Fund invests by giving notice to employers and to Members entitled to exercise investment choice in accordance with the relevant regulatory requirements and the Trust Deed.

Closure of Defined Contribution Funds to Future Investment

The Trustee, with the consent of the Sponsor, may close a Defined Contribution Fund to future investment, either for employers and Members generally or for a particular group of employers and Members employed by such employers e.g. a Defined Contribution Fund may be closed to investment by employers who join the Plan after a certain date.

Where the Trustee decides to close a Defined Contribution Fund to future investment by existing employers and Members, the Trustee will give notice to the relevant employers and Members entitled to exercise investment choice of such closure within such reasonable period as the Trustee and the Sponsor may agree subject to the approval of the Commission. Where the Trustee has made a determination to close a Defined Contribution Fund, any direction given by the employers or any Mandate given by the Members directing investment of contributions in the closed Defined Contribution Fund shall be of no effect in relation to such investment. Employers and Members entitled to exercise investment choice will have the opportunity (so far as is practicable) to direct any future contribution to be invested in the closed Defined Contribution Fund to any of the other Defined Contribution Funds. Employers and Members entitled to exercise investment choice who fail to give such directions shall be deemed to have given directions to invest the relevant future contributions in a Defined Contribution Fund as specified by the Trustee in the said notice. The Trustee may, with the consent of the Sponsor, determine that a Defined Contribution Fund that has been closed to future investment will be re-opened. The Trustee will give relevant employers and Members entitled to exercise investment choice notice of the decision to re-open the Defined Contribution Fund to future investment.

Termination of Constituent Funds

Unless the Trustee exercises its power to change the Designated Fund for the relevant Defined Contribution Fund, a Defined Contribution Fund shall automatically terminate if the Designated Fund in which it invests is terminated. Employers and Members entitled to exercise investment choice will have the opportunity (so far as is practicable) to direct that amounts currently invested in the terminating Defined Contribution Fund and any future contribution to be invested in the terminating Defined Contribution Fund are transferred to any of the other Defined Contribution Funds. Employers and Members entitled to exercise investment choice who fail to give such directions shall be deemed to have given directions to switch the invested amounts into the Default Fund, and to invest the relevant future contributions in the Default Fund.

In addition, the Trustee may terminate a Constituent Fund with the consent of the Sponsor (and, for Defined Benefit Funds, the relevant employer). For Defined Contribution Funds, the Trustee will give notice of termination to employers and to Members entitled to exercise investment choice in accordance with the relevant regulatory requirements and the Trust Deed. Where the Trustee gives such notice, employers and Members entitled to exercise investment choice will have the opportunity to direct the transfer of amounts currently invested in the terminating Defined Contribution Fund and any future contribution amounts to be invested in the terminating Defined Contribution Fund to any of the other Defined Contribution Funds. Employers and Members entitled to exercise investment choice who fail to give such directions shall be deemed to have given directions to switch the invested amounts into the Default Fund, and to invest the relevant future contributions in the Default Fund.

成分基金的成立及終止

增設新的成分基金

在保薦人的同意下，受託人日後可增設新的成分基金，供僱主及成員投資。

更改界定供款基金所投資的指定基金

每一界定供款基金初期將投資於附錄一內所列的指定基金。在保薦人的同意下，受託人可按照有關監管規定及信託契約向僱主及有權行使投資選擇權的成員發出通知，更改界定供款基金所投資的指定基金。

界定供款基金停止接受日後投資

受託人經保薦人同意可停止個別界定供款基金接受一般僱主及成員或特定組別的僱主及該等僱主所僱用的成員的日後投資，例如：個別界定供款基金可停止接受在特定日期後加入本計劃的僱主所作的投資。

倘受託人決定停止個別界定供款基金接受現有僱主及成員所作的日後投資，受託人將於受託人與保薦人協定、並經證監會批准的合理期間內給予有關僱主及有權行使投資選擇權的成員有關停止的通知。倘受託人已決定界定供款基金停止接受投資，任何由僱主發出的指示或由成員發出的授權書指示將供款投資於已停止接受供款的界定供款基金將對該投資無任何效力。僱主及有權行使投資選擇權的成員將有機會（在可行範圍內）指示把將投資於已停止接受投資的界定供款基金的任何日後供款，轉移到任何其他界定供款基金。僱主及有權行使投資選擇權的成員如未能發出該等指示，將被視為已發出指示把有關日後供款投資於受託人在有關通知中列明的界定供款基金。受託人經保薦人同意後可決定將已停止接受日後投資的界定供款基金重新開放接受投資。受託人將給予有關僱主及有權行使投資選擇權的成員，有關決定重新開放該界定供款基金接受日後投資的通知。

成分基金的終止

除非受託人行使為有關界定供款基金更改指定基金的權力，否則一旦界定供款基金所投資的指定基金終止時，則該界定供款基金須自動終止。僱主及有權行使投資選擇權的成員亦將有機會（在可行範圍內）指示將當時投資於將要終止的界定供款基金的款項及將投資於將要終止的界定供款基金的任何日後供款，轉移到任何其他界定供款基金。僱主及有權行使投資選擇權的成員如未能發出該等指示，將被視為已發出指示將已投資款項轉換到既定基金，以及將有關日後供款投資於既定基金。

此外，受託人可終止成分基金，但須經保薦人同意（如終止界定利益基金，則亦須經有關僱主同意）。就界定供款基金而言，受託人將按照有關監管規定及信託契約向僱主及有權行使投資選擇權的成員發出終止通知。如受託人發出上述通知，僱主及有權行使投資選擇權的成員將有機會指示將當時投資於將要終止的界定供款基金的款項及將投資於將要終止的界定供款基金的任何日後供款款項，轉移到任何其他界定供款基金。僱主及有權行使投資選擇權的成員如未能發出該等指示，將被視為已發出指示將已投資款項轉換到既定基金，以及將有關日後供款投資於既定基金。

Administration

Sponsor

The Sponsor of the Plan, Manulife (International) Limited (“Manulife”), is a member of the Manulife Financial group of companies.

Manulife Financial is a leading Canada-based financial services group with principal operations in Asia, Canada and the United States. Manulife Financial has been in Hong Kong for over 110 years and our experience in managing pension schemes can be traced back to 1936. With its wealth of experience and financial strength, Manulife Financial provides provident funds services to both employers and the workforce of Hong Kong.

The Sponsor will set and monitor service standards for the service providers and establish performance benchmarks for the Constituent Funds.

Trustee

RBC Investor Services Trust Hong Kong Limited is trustee of the Plan. The Trustee is a registered trust company in Hong Kong under Part VIII of the Trustee Ordinance and has been approved by the Authority as an Approved Trustee to provide MPF trustee and custodian services.

RBC Investor Services Trust Hong Kong Limited is an indirect subsidiary of RBC Investor Services Bank S.A. (“RISB”). RISB is wholly owned indirectly by Royal Bank of Canada.

RBC Investor Services Trust Hong Kong Limited has been approved by the Commission to act as a trustee to certain Hong Kong pooled retirement funds and collective investment schemes.

RBC Investor Services Trust Hong Kong Limited is one of the leading providers of corporate trust and custody services to mutual funds, unit trusts and provident funds. The Trustee will also act as custodian of the assets of the Plan.

Administrator

The Trustee has appointed BestServe Financial Limited as administrator of the Plan.

With over 20 years of local experience, the pensions administration business of the Administrator serves employees, self-employed persons, employers and MPF/ORSO scheme providers. As at 30 June 2015, the Administrator has 920,000 direct and third-party customers and administers funds and assets exceeding HK\$81 billion.

The Administrator is mainly responsible for the following:

- Maintenance of full accounting records relating to the allocation and current value of contributions paid.
- Calculating and arranging payment of any benefits due to Members, in accordance with the Trust Deed.

Contributions

Contributions should be made in accordance with the Trust Deed and the relevant Deed of Attachment. Contributions made by an employer in respect of a Member vest in that Member in accordance with the vesting scale as specified in the Trust Deed and the relevant Deed of Attachment.

Payment of Contributions

Contributions required to be made under the Trust Deed and the Deed of Attachment must be paid to the Trustee within such times as are required by the Trust Deed and the Deed of Attachment and otherwise as agreed between the Trustee and the relevant employer.

Contributions to the Plan should only be paid to the Trustee. Contributions can be made:

- (1) by SCBHK Direct Debit Facility;
- (2) by cheque drawn on a bank in Hong Kong; or
- (3) in any other manner acceptable to the Trustee.

Investment of Contributions – Defined Benefit Schemes

Contributions will be invested in the Designated Funds according to prior instructions given by the employer to the Administrator or according to standing instructions given to the Administrator (which may be changed on payment of future contributions). Alternatively, the employer may agree a different method of investment with the Administrator. All proper instructions given to the Administrator will be processed within 5 business days upon receipt.

Switching of investment between the Designated Funds is unrestricted by giving a written request to the Administrator which will be processed within 5 business days upon receipt.

Investment of Contributions – Defined Contribution Schemes

Employers may either choose to retain control over the investment of contributions in the Defined Contribution Funds or may allow their employees to choose how such contributions are invested.

Investment Choice by Employers

Where the employer chooses to retain control over the investment of contributions, contributions will be invested in the Defined Contribution Funds according to the employer's prior instructions given to the Administrator. All proper instructions given to the Administrator will be processed within 5 business days upon receipt. Alternatively, the employer may give standing instructions to allocate new contributions in a certain proportion (for example, 50% to one of the Defined Contribution Funds in the Money Market range and 50% to one of the Defined Contribution Funds in the Global Equities range). This standing instruction should be sent to the Administrator which will be processed within 5 business days upon receipt.

行政管理

保薦人

本計劃的保薦人宏利人壽保險(國際)有限公司(「宏利」)是宏利金融旗下公司之成員。

宏利金融是加拿大的主要金融服務機構，旗下主要業務遍及亞洲、加拿大和美國。宏利金融在百多年前已紮根於香港，管理退休計劃的經驗則始於一九三六年。透過其豐富經驗與財務實力，標誌宏利金融為香港僱主及僱員提供公積金服務。

保薦人將制定及監管服務提供機構的服務標準，並為成分基金訂立投資表現基準。

受託人

加皇信託香港有限公司是計劃的受託人。受託人是根據受託人條例第VIII部份在香港註冊的信託公司，並獲積金局核准為強制性公積金計劃的認可受託人，提供強積金受託人及保管人服務。

加皇信託香港有限公司是RBC Investor Services Bank S.A. (「RISB」)的間接附屬公司。RISB為Royal Bank of Canada全資間接擁有。

加皇信託香港有限公司獲證監會核准擔任香港的匯集退休基金及集體投資計劃的受託人。

加皇信託香港有限公司是其中一間向互惠基金、單位信託及公積金計劃提供企業信託及保管服務的首要服務提供者。受託人亦兼任計劃資產的保管人。

行政管理人

受託人已委任卓譽金融服務有限公司擔任計劃的行政管理人。

行政管理人擁有逾二十年的本地經驗，轄下的退休金管理業務專門服務僱員、自僱人士、僱主及強制性公積金／職業退休計劃提供者。截至二〇一五年六月三十日，行政管理人擁有九十二萬名直接及第三者客戶，所涉及行政管理的基金及資產逾八百一十億港元。

行政管理人主要負責下列職責：

- 備存有關已支付的供款的分配及現值的全面會計紀錄。
- 按照信託契約計算及安排支付應付予各成員的任何權益。

供款

供款應根據信託契約及有關的附屬契約支付。僱主就某成員作出的供款均根據於信託契約及有關的附屬契約內所訂明的歸屬比率計算歸屬該名成員。

供款的支付

根據信託契約及附屬契約須支付的供款，必須在信託契約及附屬契約所規定的時間內，或按受託人與有關僱主另行協定的時間內支付予受託人。

對本計劃的供款只應支付給受託人。供款可以用下列方式支付：

- (1) 利用渣打銀行(香港)的直接付款方法；
- (2) 簽發由香港的銀行付款的支票；或
- (3) 以受託人可接受的任何其他方式支付。

供款的投資－界定利益計劃

供款將根據僱主先前向行政管理人發出的指示，或根據行政管理人獲得的持續有效的指示(該指示可於繳付日後供款時更改)投資於指定基金。另一方面，僱主亦可與行政管理人議定不同的投資方法。所有向行政管理人發出的正確指示，將於收到後5個營業日內處理。

各指定基金的投資可以書面方式向行政管理人發出指示不限次數轉換為其他指定基金。所有向行政管理人發出的正確指示，將於收到後5個營業日內處理。

供款的投資－界定供款計劃

僱主可選擇保留供款如何投資於界定供款基金的控制權，又或可容許其僱員選擇如何投資該等供款。

由僱主作出投資選擇

若僱主選擇保留對供款如何投資的控制權，供款將根據僱主先前向行政管理人發出的指示而投資於界定供款基金。所有向行政管理人發出的正確指示，會於收到後5個營業日內處理。另一方面，僱主亦可發出持續有效的指示，將新供款的某個比率進行投資分配(例如50%投資於貨幣市場系列的其中一個界定供款基金及50%投資於環球股票系列的其中一個界定供款基金)。向行政管理人發出的持續有效指示可以更改，將於收到後5個營業日內處理。

A distinction can be made in the Defined Contribution Fund selected for allocation of contributions between employers and their employees. For example, an employee's contributions can be allocated in full to one of the Defined Contribution Funds in the Money Market range. This ensures their money is invested in a low risk investment. Then, the employer's contributions can be allocated to the other Defined Contribution Funds which have shown higher returns over the long-term, but with greater volatility.

Switching of investment between the Defined Contribution Funds is unrestricted by giving a written request to the Administrator which will be processed within 5 business days upon receipt provided that there are no multiple transactions for the account, including transactions not limiting to investment switching, during the period under which the switching transaction is to be processed.

Electing Member Choice For an Employer's Scheme

On establishing a Scheme, an employer can elect to give each Member the Member Choice in respect of the Scheme. Alternatively, an employer can elect to adopt Member Choice at a later date. If an employer makes an election at a later date, it must give the Trustee not less than one month's prior written notice that it wishes to introduce Member Choice for its Scheme. The Trustee may agree to a shorter period of notice in any particular case but is not obliged to do so.

Employers must determine whether Members are entitled to direct the investment of both employer and employee contributions or only employee contributions.

If an employer decides to allow Members to direct the investment of employee contributions and their Member's Balance only then (a) the employer will cease to have the right to direct the investment of employee contributions and their Member's Balances, (b) the employer will continue to be entitled to direct the investment of its contributions and the Employer's Balance of its Members.

If an employer decides to allow Members to direct the investment of employee and employer contributions and their Member's Balance and Employer's Balance, the employer will cease to have the right to direct the investment of any such amounts.

Investment in Units

The Trustee will apply contributions made by or on behalf of a Member of a Defined Contribution Scheme to acquire Units in the Defined Contribution Funds in accordance with the instructions of the Member or the participating employer, as applicable. Where the Trustee receives contributions in cleared funds and has reconciled the money, the Trustee will apply the contributions to acquire Units as soon as practicable.

Issue price of Units: The method of deducting Units to pay operating fees and expenses (described below) will mean that the issue price of Units in a Defined Contribution Fund will be the issue price of units of the Designated Fund in which the

Defined Contribution Fund invests on the relevant Valuation Date (for further details, see "Calculation of Unit Prices" below).

General: Fractions of a Unit may be issued to the same number of decimal places as units of the Designated Fund in which the Defined Contribution Fund invests. Contributions representing smaller fractions of a Unit will be accrued and the proceeds from realization of such accrued Units will be used to meet expenses of the Plan. No Units of a Defined Contribution Fund will be issued where the determination of the net asset value of that Defined Contribution Fund is suspended (for further details see "Suspension of Calculation of Net Asset Value" below).

Mandates to Invest Contributions

With effect from the date Member Choice commences for the relevant Scheme, Members must choose to invest their Member's Balance and, if appropriate, their Employer's Balance in one or more of the Defined Contribution Funds.

The forms for Mandates and changes of Mandates are available from the Trustee, the Administrator and the Sponsor. Mandates may be given to the Administrator in writing, by facsimile or any other means acceptable to the Administrator. However, the Administrator will not be responsible to any Member for any loss resulting from the non-receipt of a Mandate sent by facsimile.

An existing Member who fails to give a Mandate will be deemed to have elected to invest amounts in the same manner as immediately prior to the date Member Choice commences for the relevant Scheme. A new Member who fails to give a Mandate will be deemed to have elected to invest amounts in the Default Fund.

Instructions to Change Investments

At any time during the year, Members can give a new Mandate electing:-

- (a) to change the Defined Contribution Funds in which future employee contributions and, if appropriate, employer contributions are invested; and/or
- (b) subject to the restrictions noted below, to change the proportions in which the Member's Balance and, if appropriate, the Employer's Balance are invested in those Defined Contribution Funds.

Such Mandate should be sent to the Administrator which will be processed within 5 business days upon receipt provided that there are no multiple transactions for the account, including transactions not limiting to investment switching, during the period under which the switching transaction is to be processed.

With effect from the date to which the new Mandate has been processed by the Administrator, future employee contributions and, if appropriate, employer contributions will be invested in accordance with the Member's new Mandate until such time as the Member gives a further Mandate.

僱主及其僱員之間的供款亦可分別投資於所選定的界定供款基金。例如僱員的供款可全部投資於貨幣市場系列的其中一個界定供款基金，確保其供款投資於低風險的投資項目。僱主供款則可投資於其他長遠回報率較高但波幅較大的界定供款基金。

各界定供款基金可以書面方式向行政管理人發出指示不限次數轉換為其他界定供款基金。若帳戶沒有多項交易需處理，包括在該投資轉換受理期間並不只限於投資轉換的交易，所有向行政管理人發出的正確指示，將於收到後5個營業日內處理。

由參與僱主計劃的成員作出投資選擇

在設立一項計劃時，僱主可選擇就計劃向每一成員給予成員選擇，亦可選擇於較後時間才採用由成員選擇。僱主若於較後時間才作出選擇，必須至少提前一個月以書面通知受託人，說明希望在計劃內引進成員選擇。受託人可在任何個別情況下議定較短的通知期，但並無義務如此行事。

僱主必須決定成員是否有權就僱主及僱員供款作出投資決定或僅就僱員供款作出投資決定。

假如僱主決定容許各成員只就僱員供款及其成員結餘作出投資指示，(a) 僱主將無權再就僱員供款及其成員結餘作出投資指示，(b) 僱主將繼續有權就其供款及其成員的僱主結餘作出投資指示。

假如僱主決定容許各成員就僱主及僱員供款以及其成員結餘及僱主結餘作出投資指示，僱主將無權再就任何此等款項作出投資指示。

投資於基金單位

受託人將按照成員或參與僱主（以適用者為準）的指示，將由成員作出或代表界定供款計劃的成員作出的供款，用於購入界定供款基金的基金單位。受託人收到已收訖款項之供款並已對帳，受託人將在可行情況下盡快將所收到的供款，用作購入基金單位。

基金單位的發行價格：扣除基金單位以支付營運費用及支出的方法（見下文）意味界定供款基金的基金單位發行價格，等

於該界定供款基金於有關估值日所投資的指定基金的單位發行價格（詳情請參閱下文「基金單位價格的計算」一節）。

一般規定：所發行不足一個單位的基金單位的小數位數目，可以相等於界定供款基金所投資的指定基金單位的小數位數目。供款中代表少於可發行的零星基金單位的餘數將予以累算，而變現該等累算基金單位所得的款項將用於支付本計劃的支出。假如某一界定供款基金的資產淨值暫停確定，該界定供款基金的基金單位將不會發行（詳情請參閱下文「暫停計算資產淨值」一節）。

供款投資授權書

自有關計劃的成員的投資選擇開始之日起，各成員必須選擇將其成員結餘及（如適用）其僱主結餘投資於一個或以上界定供款基金。

授權書表格及授權書更改表格可向受託人，行政管理人或保薦人索取。授權書可以書面、傳真或行政管理人接受的任何其他方式向行政管理人發出。但如因行政管理人未收到以傳真發出的授權書而引致任何損失，行政管理人概不對任何成員負責。

未能發出授權書的現有成員，將會被當作已選擇以緊接有關計劃成員投資選擇之日開始之前的同樣模式投資其款額。未發出授權書的新成員將視作已選擇投資於既定基金。

更改投資的指示

於每年任何時間，各成員可發出新的授權書選擇：

- (a) 更改日後僱員供款及（如適用）僱主供款所投資的界定供款基金；及／或
- (b) 在符合下文所述限制的條件下，更改成員結餘及（如適用）僱主結餘在界定供款基金中的投資比例。

此授權書須發給行政管理人。若帳戶沒有多項交易需處理，包括在該投資轉換受理期間並不只限於投資轉換的交易，行政管理人將於收到後5個營業日內處理。

自行政管理人已處理新的授權書之日起，日後的僱員供款及（如適用）僱主供款將按照成員的新的授權書進行投資，直至成員繼而發出授權書為止。

Notifying Investment Choices to the Administrator

A Member's Mandate:-

- (a) must be in writing addressed to the Administrator; and
- (b) must specify the percentages in which amounts are to be invested in each Defined Contribution Fund in multiples of 5%.

The Administrator will process the Mandate within 5 business days upon receipt provided that there are no multiple transactions for the account, including transactions not limiting to investment switching, during the period under which the switching transaction is to be processed.

Benefits

Entitlement to Benefits

A Member will become entitled to benefits in respect of contributions to the Plan in the circumstances set out in the Trust Deed and the relevant Deed of Attachment. Unless the Deed of Attachment states otherwise, these circumstances include (i) retirement and (ii) leaving employment of the relevant employer.

Minimum MPF Benefits

Pursuant to the Mandatory Provident Fund Schemes (Exemption) Regulation (the "Regulation"), the member's benefits accrued under an MPF exempted ORSO registered scheme (the "Exempted Scheme") of a member who joined the Exempted Scheme after 1 December 2000 and is defined as a new member under the Regulation will be subject to the preservation, portability and withdrawal requirements up to an amount equivalent to the Minimum MPF Benefits.

Realisation of Investments of Defined Benefit Schemes

Where a Member of a Defined Benefit Scheme becomes entitled to benefits, the Trustee will realise assets of the Defined Benefit Scheme sufficient to pay such benefits to the Member.

Realisation of Investments of Defined Contribution Schemes

Where a Member of a Defined Contribution Scheme becomes entitled to benefits, the Trustee will realise all the Units held to the account of the Member. Subject as noted below, Units will be realised as soon as practicable after the date the entitlement arises and the date the Trustee is notified of such entitlement, whichever is the later.

Units will be realised at a price based on the realisation price of the Units in the Designated Fund in which the relevant Defined Contribution Fund invests on the relevant Valuation Date.

Realisation of Units will be suspended and payment of benefits will be delayed where the determination of the net asset value of the relevant Defined Contribution Fund is suspended (for further details see "Suspension of Calculation of Net Asset Value" below).

Payment of Benefits

Subject as noted below, benefits will be paid as soon as reasonably practicable and in any event within 30 days after the Trustee receives a duly completed claim for payment of such benefits. Payment may be delayed where contributions in respect of the relevant Member remain outstanding or if the claimant fails to satisfy the Trustee that he or she is entitled to the benefits. No interest will be paid in respect of the period from the date the entitlement to benefits arises to the payment of those benefits.

Benefits will be paid in HK dollars to the relevant recipient at the recipient's risk by cheque unless otherwise agreed between the Trustee and the relevant recipient. Bank charges (if any) incurred in making payment will be borne by the relevant recipient and accordingly will be deducted from the amount of the benefit.

Transfers to and from other schemes

The Trust Deed permits the Trustee to accept transfers from other schemes in respect of a Member, subject to the consent of the employer of the relevant Member and compliance with the requirements under the ORS Ordinance relating to the transfer of benefits.

The Trust Deed also contains provisions for the transfer of amounts held to the credit of a particular Member or Members and for the transfer of all the assets of a particular Scheme to another scheme in which such Members participate.

就投資選擇通知行政管理人

成員的授權書：

- (a) 必須以書面致行政管理人；及
- (b) 必須以5%的倍數列明供款在每一界定供款基金的投資比率。

若帳戶沒有多項交易需處理，包括在該投資轉換受理期間並不只限於投資轉換的交易，行政管理人將於接獲授權書後5個營業日內處理。

權益

享有權益

各成員在信託契約及有關的附屬契約所列的情況下，將有權就本計劃的供款獲得權益。除非附屬契約另行訂明，該等情況包括(i)退休，及(ii)不再受僱於有關僱主之時。

最低強積金利益

根據《強制性公積金計劃(豁免)規例》[「豁免規例」]，凡於二〇〇〇年十二月一日後參加獲強制性公積金(強積金)豁免的職業退休註冊計劃〔「豁免計劃」〕並根據豁免規例所界定的新成員，其在豁免計劃內累算所得的利益將受制於利益保存、可調動性及提取的規定，惟適用範圍僅限於累算利益中等同不超過最低強積金利益的款額。

界定利益計劃的投資變現

在界定利益計劃的成員有權獲得權益之時，受託人將把界定利益計劃的資產變現，以足夠支付該等權益予有關成員。

界定供款計劃的投資變現

在界定供款計劃的成員有權獲得權益之時，受託人將把該名成員持有的所有基金單位變現。在符合下文規定的條件下，基金單位將在以下日期中較後的日期後盡快在可行情況下變現：成員享有權益之日及受託人接獲有關該成員應享有權益的通知之日。

基金單位將會依據有關界定供款基金於有關估值日所投資的指定基金的基金單位的變現價而被變現。

在暫停確定有關界定供款基金資產淨值的任何期間(詳情請參閱下文「暫停計算資產淨值」一節)，基金單位將暫停變現，而權益亦會延遲支付。

權益的支付

在符合下文所述的情況下，權益將在合理可行情況下盡快並無如何不得遲於在受託人收到填妥的支付權益要求後30日內支付。如有關成員的供款逾期未付或要求支付權益的人未能令受託人信納其有權享有權益，則可能會延遲付款。自成員有權獲得權益之日至支付權益之日的期間，將不獲支付利息。

除非受託人與有關的收款人另行議定，否則權益將以港幣支票支付予有關收款人，風險由收款人自行承擔。付款引致的任何銀行費用將由有關收款人承擔，亦將會從權益款項中相應扣除。

與其他計劃往來轉換

信託契約准許受託人接受某名成員來自其他計劃的轉移要求，但須得到有關成員的僱主的同意並遵守《職業退休計劃條例》下有關轉移利益的規定。

信託契約亦載有轉移一位或以上成員享有的累計權益及轉移某一計劃的所有資產至該等成員所參與的另一計劃的規定。

Valuation of Constituent Funds

Except as noted below, the Trustee will value each Constituent Fund on each Valuation Date, being each Business Day.

The Trustee may with the consent of the Sponsor and by prior notice to employers determine that any other day or days shall be a Valuation Date for the purposes of the relevant Constituent Fund. An employer may also request the Trustee to determine that any other day or days shall be a Valuation Date for the purposes of the employer's Scheme.

Calculation of Net Asset Value

The net asset value of each Defined Contribution Fund as at a Valuation Date will be determined based on the unit price for the Designated Fund in which the relevant Defined Contribution Fund invests.

The net asset value of each Defined Benefit Fund as at a Valuation Date will be determined in such manner as the Trustee, after consulting the relevant employer, may determine.

Calculation of Unit Prices for Defined Contribution Funds

On each Valuation Date, the Trustee will calculate a new Unit price for each Defined Contribution Fund. The Plan will be administered so that the Unit price for a Defined Contribution Fund will be the same as the unit price for the Designated Fund in which it invests.

Publication of Unit Prices for Defined Contribution Funds

The Unit prices of each Defined Contribution Fund will be published daily in The Standard and Hong Kong Economic Times and such other newspapers as the Trustee and Sponsor may agree from time to time (if any).

Suspension of Calculation of Net Asset Value

The Trustee may, after giving notice to the Sponsor, declare a suspension of the determination of the net asset value of any Constituent Fund for the whole or any part of any period during which:-

- (a) there is a restriction of trading on any securities market on which a substantial part of the investments of that Constituent Fund is normally traded or a breakdown in any of the means normally employed in ascertaining the prices of investments, the net asset value or the price of units; or
- (b) for any other reason the prices of investments of that Constituent Fund cannot, in the opinion of the Trustee, reasonably, promptly and fairly be ascertained; or
- (c) in the opinion of the Trustee, it is not reasonably practicable to realise any investments of that Constituent Fund; or it is not reasonably practicable to do so without seriously prejudicing the interests of members (including where subscription or redemption of investments in the Designated Fund for such Constituent Fund are suspended); or

- (d) the remittance or repatriation of funds which will or may be involved in the realisation of, or in the payment for, the investments of that Constituent Fund or the issue or redemption of units is delayed or cannot, in the opinion of the Trustee, be carried out promptly at normal rates of exchange.

The first Business Day following the cessation of a suspension shall be a Valuation Date for the relevant Constituent Fund.

Whenever the Trustee declares such a suspension it shall, as soon as may be practicable after any such declaration and at least once a month during the period of such suspension, publish a notice in The Standard and Hong Kong Economic Times and/or cause a notice to be given to the relevant employer (in the case of a Defined Benefit Fund) or to employers and Members of Defined Contribution Schemes (in the case of a Defined Contribution Fund) stating that such declaration has been made.

Charges and Expenses

Trustee and Management Fees

The Trust Deed provides for payment of a trustee fee to the Trustee (which includes the fees payable to the Administrator) and a management fee to any investment managers appointed for the Constituent Funds. Such fees are calculated as a percentage of the net asset value of the relevant Constituent Fund as at each month end.

The percentage levels of these fees for each Constituent Fund are as set out in Appendix 2.

Payment Mechanism for Charges and Expenses

The trustee and management fees are paid as follows:-

- for Defined Benefit Funds, out of the assets of the relevant Defined Benefit Fund;
- for the Defined Contribution Funds, by redeeming Units of the Defined Contribution Fund at the last Valuation Date in each month (and as at the leaving date on a pro rata basis for Members leaving during a month) and using the redemption proceeds to pay the above fees. The total Units redeemed will be allocated on a pro rata basis amongst Members in proportion to their holding in the relevant Defined Contribution Fund so that there will be a corresponding reduction in the number of Units credited to the accounts of Members. Member statements will show the number of Units realised to meet fees. Members should note that performance of a Designated Fund will only represent the gross return of the respective Defined Contribution Fund. The net return of the Defined Contribution Fund in percentage terms will be the gross

成分基金的估值

除下文所述外，受託人將於每一估值日（各為營業日）為每一成分基金進行估值。

在保薦人同意並在事先通知僱主的情況下，受託人可訂下任何其他一個或以上日子為有關成分基金的估值日。僱主亦可要求受託人訂下任何其他一個或以上日子為僱主的計劃的估值日。

資產淨值的計算

每一界定供款基金於估值日的資產淨值，將按有關界定供款基金所投資的指定基金的單位價格釐定。

每一界定利益基金於估值日的資產淨值，將按受託人，經諮詢有關僱主後，所決定的方法釐定。

界定供款基金的基金單位價格的計算

在每一個估值日，受託人將為每一界定供款基金計算新的基金單位價格。本計劃將會為使界定供款基金的基金單位價格與其所投資的指定基金的基金單位價格相同，而受到相應管理。

刊登界定供款基金的基金單位價格

每一界定供款基金的基金單位價格，將每日在英文虎報及香港經濟日報，及受託人與保薦人不時同意的其他報章（如適用）刊登。

暫停計算資產淨值

受託人在向保薦人發出通知之後，可在下列情況出現的全部或任何部分期間，宣布暫停確定任何成分基金的資產淨值：

- (a) 該成分基金重大部分的投資通常進行買賣的任何證券市場出現限制買賣的情況，或通常用以釐定投資價格、資產淨值或基金單位價格的任何計算工具發生故障；或
- (b) 受託人認為該成分基金的投資價格因任何其他原因不能合理、迅速和公平地釐定；或
- (c) 受託人認為將該成分基金的任何投資變現並非合理可行；或無法在不嚴重損害各成員的利益下合理可行地完成此舉（包括在該成分基金的指定基金暫停認購或贖回投資的情況下）；或

- (d) 如變現或支付該成分基金的投資將會或可能涉及的資金匯兌或調回，或基金單位的發行或贖回出現延誤，或受託人認為不能以正常匯率迅速進行。

暫停估值結束後第一個營業日即為有關成分基金的估值日。

每當受託人宣布暫停估值，受託人須在作出上述宣布後在可行範圍內盡快及在暫停估值期間至少每月一次在英文虎報及香港經濟日報刊登通知及／或向有關僱主（如屬界定利益基金）或向界定供款計劃的僱主及成員（如屬界定供款基金）發出通知，說明已作出上述宣布。

費用及收費

受託人及管理人費用

信託契約規定向受託人繳付信託費（包括向行政管理人支付的費用）及向任何為成分基金而委任的投資經理繳付管理費。該等費用按有關成分基金的每個月月底的資產淨值的某個百分率計算。

每一成分基金的此等收費比率載列於附錄二內。

支付費用及收費的機制

信託費及管理費：—

- 就界定利益基金而言，從有關的界定利益基金的資產中支付；
- 就界定供款基金而言，在每月之最後估值日（及於各成員在某個月離職時的離職日按比例計算）贖回有關的界定供款基金的基金單位並以贖回所得款項支付上述費用。贖回的基金單位總數將按各成員在有關的界定供款基金中所佔的比例分配予各成員，以致貸記入各成員帳戶的基金單位數目相應減少。成員的結單將顯示為支付費用而變現的基金單位數目。成員須注意，指定基金的業績表現只代表有關界定供款基金的毛回報率。該界定供款基金的淨回報率

return (as a percentage) reported for the underlying Designated Fund less the fees and expenses ratio applicable to the Defined Contribution Fund. The gross and net returns for the Defined Contribution Funds will be shown in the annual benefit statement provided to Members.

The operating expenses of the Plan will be charged to the Constituent Funds at a predetermined percentage rate based on the projected net asset values of the Constituent Funds. This predetermined percentage rate will be reviewed and adjusted from time to time as necessary (at least annually) to reflect actual expenses. Other fees, such as the annual registration fee for an employer's Scheme, will be payable by the relevant employer.

Where a Constituent Fund invests in a Designated Fund, it will also indirectly bear a proportionate share of the fees and charges of that Designated Fund.

Where the fees of a Designated Fund are increased, the Trustee will give notice of such increase to participating employers and to Members entitled to exercise investment choice in accordance with the relevant regulatory requirements and the Trust Deed.

The Sponsor does not charge any fees in its capacity as sponsor of the Plan but may share in fees received by the managers of the Designated Funds and is entitled to retain any amounts so received for its own absolute use and benefit.

The fees and charges payable out of the Plan and the Designated Funds are summarised in Appendix 2.

Fees Payable By Employers

The following fees are payable by the employer:–

(a) Registration Fee

A fee of HK\$1,200 is payable upon the submission of an application for registration under the ORS Ordinance. Thereafter a periodic fee is payable by the employer commencing from the first anniversary date of the date of registration.

(b) Deed of Attachment Fee

For preparing the Deed of Attachment, the charge is HK\$1,500 (plus disbursements) for Schemes with 10 Members or less or HK\$2,500 (plus disbursements) for Schemes with over 10 Members. This is a one-time cost.

(c) Solicitor Statement Fee

There is a one time cost of around HK\$1,000 for preparing the Solicitor Statement to the Registrar of Occupational Retirement Schemes.

(d) Auditor Statement Fee (if applicable)

There is a one time cost of around HK\$5,000 for preparing the Auditor Statement to the Registrar of Occupational Retirement Schemes subject to the final quotation provided by the Auditor.

(e) Power of Attorney

If a Scheme covers two or more relevant employers, a copy of the power of attorney nominating the representative employer by all the relevant employers should be submitted with the application. The fee for preparing this document is HK\$1,000.

(f) Switching Fee

There is no extra administration fee for switching between the Defined Contribution Funds (or Designated Funds in the case of Defined Benefit Schemes).

(g) Termination Fee

There is no restriction and penalty on termination of our services provided that prior notice is given in accordance with the relevant regulatory requirements and the Trust Deed. However, a nominal fee for executing the Deed of Release and Discharge will be charged. The fee is HK\$1,500 (plus disbursements) for Schemes with 10 Members or less or HK\$2,500 (plus disbursements) for Schemes with over 10 Members.

(以百分比計算)，應透過將有關指定基金的毛回報率扣除就界定供款基金支付的費用及支出比例而加以確定。各界定供款基金的毛回報率及淨回報率將在提供與各成員的年度權益報表中列明。

本計劃的營運費用將會以一個預訂的百分比率並按成分基金的預計資產淨值計算向成分基金徵收，該預訂百分比率將會被不時(最少每年一次)檢討及在需要時調整以反映實際費用。其他費用，例如僱主計劃的登記費，將由有關的僱主支付。

若成分基金投資於指定基金，該成分基金亦將間接承擔該指定基金某個比例的費用及收費。

當某指定基金的費用被上調，受託人將會就此上調按照有關監管規定及信託契約向參與僱主及有權行使投資選擇權的成員發出通知。

保薦人作為本計劃的保薦人不會收取任何費用，但可以分享該些指定基金的經理所收取的費用，以及有權為其本身的絕對使用及利益保留因此而收取的任何款項。

本計劃及指定基金須支付的費用及收費於附錄二內撮述。

僱主須支付的費用

下列費用須由僱主支付：

(a) 登記費

在提交根據《職業退休計劃條例》作出的登記申請後，須繳付HK\$1,200。之後自登記日的第一個周年紀念日起，僱主須定期支付年度登記費用。

(b) 附屬契約費

就編製附屬契約而言，十名成員或以下的計劃須繳付HK\$1,500(另加墊付費用)，十名成員以上的計劃須繳付HK\$2,500(另加墊付費用)。這是一次性的費用。

(c) 律師聲明費

編製提交職業退休計劃處長的律師聲明書須繳付約HK\$1,000的一次性費用。

(d) 核數師聲明費(如適用)

編製提交職業退休計劃處長的核數師聲明書須繳付約HK\$5,000的一次性費用，惟費用以核數師提供的最終報價作實。

(e) 授權書

假如計劃涉及兩名或以上有關僱主，須在提交申請時一併提交由所有有關僱主提名僱主代表的授權書。編製授權書的費用為HK\$1,000。

(f) 投資轉換費

界定供款基金之間(或如屬界定利益計劃，各指定基金之間)的投資轉換，毋須繳付額外的行政管理費。

(g) 終止費

僱主可不受限制地終止本計劃而且無須支付罰金，但須按照有關監管規定及信託契約發出事先通知。然而，僱主須就編製免除及解除責任契約繳付名義費用。十名或以下成員的計劃須繳付HK\$1,500(另加墊付費用)，十名成員以上的計劃須繳付HK\$2,500(另加墊付費用)。

Taxation

The following statements regarding taxation are based on the law and practice in force in Hong Kong at the date of this document and are subject to changes in such law and practice.

Employers and prospective Members should appreciate that as a result of changing law or practice, the taxation consequences of participating in the Plan may be otherwise than as stated below. This summary is not intended to be comprehensive and should not be relied upon as a substitute for detailed and specific advice. Employers and prospective Members should seek professional advice regarding their particular tax circumstances.

For Employers

Initial and special lump sum contributions are allowable for profits tax purposes in five equal instalments over five years. Annual contributions made by the employer in respect of an employee of up to 15% of the total emoluments of such employee are allowable as a deduction for profits tax purposes. Excess contributions are not deductible.

Refunds of contributions to the employer are normally not permitted. Where permitted, they will be treated as taxable receipts in the hands of the employer for profits tax purposes. Forfeited contributions are permitted to revert to the Plan to be used to reduce contributions by the employer or, alternatively, to increase the benefits available to employees.

For Employees

Lump sum benefits on retirement, incapacity or death are not subject to salaries tax in the hands of the employees.

“Retirement” is defined as meaning:-

- retirement after a period of service with the employer at a specified age of not less than 45 years;
- retirement after a period of service with the employer of not less than 10 years; or
- attainment of a specified age of retirement or 60 years, whichever is later (whether or not the employee has in fact retired from his employment at such age).

If an employee leaves service otherwise than on retirement, death or incapacity, a proportion of the employee’s accrued benefit paid may be subject to salaries tax.

The employer’s contributions are not taxable on the employee. For salaries tax purposes, where an employee is a member of an MPF-Exempted ORSO scheme, a deduction from salary is allowed for an amount equivalent to the amount the employee would otherwise be required to contribute as mandatory contributions to an MPF scheme. However, employees remain liable to salaries tax on any additional contributions they make to the Plan.

For the Plan

The Plan is not expected to be subject to Hong Kong tax in respect of any of its authorised activities.

General Information

Accounts, Reports and Statements

The year end of the Plan is 30 September in each year.

As soon as practicable after each financial year, the Trustee will prepare for each Scheme a financial report and an annual return for submission to the Registrar of Occupational Retirement Schemes.

The Trustee will send each Member an annual benefit statement within three months of the end of each financial year and a semi-annual statement within three months of the half-year end. These statements will include details of the contributions to the Plan in respect of the Member during the relevant period, the value of the accrued benefits of the Member under the Plan as at the start and end of the relevant financial year or half-year, as applicable, and, for Members of Defined Contribution Schemes, the Units held for the account of the Member in each Defined Contribution Fund. Members may request additional statements from time to time on payment of a reasonable charge to the Trustee.

Investment and Borrowing Restrictions

The Constituent Funds shall comply with ORS Ordinance investment requirements, and are expected to comply with the general provisions of Chapter 7 of the Code on Unit Trusts and Mutual Funds, where applicable.

Currently each of the Defined Contribution Funds is a feeder fund and invests in a single Designated Fund.

Amounts may be borrowed for a Constituent Fund (up to 10% of the value of the net assets of the Constituent Fund) for purpose of redeeming Units, to meet payments of benefits or to pay expenses of such Constituent Fund. The assets of the relevant Constituent Fund may be charged or pledged as security for any such borrowings.

An overview of each of the Designated Funds is set out in Appendix 1. For further details about the investment objectives, policies and asset allocations as well as other investment related information of the Designated Funds, please refer to the latest offering document of each Designated Fund. Copies of the offering documents are available from the Trustee.

Cash Rebates and Soft Commissions

Neither an investment manager of a Constituent Fund (if any) or of a Designated Fund nor any of its connected persons may retain cash or other rebates from a broker or dealer in consideration of directing transactions to them.

The investment manager of a Constituent Fund (if any) or of a Designated Fund and any of its connected persons (each a “relevant person”) may effect transactions by or through the agency of another person (a “broker”) with whom a relevant person has an arrangement (called a “soft dollar” arrangement) under which the broker agrees to provide or procure “soft dollar” benefits for one or more relevant persons in return for relevant persons undertaking to place business with the broker. Relevant persons will only enter into “soft dollar” arrangements in respect of a Constituent Fund or Designated Fund where

稅務

下列與稅項有關的陳述是根據於本文件日期香港的有效法律及慣例所作出的，且有關法律及慣例日後可能有所變更。

僱主及準成員應明白，由於法律或慣例可能不時有變，參與本計劃所帶來的稅務負擔也許並非如下文所述。本摘要所載僅屬片面資料，故此不應依賴本摘要並以之取代詳盡及具體的意見。僱主及準成員應就其個別的稅務情況諮詢專業意見。

就僱主而言

首次及特別的整筆支付供款准予在五年內分五期等額，在計算利得稅中扣除。

僱主就一名僱員作出的每年供款准予在計算利得稅中扣除，但以該名僱員總薪酬的15%為限。超過15%的供款不得扣稅。

供款通常並不允許退回僱主，如允許退回僱主，該等自願性供款將視作僱主手上的應課稅收入，須納入計算利得稅。沒收的供款可歸入本計劃，用以減少僱主的供款，又或者用以增加僱員可獲得的權益。

就僱員而言

於退休、喪失行為能力或死亡時整筆支付並在僱員手上的權益無須繳納薪俸稅。「退休」的定義是：

- 在不少於45歲的指定年齡不再為僱主服務而退休；
- 在為僱主服務而服務年資不少於10年之後退休；或
- 達到指定退休年齡或60歲，以較後者為準（不論該僱員在達到該年齡時是否已實際退休）。

如在任何僱員非由於退休、死亡或喪失行為能力而離職，該名僱員已獲支付的某個比例的累算權益可能須繳納薪俸稅。

僱員毋須就僱主的供款繳稅。假如僱員是獲豁免強制性公積金的《職業退休計劃條例》的計劃成員，相等於僱員如須對強制性公積金計劃作出的強制性供款的款額可從計算薪俸稅中扣除，但僱員仍須就其對本計劃作出的額外的供款納入薪俸稅計算內。

就本計劃而言

預期本計劃毋須就其任何經授權許可的活動繳納香港稅項。

一般資料

帳目、報告及報表

本計劃的財政年度於每年九月三十日終結。

每一財政年度之後，受託人將在可行情況下盡快為每個計劃編制財務報告及年度報告，以呈交職業退休計劃處長。

受託人將於每一財政年度終結後三個月內發給每名成員一份年度權益報表，及在每半年度終結後三個月內發給每名成員一份半年度權益報表。這些報表內容包括有關期內就該名成員對本計劃作出的供款，於有關財政年度或半年度（以適用者為準）開始及終結時該名成員在本計劃之下累算權益的價值，及為界定供款計劃的各成員在每一界定供款基金持有的基金單位等詳情。各成員可不時要求額外報表，但須向受託人支付合理費用。

投資及借貸限制

各成分基金須符合《職業退休計劃》的投資要求，並且預期須遵從《單位信託及互惠基金守則》第7章的一般條款（如適用）。目前，每一界定供款基金均為聯接基金，投資於單一的指定基金。

成分基金可為贖回基金單位而進行借貸（最高可達該成分基金資產淨值的10%），以應付利益付款及支付該成分基金的支出。有關成分基金的資產可加以押記或質押作為上述任何借款的還款保證。

各指定基金的概覽載於附錄一。有關指定基金的投資目標、政策、資產分配和其他投資有關的資料及詳情，請參閱各指定基金最新版本的發售文件。受託人備有發售文件可供查閱。

現金回佣及非金錢佣金

成分基金的投資經理（如適用）或指定基金的投資經理及其任何關連人士，均不得保留由經紀或交易商提供的現金或其他回佣，作為將交易交由該經紀或交易商進行的代價。

成分基金的投資經理（如適用）或指定基金的投資經理及其任何關連人士（各自簡稱為「有關連人士」），可經由或透過與有關連人士訂立安排（簡稱「非金錢」安排）的另一人士（「經紀」）辦理交易，而根據該項安排，經紀同意向一名或以上有關連人士提供或致使他人向一位或以上有關連人士提供「非金錢」利益，作為該有關連人士承諾向該經紀提供生意的回報。就成分基金或指定基金而言，有關連人士只會在下列情況下訂立「非金錢」安排：(i)「非金錢」的好處在於可合理預期提供

(i) the nature of the “soft dollar” benefits is such that their provision can reasonably be expected to benefit the Constituent Fund or the Designated Fund as a whole and may contribute to an improvement in the Constituent Fund’s or the Designated Fund’s performance and that of a relevant person in providing services to the Constituent Fund or the Designated Fund and (ii) transaction execution is consistent with best execution standards and (iii) brokerage rates are not in excess of customary institutional full-service brokerage rates. “Soft dollar” benefits include research and advisory services, computer hardware associated with specialised software or research services, and performance measures etc. “Soft dollar” benefits do not include travel, accommodation, entertainment, general administrative goods and services, general office equipment or premises, membership fees, employee salaries or direct money payments. Details of soft commission arrangements will be disclosed in the relevant accounts.

Trust Deed

The Plan was established under Hong Kong law by a trust deed dated 31 May 1976, as amended from time to time. All Members and participating employers are entitled to the benefit of, are bound by and are deemed to have notice of the provisions of the Trust Deed.

The Trust Deed contains provisions for the indemnification of the Trustee and its relief from liability in certain circumstances. Members, participating employers and intending applicants are advised to consult the terms of the Trust Deed. In the event of any conflict between any of the provisions of this Explanatory Memorandum and the Trust Deed, the provisions of the Trust Deed prevail.

Modification of Trust Deed and Deeds of Attachment

The Trustee and the Sponsor may agree to modify the Trust Deed by supplemental deed either generally so as to apply to all Members and participating employers or so as to apply specifically to a particular employer or employers and Members employed by such employer or employers.

Any modifications to the Trust Deed will be submitted to the Commission for prior approval and employers and Members will be notified of any material amendments as soon as practicable after such amendments have been made.

The Trustee, the Sponsor and the relevant employer may agree to modify the Deed of Attachment applicable to that employer by executing a deed of variation.

Material Contract

The Trustee has entered into an agreement dated 19 May 2000, as may be amended from time to time, appointing the Administrator to provide administration services for the Plan.

Governing Law

The governing law of the Plan is the laws of Hong Kong with non-exclusive jurisdiction of the Hong Kong courts.

Certificate for Compliance with FATCA or Other Applicable Laws and Power to Disclose Information to Tax Authorities

Each Member (i) will be required to, upon demand by the Trustee or the Sponsor or any of their Authorised Person(s), provide any form, certification or other information reasonably requested by and acceptable to the Trustee or the Sponsor or any of their Authorised Person(s) that is necessary for the Plan (A) to prevent withholding (including, without limitation, any withholding taxes required under FATCA) or qualify for a reduced rate of withholding or backup withholding in any jurisdiction from or through which the Plan or the relevant Constituent Fund receives payments and/or (B) to satisfy reporting or other obligations under the U.S. Internal Revenue Code of 1986, as amended (“U.S. Code”) and the United States Treasury Regulations promulgated under the U.S. Code, or to satisfy any obligations relating to any applicable law, regulation or any agreement with any tax or fiscal authority in any jurisdiction (ii) will update or replace such form, certification or other information in accordance with its terms or subsequent amendments, and (iii) will otherwise comply with any reporting obligations imposed by the United States, Hong Kong or any other jurisdiction, including reporting obligations that may be imposed by future legislation.

Subject to applicable laws and regulations in Hong Kong, the Plan, the Trustee or the Sponsor or any of their authorised person(s) (as permissible under applicable law or regulation) may be required to report or disclose to any government agency, regulatory authority or tax or fiscal authority in any jurisdictions (including but not limited to the IRS), certain information in relation to a Member, including but not limited to the Member’s name, address, U.S. federal tax identification number (if any) and certain information relating to the Member’s benefits, to enable the Plan to comply with any applicable law or regulation or any agreement with a tax authority (including, but not limited to, any applicable law, regulation or agreement under FATCA).

Automatic Exchange of Financial Account Information

The Inland Revenue Ordinance (“**IRO**”) provides the legislative framework for the implementation in Hong Kong of the Standard for Automatic Exchange of Financial Account Information in Tax Matters (also referred to as the Common Reporting Standard (“**CRS**”)) in Hong Kong. The CRS requires financial institutions (“**FI**”) in Hong Kong to collect information relating to account holders, and report such information as relates to reportable account holders who are tax resident in Reportable Jurisdictions (as defined below) to the Inland Revenue Department of Hong Kong (“**IRD**”). The information will be further exchanged with the competent authorities of jurisdiction(s) in which such account holders are tax resident under the Automatic Exchange of Financial Account Information (“**AEOI**”) regime. For those purposes, account holders include Members and Participating Employers participating in the Plan.

後對成分基金或指定基金整體上有利，並可提高成分基金或指定基金的業績表現，以及有關連人士向成分基金或指定基金提供服務的表現，及(ii)執行交易符合最佳的執行標準，及(iii)經紀費不超過慣常向提供全面服務的機構所支付的經紀費比率。「非金錢」利益包括研究及顧問服務、與專用軟件或研究服務有關的電腦硬件，以及業績衡量等。「非金錢」利益並不包括旅遊、住宿、娛樂、一般行政所需的物品或服務、一般辦公室設備或處所、會籍費用、僱員薪酬或直接金錢支出。非金錢佣金安排的詳情將在有關帳目中披露。

信託契約

本計劃是根據香港法律由日期為一九七六年五月三十一日的信託契約(經不時修訂)所成立。所有成員及參與僱主均有權受益於信託契約的條文，受信託契約的條文約束並視為已就該等條文獲得通知。

信託契約載有受託人的賠償保證條文及其在某些情況下免責的條文。各成員、參與僱主及準申請人宜細閱信託契約的條款。假如本解釋說明書與信託契約的任何條文有歧義，以信託契約的條文為準。

信託契約及附屬契約的修訂

受託人及保薦人可協定以補充契約的方式修訂信託契約，該等修訂可以是一般性的，適用於所有成員及參與僱主，或只特別適用於某一位或以上僱主或某一位或以上僱主及該僱主或該等僱主所僱用的成員。

對信託契約的任何修訂須提交證監會事先批准，以及在可行情況下在作出任何重大修訂後盡快通知各僱主及成員。

受託人、保薦人及有關僱主可協定以簽立更改契約的方式修訂適用於該僱主的附屬契約。

重大合約

受託人已訂立日期為二〇〇〇年五月十九日的有關委任行政管理人為本計劃提供行政管理服務的協議，並可不時作出修訂。

管限法律

本計劃的管限法律是具香港法院非專屬司法管轄權的香港法律。

遵從FATCA或其他適用法律的認證以及向稅務機關披露資料的權力

各成員(i)在受託人或保薦人或其任何獲授權人士的要求下，將需提供任何表格、認證或受託人或保薦人或其任何獲授權人士就本計劃以下目的而合理要求及接受的其他必要資料：(A)為免預扣(包括但不限於根據FATCA須繳付的任何預扣稅)或符合資格就本計劃或相關成分基金在或通過任何司法管轄區收取的付款享有經調減的預扣或預留稅率及/或(B)根據經修訂的1986年美國國內收入法(「美國國稅法」)及根據美國國稅法頒佈的美國財政部規例履行申報或其他責任，或履行與任何適用法律、法規或與任何司法管轄區任何稅務或財政機關達成的任何協議有關的任何責任，(ii)將根據其條款或後續修訂更新或更替有關表格、認證或其他資料，以及(iii)將在其他方面遵守美國、香港或任何其他司法管轄區所施加的任何申報責任，包括未來的立法規定可能施加的申報責任。

在香港適用法律及法規的規限下，本計劃、受託人或保薦人或其任何獲授權人士(如適用法律或法規允許)可能需向任何司法管轄區的任何政府機關、監管機關或稅務或財政機關(包括但不限於美國國家稅務局)申報或披露若干有關成員的資料，包括但不限於成員的姓名、地址、美國聯邦稅務識別號碼(如有)，以及若干有關成員的權益資料，以使計劃遵從任何適用法律或法規或與稅務機關達成的任何協議(包括但不限於根據FATCA的任何適用法律、法規或協議)。

自動交換財務帳戶資料

《稅務條例》(「**稅務條例**」)就香港實施稅務事宜自動交換財務帳戶資料(亦稱為共同匯報標準(「**共同匯報標準**」))制定法律框架。共同匯報標準規定，香港的財務機構(「**財務機構**」)須收集有關帳戶持有人的資料，並將該等有關身為申報稅務管轄區(定義見下文)稅務居民的須申報帳戶持有人之資料向香港稅務局(「**稅務局**」)申報。然後，稅務局將在自動交換財務帳戶資料(「**自動交換資料**」)機制下把有關資料與該等帳戶持有人的稅務居民身分所屬的司法管轄區的主管當局交換。就資料交換用途而言，帳戶持有人包括本計劃的成員及參與僱主。

Pursuant to the enactment of the Inland Revenue (Amendment) (No. 2) Ordinance 2019, and with effect from 1 January 2020 (“**CRS Effective Date**”), the Plan will be required to comply with the requirements of CRS as implemented by Hong Kong, which means that the CRS Obligator (as defined below) will be required to collect information, relevantly including information relating to tax residency, relating to participants and prospective participants of the Plan, and to provide such information to the IRD on an annual basis.

The CRS rules as enacted in Hong Kong require the person who acts for the Plan to maintain financial accounts, such as the Trustee (“**CRS Obligator**”) to, amongst other things: (i) register the Plan’s status as a “Reporting Financial Institution” with the IRD; (ii) conduct due diligence on accounts held in respect of Plan participants to identify whether any such accounts are “Reportable Accounts” for CRS purposes; and (iii) report certain information relating to such Reportable Accounts to the IRD. The IRD will transmit such information reported to it to the competent authority of the jurisdictions with which Hong Kong has activated exchange relationships under AEOI (the “**Reportable Jurisdictions**”). Broadly, CRS contemplates that Hong Kong FIs should report on: (i) individuals or entities that are tax resident in a Reportable Jurisdiction; and (ii) certain individuals who are tax resident in a Reportable Jurisdiction and who participate in the Plan through interposed entities (i.e., Controlling Persons as defined in section 50A of the IRO). Under the IRO, details of Plan participants, or where such Plan participants are not natural persons, details of the Controlling Persons of such Plan participants, including but not limited to their name, date of birth, address, jurisdiction of tax residence, tax identification number, account details, account balance/value, and certain income or sale or redemption proceeds, may be reported to the IRD, and by extension exchanged with the competent authority of the relevant Reportable Jurisdiction(s).

If a Plan participant does not provide the required documentation or information or fails to take action as is required by the CRS Obligator within the time period specified, the CRS Obligator may report the relevant account information based on indicia identified pursuant to the due diligence it has conducted in accordance with the requirements of the CRS regime or take such other action as permitted under applicable laws and/or the governing rules of the Plan.

From the CRS Effective Date, each applicant applying to become a Plan participant and each current Plan participant will be required to, as and when requested by the CRS Obligator, provide in a format acceptable to the CRS Obligator any such documentation or other information as is reasonably requested by the CRS Obligator and as is necessary for the CRS Obligator to discharge its/their due diligence, reporting or other obligations under any law or regulation applicable to the Plan in any jurisdiction (including but not limited to any law or regulation relating to AEOI). Failure to do so by an applicant applying to become a Plan participant may result in the

processing of the application being delayed and/or even rejection of the application. Further, each Plan participant is under an obligation to: (i) update or re-submit any such documentation as aforesaid should there be any material change in that Plan participant’s circumstances; and (ii) otherwise comply with any registration, due diligence and reporting obligations imposed from time to time by the laws of Hong Kong or any other jurisdiction (including but not limited to any law, rule and requirement relating to AEOI), including such obligations that may be imposed by future legislation.

In accordance with the applicable laws and regulations in Hong Kong, the CRS Obligator and/or its agents may report or disclose the Plan participant’s information (and/or information pertaining to Controlling Person(s) of a Plan participant) to the IRD, which will as a matter of course exchange the same with the competent authority of the relevant Reportable Jurisdiction(s).

The information provided herein in relation to CRS is of a general nature only and is not intended to serve as a basis for decision making. It is for information purposes and does not constitute legal or tax advice. Each participant and prospective participant of the Plan should consult its own professional advisor(s) on the administrative and substantive implications of the CRS /AEOI on its current or proposed investment in the Plan and the relevant Constituent Funds or Designated Funds.

Provision of Information to Competent Authorities and Others

Under the Trust Deed, if the Trustee or the Sponsor complies with the request of any regulatory authority, body or any department of any government or administration (which may be located within or outside Hong Kong) or a court of competent jurisdiction, or is otherwise required under any legislation, regulations, rules, codes or guidance, to provide them with any information regarding the Plan, employers and/or Members, neither the Trustee nor the Sponsor shall incur any liability to employers or Members or any of them or to any other person as a result of such compliance or in connection with such compliance.

In accordance with the Trust Deed, the Trustee may report or disclose information relating to the Plan, employers and Members to competent authorities including but not limited to the Authority subject to such requirements as set out under the ORS Ordinance and such conditions as may be imposed by the Authority from time to time.

Documents available for inspection

Copies of the Trust Deed and the contract referred to above are available for inspection free of charge at any time during normal business hours on any day (excluding Saturdays, Sundays and public holidays) at the office of the Trustee or the Sponsor. Copies of the Trust Deed and the contract referred to above can be purchased from the Trustee on payment of a reasonable fee.

根據頒佈的《2019年稅務(修訂)(第2號)條例》，自2020年1月1日(「共同匯報標準生效日期」)起，本計劃將須遵守香港所實施的共同匯報標準規定，即是共同匯報標準義務人(定義見下文)將須收集資料，其中包括與稅務居民身分、本計劃的參與者及準參與者有關的資料，並須每年向稅務局提供有關資料。

根據香港頒佈的共同匯報標準規例，代表本計劃負責存置財務帳目的人士(例如信託人)(「共同匯報標準義務人」)須(其中包括)：(i)向稅務局登記本計劃作為「申報財務機構」的地位；(ii)對本計劃參與者持有的帳戶進行盡職審查，以識別任何該等帳戶是否屬共同匯報標準下的「須申報帳戶」；及(iii)向稅務局申報有關該等須申報帳戶的若干資料。稅務局會將獲申報的資料傳送至已根據自動交換資料與香港啟動交換資料關係的司法管轄區(「申報稅務管轄區」)的主管當局。廣義上，共同匯報標準預期香港的財務機構應就以下方面作出申報：(i)身為申報稅務管轄區稅務居民的個人或實體；及(ii)身為申報稅務管轄區稅務居民並透過中間實體(即《稅務條例》第50A條所界定的控權人)參與本計劃的若干個人。根據《稅務條例》，本計劃參與者或屬非自然人的本計劃參與者的詳情、該名本計劃參與者的控權人的詳情(包括但不限於其姓名、出生日期、地址、稅務居民身分所在的司法管轄區、稅務編號、帳戶詳情、帳目結餘/價值，以及若干收入或出售或贖回所得款項)，均可能向稅務局申報，並在其後與相關申報稅務管轄區的主管當局進行交換。

如本計劃參與者在指定時間內未能提供共同匯報標準義務人所要求的文件或資料或未能採取共同匯報標準義務人所要求的行動，則共同匯報標準義務人可根據共同匯報標準機制的要求而進行的盡職審查所識別的身分標記，申報有關帳戶資料或採取適用法律及/或規管本計劃的規例所准許的其他行動。

自共同匯報標準生效日期起，每名申請成為本計劃參與者的申請人及本計劃每名現有參與者將須應共同匯報標準義務人的要求，以共同匯報標準義務人接納之格式提供共同匯報標準義務人合理要求的任何所需文件或其他資料，以便共同匯報標準義務人履行任何司法管轄區適用於本計劃的任何法律或規例(包括但不限於與自動交換資料有關的任何法律或規例)項下的盡職審查、申報或其他責任。如申請成為本計劃參與者的申請人未能就此提供有關文件或資料，將會導致申請程序延誤及/或甚至遭拒絕。此外，本計劃每名參與者均有

責任(i)在本計劃參與者情況出現任何重大變動時更新或重新提交上述任何該等文件；及(ii)遵循香港法例或任何其他司法管轄區法例(包括但不限於與自動交換資料有關的任何法律、規例及規定)不時施加的任何註冊、盡職審查及申報責任，當中包括日後立法可能施加的該等責任。

根據香港的適用法律及規例，共同匯報標準義務人及/或其代理可能向稅務局申報或披露本計劃參與者的資料(及/或與本計劃參與者的控權人相關的資料)，稅務局繼而將該等資料與相關申報稅務管轄區的主管當局交換。

本解釋說明書提供的有關共同匯報標準的資料僅屬一般參考性質，並非旨在構成作出任何決定的基礎。此僅供備知用途，並不構成法律或稅務意見。本計劃的每名參與者及準參與者應就共同匯報標準/自動交換資料對其目前或擬於本計劃及相關成分基金或指定基金持有投資構成的行政及實質影響，諮詢其專業顧問的意見。

向主管當局及其他機構、機關、部門或法院等提供資料

根據信託契約，倘受託人或保薦人遵守任何監管機構、機關或任何政府部門或行政部門(可設於香港境內或境外)或具有司法管轄權的法院的要求，或根據任何法例、法規、規則、守則或指引需要向該等機構提供有關本計劃、僱主及/或成員的任何資料，則受託人或保薦人毋須因遵守或與該遵守有關而向僱主或成員或其任何一方或任何其他人士承擔任何責任。

根據信託契約，受託人可將有關本計劃、僱主及成員的資料報告或披露予主管當局，包括但不限於積金局，惟須受《職業退休計劃條例》所載的該等規定及積金局不時可能實施的該等條件之規限。

可供索閱的文件

信託契約及上述合約均可於任何一日(星期六、星期日及公眾假期除外)在一般辦公時間內隨時於受託人或保薦人的辦事處免費查閱。信託契約及上述合約可在支付合理費用後向受託人購買。

Offering Documents of Designated Funds

Copies of the offering documents of each Designated Fund are available from the Trustee.

Customer Feedback

If you wish to provide the Sponsor with your feedback on its retirement services, please visit www.manulife.com.hk.

指定基金的發售文件

受託人備有各指定基金之發售文件可供查閱。

客戶意見

假如閣下擬向保薦人提供對退休服務的意見，請瀏覽
www.manulife.com.hk。

Appendix 1

Defined Contribution Funds and Overview of Designated Funds

Money Market Range

- Schroder HK Money Market Fund (MPP)
- Schroder US Dollar Money Fund (MPP)

Global Fixed Interest Range

- Baring International Bond Fund (MPP)
- Fidelity Global Bond Fund (MPP)
- JPMorgan SAR Global Bond Fund (MPP)
- Schroder International Selection Fund – Global Bond (MPP)

Hong Kong Dollar Fixed Interest Range

- Schroder Hong Kong Dollar Bond Fund (MPP)

Life Cycle Range

- Baring Asia Balanced Fund (MPP)
- HSBC Managed Growth Fund (MPP)
- Allianz Choice Balanced Fund (MPP)
- Schroder Balanced Investment Fund (MPP)
- Schroder Stable Growth Fund (MPP)
- Manulife Balanced Fund (MPP)
- Manulife Growth Fund (MPP)
- Manulife Stable Fund (MPP)
- Templeton Global Balanced Fund (MPP)

Global Equities Range

- Allianz Choice Growth Fund (MPP)

Asian Equities Range

- Allianz Little Dragons (MPP)
- Schroder International Selection Fund – Asian Opportunities (MPP)

Country Funds Range

- Allianz Japan Equity (MPP)
- HSBC Hong Kong Equity Fund (MPP)
- BlackRock Global Funds – European Fund (MPP)
- Morgan Stanley Investment Funds US Growth Fund (MPP)

Information regarding these Defined Contribution Funds, together with an overview of their corresponding Designated Funds, is set out below. The Trustee will, where practicable, give reasonable notice to employers and Members entitled to exercise investment choice of any material change to this overview. For further details about the investment objectives and policies, asset allocation targets, risk factors, as well as other investment related information of the Designated Funds, please refer to the latest offering document of each Designated Fund. Copies of the offering documents are available from the Trustee.

Allianz Japan Equity (MPP)

This Defined Contribution Fund invests solely in the Allianz Japan Equity (the “**Designated Fund**”). The investment objective of the Designated Fund is to provide long-term capital growth by investing in Japanese equity markets.

The Designated Fund is a sub-fund of Allianz Global Investors Fund. Allianz Global Investors Asia Pacific Limited, the investment manager of the Designated Fund, has delegated the investment management of the Designated Fund to RCM Japan Co., Ltd., the sub-investment manager.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

Allianz Little Dragons (MPP)

This Defined Contribution Fund invests solely in the Allianz Little Dragons (the “**Designated Fund**”). The investment objective of the Designated Fund is to provide long-term capital growth by investing in Asian equity markets excluding Japan with a focus on small-sized and mid-sized companies.

The Designated Fund is a sub-fund of Allianz Global Investors Fund. Allianz Global Investors Asia Pacific Limited is the investment manager of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

Baring Asia Balanced Fund (MPP)

This Defined Contribution Fund invests solely in the Barings Asia Balanced Fund (the “**Designated Fund**”). The Designated Fund invests in a diversified portfolio of international equities and debt securities, generally with a significant exposure to Asian equities. Investment may also be made in cash and money market instruments where the manager of the Designated Fund considers it appropriate in light of market conditions. The objective of the Designated Fund is to achieve a long-term annualised rate of return in excess of Hong Kong wage inflation, when measured in Hong Kong dollar terms.

The Designated Fund is a sub-fund of Barings Global Opportunities Umbrella Fund. Baring International Fund Managers (Ireland) Limited is the manager of Barings Global Opportunities Umbrella Fund and the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

Baring International Bond Fund (MPP)

This Defined Contribution Fund invests solely in the Barings Global Bond Fund (the “**Designated Fund**”). The investment objective of the Designated Fund is to seek a maximum total return, through current income generation and capital appreciation. The Designated Fund will seek to achieve its investment objective by investing primarily in an actively managed globally diversified portfolio which at least 80% of its net asset value is invested in fixed income instruments. The Designated Fund will invest less than 30% of its net asset value in debt instruments with loss-absorption features, out of which no more than 10% of the Designated Fund's net asset value may be invested in contingent convertible bonds. The Designated Fund may invest up to 20% of its net asset value in sub-investment grade fixed income instruments, up to 25% of its net asset value in collateralised and/or securitised products

附錄一

界定供款基金及指定基金概覽

貨幣市場系列

施羅德金融市場基金 (MPP)

施羅德美元金融基金 (MPP)

環球債券系列

霸菱國際債券基金 (MPP)

富達環球債券基金 (MPP)

摩根宜安國際債券基金 (MPP)

施羅德環球債券基金 (MPP)

港元債券系列

施羅德港元債券基金 (MPP)

生命周期系列

霸菱傾亞均衡基金 (MPP)

滙豐增長管理基金 (MPP)

安聯精選均衡基金 (MPP)

施羅德組合投資基金 (MPP)

施羅德平穩增長基金 (MPP)

宏利平衡基金 (MPP)

宏利增長基金 (MPP)

宏利穩定基金 (MPP)

鄧普頓環球均衡增長基金 (MPP)

環球股票系列

安聯精選增長基金 (MPP)

亞洲股票系列

安聯小龍基金 (MPP)

施羅德環球亞洲優勢基金 (MPP)

國家基金系列

安聯日本股票基金 (MPP)

滙豐香港股票基金 (MPP)

貝萊德歐洲基金 (MPP)

Morgan Stanley Investment Funds 美國增長基金 (MPP)

有關此等界定供款基金的資料，連同其相關指定基金的概覽載於下文。如此概覽有任何重大更改，受託人將在可行情況下向僱主及有權行使投資選擇權的成員發出合理通知。有關投資目標及政策、資產分配目標、風險因素及指定基金的其他投資相關資料的進一步詳情，請參閱各指定基金最新版本的發售文件。受託人備有發售文件可供查閱。

安聯日本股票基金 (MPP)

本界定供款基金只投資於安聯日本股票基金（「指定基金」）。指定基金的投資目標，乃透過投資於日本股票市場，以達致長期資本增值。

此指定基金為安聯環球投資基金之附屬基金。指定基金的投資經理安聯環球投資亞太有限公司已將指定基金的投資管理交託副投資經理 RCM Japan Co., Ltd. 負責。

本界定供款基金及指定基金以美元為單位。

安聯小龍基金 (MPP)

本界定供款基金只投資於安聯小龍基金（「指定基金」）。指定基金的投資目標，乃透過投資於亞洲股票市場（日本除外），並專注於中小型公司，以達致長期資本增值。

此指定基金為安聯環球投資基金之附屬基金。安聯環球投資亞太有限公司是指定基金的投資經理。

本界定供款基金及指定基金以美元為單位。

霸菱傾亞均衡基金 (MPP)

本界定供款基金只投資於霸菱傾亞均衡基金（「指定基金」）。指定基金投資於多元化的國際股票及債務證券投資組合，一般而言大量投資於亞洲股票。基金經理若認為市場情況適宜，該基金亦可投資於現金及貨幣市場票據。指定基金的目標是達到超逾香港薪酬通脹率的長期回報率（如以港幣為計算）。

此指定基金為霸菱環球組合傘子基金的附屬基金。Baring International Fund Managers (Ireland) Limited 負責為此傘子基金及指定基金投資管理。

本界定供款基金及指定基金以美元為單位。

霸菱國際債券基金 (MPP)

本界定供款基金只投資於霸菱環球債券基金（「指定基金」）。指定基金的投資目標是透過產生流動收益及資本增值，尋求最高總回報。指定基金將尋求透過主要投資於積極管理的全球多元化投資組合而達致其投資目標，其至少80%的資產淨值投資於固定收益工具。指定基金將投資其少於30%的資產淨值於具吸收虧損特點的債務工具，其中指定基金不多於10%的資產淨值可投資於或有可換股債券。指定基金可投資其最多20%的資產淨值於次投資級別固定收益工具，其最多25%的資產淨值可投資於抵押及／或證券化產品（例如擔保債券、資產抵押證券、商業及住宅按揭抵押證券），以及其最

(such as covered bonds, asset-backed securities, commercial and residential-mortgage backed securities), and up to 10% of its net asset value in securities issued and/or guaranteed by a single sovereign (including its government, a public or local government of that country) which is rated sub-investment grade. The Designated Fund's weighted-average portfolio duration is expected to be greater than one year at all times.

The Designated Fund is a sub-fund of Barings International Umbrella Fund. Baring International Fund Managers (Ireland) Limited is the manager of Barings International Umbrella Fund and the Designated Fund. Baring Asset Management Limited is the investment manager of the Designated Fund. Barings LLC and Barings Japan Limited are the sub-investment managers of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

BlackRock Global Funds – European Fund (MPP)

This Defined Contribution Fund invests solely in the European Fund, a sub-fund of BlackRock Global Funds (the “**Designated Fund**”). The Designated Fund seeks to maximise total return. The Designated Fund invests at least 70% of its total assets in the equity securities of companies domiciled in, or exercising the predominant part of their economic activity in, Europe.

The Designated Fund is a sub-fund of BlackRock Global Funds. BlackRock Luxembourg S.A. is the management company of BlackRock Global Funds and the Designated Fund and has appointed BlackRock Investment Management (UK) Limited as the investment adviser of the Designated Fund.

The base currency of the Defined Contribution Fund and the Designated Fund is Euro and the share class in dealing is in US dollar.

Fidelity Global Bond Fund (MPP)

This Defined Contribution Fund invests solely in the Fidelity Funds – Global Bond Fund (the “**Designated Fund**”). The Designated Fund aims to invest in global markets to maximise performance measured in US dollars. The Designated Fund may invest in bonds and debt instruments. The Designated Fund may invest its net assets in onshore China fixed income securities listed or traded on the Shanghai Stock Exchange, the Shenzhen Stock Exchange or the mainland China interbank bond market. The Designated Fund is a sub-fund of Fidelity Funds. FIL Investment Management (Luxembourg) S.A. is the management company of Fidelity Funds. FIL Fund Management Limited is the investment manager of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

HSBC Hong Kong Equity Fund (MPP)

This Defined Contribution Fund invests solely in the HSBC Global Investment Funds – Hong Kong Equity (the “**Designated Fund**”). The Designated Fund aims to provide long-term capital growth by investing in a portfolio of Hong Kong equities. The Designated Fund invests in normal market conditions a minimum of 90% of its net assets in equities and equity equivalent securities of companies which are domiciled in, based in, carry out the larger part of their business activities, or are listed on a regulated market, in Hong Kong.

Investments in Chinese equities include, but are not limited to, China A-shares and China B-shares (and such other securities as may be available) listed on stock exchanges in the People's Republic of China. The Designated Fund may directly invest in China A-shares through the Shanghai-Hong Kong Stock Connect and/or the Shenzhen-Hong Kong Stock Connect, subject to applicable quota limitations. Furthermore, the Designated Fund may gain exposure to China A-shares indirectly through China A-shares Access Products (“**CAAP**”) such as, but not limited to, participation notes linked to China A-shares.

The Designated Fund may invest up to 20% of its net assets in China A-shares through the Shanghai-Hong Kong Stock Connect and/or the Shenzhen-Hong Kong Stock Connect and up to 10% of its net assets in CAAPs. The Designated Fund's maximum exposure to China A-shares and China B-shares is 20% of its net assets.

The Designated Fund normally invests across a range of market capitalisations without any capitalisation restriction.

The Designated Fund is a sub-fund of HSBC Global Investment Funds. HSBC Investment Funds (Luxembourg) S.A. is the manager of HSBC Global Investment Funds and has appointed HSBC Global Asset Management (Hong Kong) Limited as the investment adviser of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

HSBC Managed Growth Fund (MPP)

This Defined Contribution Fund invests solely in the HSBC Managed Growth Fund (the “**Designated Fund**”). The objective of the Designated Fund is to achieve long-term capital growth by investing in a diversified portfolio with a bias towards global equities through direct investment and/or other collective investment schemes that the Designated Fund may invest in. The Designated Fund may normally invest a minimum of 90% of its net asset value in equities and equity-related investments. The remainder of the assets may invest in global debt securities, bonds, money market instruments, cash instruments and cash. The above intended asset allocation is for indication only and may be changed as and when the investment manager of the Designated Fund considers appropriate. The Designated Fund may invest in aggregate up to 90% of its net asset value in units or shares of collective investment schemes. The Designated Fund may invest up to

多10%的資產淨值可投資於由單一主權國家(包括其政府、該國家的公共或地方政府)發行及/或擔保且被評級為次投資級別的證券。預期指定基金的加權平均投資組合存續期將時刻多於一年。

此指定基金為霸菱國際傘子基金的附屬基金。Baring International Fund Managers (Ireland) Limited是霸菱國際傘子基金及指定基金之經理人。Baring Asset Management Limited是指定基金之投資經理。Barings LLC及Barings Japan Limited是指定基金之副投資經理。

本界定供款基金及指定基金以美元為單位。

貝萊德歐洲基金 (MPP)

本界定供款基金只投資於貝萊德全球基金的附屬基金「歐洲基金」(「指定基金」)。指定基金爭取最高總回報。指定基金將不少於70%總資產投資在歐洲註冊或經營主要業務的公司股本證券。

指定基金是貝萊德全球基金的附屬基金。BlackRock Luxembourg S.A.是貝萊德全球基金及指定基金的管理公司，並已委任BlackRock Investment Manager (UK) Limited為指定基金之投資顧問。

本界定供款基金及指定基金之基本貨幣為歐羅，而股份類別之交易貨幣為美元。

富達環球債券基金 (MPP)

本界定供款基金只投資於富達基金－環球債券基金(「指定基金」)。指定基金旨在投資於環球市場，以謀求按美元計算的最佳表現。指定基金可投資於債券及債務工具。指定基金可把其淨資產投資於在上海證券交易所、深圳證券交易所或中國大陸的銀行同業債券市場上市或交易的中國境內定息證券。指定基金是富達基金的附屬基金。FIL Investment Management (Luxembourg) S.A.是富達基金的管理公司。FIL Fund Management Limited乃指定基金的投資經理。

本界定供款基金及指定基金乃以美元為單位。

滙豐香港股票基金 (MPP)

本界定供款基金只投資於滙豐環球投資基金－香港股票(「指定基金」)。指定基金旨在透過投資於香港股票的投資組合，提供長線資本增長。指定基金於正常市況下將其至少90%的淨資產投資於在香港註冊、位於該處、在該處進行大部分商業活動或於受監管市場上市的公司的股票及等同股票的證券。

於中國股票的投資包括但不限於在中華人民共和國的證券交易所上市的中國A股及中國B股(及可能供認購的該等其他證券)。指定基金可透過滬港股票市場交易互聯互通機制及/或深港股票市場交易互聯互通機制直接投資於中國A股，惟須受適用額度限制所規限。此外，指定基金可透過中國A股連接產品(「中國A股連接產品」)，例如但不限於與中國A股掛鈎的參與票據，間接投資於中國A股。

指定基金可將其最多20%的淨資產透過滬港股票市場交易互聯互通機制及/或深港股票市場交易互聯互通機制投資於中國A股及將其最多10%的淨資產投資於中國A股連接產品。指定基金對中國A股及中國B股的最大投資參與為其淨資產的20%。

指定基金通常投資於多種不同市值的公司，沒有任何市值限制。

指定基金是滙豐環球投資基金的附屬基金。滙豐投資基金(盧森堡)負責管理，並委任滙豐環球投資管理(香港)有限公司為投資顧問。

本界定供款基金及指定基金以美元為單位。

滙豐增長管理基金 (MPP)

本界定供款基金只投資於滙豐增長管理基金(「指定基金」)。指定基金的目標是透過直接投資及/或指定基金可能投資的其他集體投資計劃而投資偏重於環球股票的多元化投資組合，以達致長遠資本增長。指定基金一般可將其資產淨值最少90%投資於股票及股本相關投資。其餘資產可投資於環球債務證券、債券、貨幣市場工具、現金票據及現金。上述擬作出的資產配置僅供參考，並可在指定基金的投資經理人認為適當的情況下予以更改。指定基金可合共將其資產淨值最多90%投資於集體投資計劃的單位或股份。指定基金可將其

50% of its net asset value in the equities or equity related securities of companies which are domiciled in, based in, carry out the larger part of their business activities, or are listed on the stock exchange, in Hong Kong.

The Designated Fund may use financial derivative instruments for both investment and hedging purposes. While the collective investment schemes in which the Designated Fund invests may have exposure to derivatives, such schemes will not use derivatives extensively for investment purposes.

HSBC Investment Funds (Hong Kong) Limited is the manager of the Designated Fund. HSBC Global Asset Management (Hong Kong) Limited is the investment adviser of the Designated Fund, a stand-alone fund, and has appointed HSBC Global Asset Management (UK) Limited as the investment sub-adviser.

This Defined Contribution Fund and the Designated Fund are denominated in HK dollars.

JPMorgan SAR Global Bond Fund (MPP)

This Defined Contribution Fund invests solely in the JPMorgan SAR Global Bond Fund (the “**Designated Fund**”). The Designated Fund aims to provide investors with long term capital growth in US dollar terms through a portfolio consisting primarily of international bonds of developed markets.

The Designated Fund is a stand-alone fund. JF Asset Management Limited is the manager of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

Morgan Stanley Investment Funds US Growth Fund (MPP)

This Defined Contribution Fund invests solely in the Morgan Stanley Investment Funds US Growth Fund (the “**Designated Fund**”). The Designated Fund’s investment objective is to seek long-term capital appreciation, measured in US Dollars, through investment principally in growth oriented equity securities of large capitalisation companies domiciled, or exercising the predominant part of their economic activity in the US. The Designated Fund may make use of exchange traded and over-the-counter options, futures and other derivatives for investment or efficient portfolio management (including hedging) purposes. The Designated Fund may also invest, on an ancillary basis, in equities of companies not meeting the above requirements, in debt securities convertible into common shares, depositary receipts (including American Depositary Receipts (ADRs) and Global Depositary Receipts (GDRs), preference shares, warrants on securities, cash and cash equivalents and other equity linked securities.

The Designated Fund is a sub-fund of Morgan Stanley Investment Funds. MSIM Fund Management (Ireland) Limited is the management company of Morgan Stanley Investment Funds and its sub-funds (including the Designated Fund). The management company will provide investment management services, administrative agency, registrar and transfer agency services as well as marketing, principal distribution and sales

services. It will in turn delegate the investment management functions in respect of the Designated Fund to Morgan Stanley Investment Management Limited, the investment adviser of the Designated Fund. Certain functions in respect of the Morgan Stanley Investment Funds are also delegated by the management company to other service providers. Morgan Stanley Investment Management Inc. is the sub-adviser of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

Allianz Choice Balanced Fund (MPP)

This Defined Contribution Fund invests solely in the Allianz Choice Balanced Fund (the “**Designated Fund**”). The Designated Fund aims to achieve a high level (above market) of overall return over the long term by investing in a diversified portfolio of global equities and fixed-interest securities. The Designated Fund is expected to invest 70% of its assets in equities and 30% in fixed-interest securities. The fixed income portion will consist of a range of instruments issued in countries around the world. The equity portion of the Designated Fund will be invested primarily in the Hong Kong, Japan, North American and European markets with a smaller proportion, being invested, at the discretion of the manager, in other Asian countries and emerging markets.

The Designated Fund, a sub-fund of Allianz Global Investor Choice Fund, is a fund of funds investing substantially all its assets in (i) other sub-funds of the Allianz Global Investors Choice Fund (“**Underlying Funds**”) and/or (ii) index-tracking collective investment schemes (“**Underlying ITCIS**”) as determined by the manager from time to time to be appropriate to provide the desired investment exposure for the Designated Fund based on its investment objective and policy. All Underlying Funds are approved as Approved Pooled Investment Funds by the Authority and authorised by the Commission and all Underlying ITCIS are approved by the Authority. The Designated Fund may invest at least 60% and up to 80% of its assets in global equities and at least 20% and up to 40% of its assets in fixed-interest securities via the Underlying Funds and/or the Underlying ITCIS. The Designated Fund will invest in 5 or more Underlying Funds and/or the Underlying ITCIS.

It is expected that the Designated Fund will invest 70% to 100% of its net asset value in the Underlying Funds and not more than 30% of its net asset value in the Underlying ITCIS.

The Underlying Funds and the Underlying ITCIS will be actively selected and the extent of the Designated Fund’s investment in such underlying funds will be allocated by the manager by reference to their underlying investments. In particular, the Designated Fund may invest up to 40% of its latest available net asset value in the Allianz Choice Global Fixed Income Fund (a sub-fund of Allianz Global Investors Choice Fund) which aims to achieve long-term capital growth and income primarily through investment in a diversified portfolio of global fixed-income securities denominated in multiple currencies.

資產淨值最多50%投資於在香港註冊、駐於香港、在香港經營大部分業務活動或在香港的證券交易所上市的公司之股票或股票相關證券。

指定基金可使用金融衍生工具作投資及對沖用途。指定基金所投資的集體投資計劃可能涉及投資於衍生工具，但該等計劃不會廣泛地利用衍生工具作投資用途。

滙豐投資基金(香港)有限公司為指定基金的經理人。指定基金之投資顧問為滙豐環球投資管理(香港)有限公司。此指定基金為一獨立單位信託基金，並委任HSBC Global Asset Management (UK) Limited為副投資顧問。

本界定供款基金及指定基金以港元為單位。

摩根宜安國際債券基金(MPP)

本界定供款基金只投資於摩根宜安國際債券基金(「**指定基金**」)。指定基金旨在透過一個主要投資於以已發展市場之國際債券之投資組合，以提供予投資者長期資本增長(以美元計算)。

此指定基金為一獨立基金。怡富投資管理有限公司乃指定基金的經理人。

本界定供款基金及指定基金乃以美元為單位。

Morgan Stanley Investment Funds

美國增長基金(MPP)

本界定供款基金只投資於Morgan Stanley Investment Funds美國增長基金(「**指定基金**」)。指定基金之投資目標，乃透過主要投資於在美國註冊成立或開展大部份經濟活動且市值龐大之公司的增長型股份證券，以尋求以美元計算之長期資本增值。指定基金可為投資或有效管理投資組合(包括對沖)的目的，利用在證券交易所買賣以及場外買賣之期權、期貨和其他衍生工具。指定基金亦可按輔助性質，投資於不符合以上要求的公司的股份以及投資於可轉換為普通股之債務證券、預託證券(包括美國預託證券(ADRs)及環球預託證券(GDRs))、優先股、證券認購證、現金及現金等價物，以及其他股份掛鈎證券。

此指定基金為Morgan Stanley Investment Funds的附屬基金。MSIM Fund Management (Ireland) Limited為Morgan Stanley Investment Funds及其附屬基金(包括指定基金)的管理公司。管理公司將提供投資管理服務、行政管理代理、過

戶代理服務以及市場推廣、本金分配及銷售服務。管理公司繼而將指定基金的投資管理職能交託予指定基金的投資顧問—Morgan Stanley Investment Management Limited。管理公司亦將與Morgan Stanley Investment Funds有關的若干職能交託予其他服務提供機構。Morgan Stanley Investment Management Inc. 則為指定基金的副投資顧問。

本界定供款基金及指定基金以美元為單位。

安聯精選均衡基金(MPP)

本界定供款基金只投資於安聯精選均衡基金(「**指定基金**」)。指定基金旨在投資於多元化的環球股票及定息證券投資組合，以取得高水平(市場之上)的長期整體回報率。預期指定基金會將資產的70%投資於股票，30%投資於定息證券。固定收益部分將包括在世界各國發行的多種工具。指定基金的股票部分將主要投資於香港、日本、北美及歐洲市場，而有較小部分則由管理人酌情決定投資於其他亞洲國家及新興市場。

指定基金(安聯精選基金的附屬基金)是組合型基金，其絕大部分資產投資於管理人基於指定基金的投資目標和政策，而不時釐定認為適合提供所需投資風險承擔的(i)安聯精選基金旗下的其他附屬基金(「**基礎基金**」)及/或(ii)緊貼指數集體投資計劃(「**相關ITCIS**」)。所有基礎基金均獲積金局核准為核准匯集投資基金並獲證監會認可，而所有相關ITCIS均獲積金局核准。指定基金可透過基礎基金及/或相關ITCIS將其最少60%及最多80%的資產投資於環球股票及將最少20%及最多40%的資產投資於定息證券。指定基金會投資於5個或更多的基礎基金及/或相關ITCIS。

預期指定基金會將70%至100%的資產淨值投資於基礎基金，以及不多於30%的資產淨值投資於相關ITCIS。

基礎基金及相關ITCIS將由管理人參考其相關投資後主動篩選及對指定基金投資於該等相關基金的程度進行配置。尤其是，指定基金可將其中最多40%的最近期可用資產淨值投資於安聯精選環球債券基金(安聯精選基金的附屬基金)，該基金旨在透過主要投資於以多種貨幣計值的環球定息證券多元

Through the Underlying Funds and the Underlying ITCIS, the Designated Fund will:

- primarily invest in equities which are broadly diversified (in terms of industry sectors and/or companies of a particular capital size) with a majority of which that are listed and traded on stock exchange approved by the Authority and;
- invest in fixed-interest securities which carry a rating of BBB- or above (as rated by Standard & Poor's) or Baa3 or above (as rated by Moody's Investors Services Inc.) or which in the opinion of the manager would be rated in the range of such rating and fulfill the minimum credit rating requirements set out by the Authority and broadly diversified, for example in terms of the number of issuers. Where the Underlying ITCIS in which the Designated Fund invests tracks a bond index, such bond index will not have a significant portion of the constituent securities that do not satisfy the minimum credit rating requirements set out by the Authority.

The Designated Fund may also hold cash for ancillary purposes. The Designated Fund will not enter into any financial futures contracts or financial option contracts other than for hedging purpose.

Allianz Global Investors Asia Pacific Limited is the manager of Allianz Global Investor Choice Fund and the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in HK dollars.

Allianz Choice Growth Fund (MPP)

This Defined Contribution Fund invests solely in the Allianz Choice Growth Fund (the "**Designated Fund**"). The Designated Fund aims to maximise long term overall returns by investing primarily in global equities. The Designated Fund may invest in the countries comprised in the MSCI World Index which covers all the major world stock markets including those in Japan, North America, Asia and Europe.

The Designated Fund, a sub-fund of Allianz Global Investor Choice Fund, is a fund of funds investing substantially all its assets in (i) other sub-funds of the Allianz Global Investors Choice Fund ("**Underlying Funds**") and/or (ii) index-tracking collective investment schemes ("**Underlying ITCIS**") as determined by the manager from time to time to be appropriate to provide the desired investment exposure for the Designated Fund based on its investment objective and policy. All Underlying Funds are approved as Approved Pooled Investment Funds by the Authority and authorised by the Commission and all Underlying ITCIS are approved by the Authority. The Designated Fund may invest at least 80% and up to 100% of its assets in global equities and up to 20% of its assets in fixed-interest securities via the Underlying Funds and/or the Underlying ITCIS. Generally, the Designated Fund is expected to invest 90% of its assets in global equities and 10% in fixed-interest securities via the Underlying Funds and/or the Underlying ITCIS. The Designated Fund will invest in 5 or more Underlying Funds and/or the Underlying ITCIS.

It is expected that the Designated Fund will invest 70% to 100% of its net asset value in the Underlying Funds and not more than 30% of its net asset value in the Underlying ITCIS.

The Underlying Funds and the Underlying ITCIS will be actively selected and the extent of the Designated Fund's investment in such underlying funds will be allocated by the manager by reference to their underlying investments. In particular, the Designated Fund may invest up to 40% of its latest available net asset value in the Allianz Choice Hong Kong Fund (a sub-fund of Allianz Global Investors Choice Fund) which aims to achieve long term capital growth by investing primarily in Hong Kong equities, including Chinese securities listed in Hong Kong.

Through the Underlying Funds and the Underlying ITCIS, the Designated Fund will:

- primarily invest in equities which are broadly diversified (in terms of industry sectors and/or companies of a particular capital size) with a majority of which that are listed and traded on stock exchange approved by the Authority and;
- invest in fixed-interest securities which carry a rating of BBB- or above (as rated by Standard & Poor's) or Baa3 or above (as rated by Moody's Investors Services Inc.) or which in the opinion of the manager would be rated in the range of such rating and fulfill the minimum credit rating requirements set out by the Authority and broadly diversified, for example in terms of the number of issuers. Where the Underlying ITCIS in which the Designated Fund invests tracks a bond index, such bond index will not have a significant portion of the constituent securities that do not satisfy the minimum credit rating requirements set out by the Authority.

The Designated Fund may also hold cash for ancillary purposes. The Designated Fund will not enter into any financial futures contracts or financial option contracts other than for hedging purpose.

Allianz Global Investors Asia Pacific Limited is the manager of Allianz Global Investor Choice Fund and the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in HK dollars.

Schroder Balanced Investment Fund (MPP)

This Defined Contribution Fund invests solely in the Schroder Balanced Investment Fund (the "**Designated Fund**"). The Designated Fund is a fund of funds. The Designated Fund's investment objective is capital growth in Hong Kong dollars through investment in funds investing in quoted equities and fixed-interest securities, government bonds and cash deposits in any part of the world.

The Designated Fund is a stand-alone fund and is managed by Schroder Investment Management (Hong Kong) Limited.

This Defined Contribution Fund and the Designated Fund are denominated in HK dollars.

化投資組合以實現長期資本增長及收益。

透過基礎基金及相關ITCIS，指定基金將：

- 主要投資於廣泛分散（以行業及／或某一資本規模的公司衡量）股票，其中大部分在積金局核准的證券交易所上市及買賣，以及；
- 投資於評級達到BBB-或以上（標準普爾評級）或Baa3或以上（穆迪投資者服務評級）或管理人認為可獲得該評級範圍的評級並符合積金局所載最低信貸評級規定且廣泛多元化（例如在發行人數目方面）的定息證券。若指定基金投資的相關ITCIS乃追蹤債券指數，該債券指數將不會擁有一大部分不符合積金局所載最低信貸評級規定的成分證券。

指定基金亦可就輔助目的持有現金。除為對沖而訂立者外，指定基金不會訂立任何金融期貨合約或金融期權合約。

安聯環球投資亞太有限公司為安聯精選基金及指定基金的管理人。

本界定供款基金及指定基金以港元為單位。

安聯精選增長基金 (MPP)

本界定供款基金只投資於安聯精選增長基金（「指定基金」）。指定基金的目標是透過主要投資於環球股票以達致最高的長期整體收益。指定基金可投資於摩根士丹利全球股市指數（即涵蓋全球主要股市，包括在日本、北美、亞洲及歐洲）所包括之國家。

指定基金（安聯精選基金的附屬基金）是組合型基金，其絕大部分資產投資於管理人基於指定基金的投資目標和政策，而不時釐定認為適合提供所需投資風險承擔的(i)安聯精選基金旗下的其他附屬基金（「基礎基金」）及／或(ii)緊貼指數集體投資計劃（「相關ITCIS」）。所有基礎基金均獲積金局核准為核准匯集投資基金並獲證監會認可，而所有相關ITCIS均獲積金局核准。指定基金可透過基礎基金及／或相關ITCIS將其最少80%及最多100%的資產投資於環球股票，並將最多20%的資產投資於定息證券。一般而言，指定基金預期透過基礎基金及／或相關ITCIS將其90%的資產投資於環球股票及10%的資產投資於定息證券。指定基金會投資於5個或更多的基礎基金及／或相關ITCIS。

預期指定基金會將70%至100%的資產淨值投資於基礎基金，以及不多於30%的資產淨值投資於相關ITCIS。

基礎基金及相關ITCIS將由管理人參考其相關投資後主動篩選及對指定基金投資於該等相關基金的程度進行配置。尤其是，指定基金可將其中最多40%的最近期可用資產淨值投資於安聯精選香港基金（安聯精選基金的附屬基金），該基金旨在透過主要投資於香港股票（包括在香港上市的中國證券）以實現長期資本增長。

透過基礎基金及相關ITCIS，指定基金將：

- 主要投資於廣泛分散（以行業及／或某一資本規模的公司衡量）股票，其中大部分在積金局核准的證券交易所上市及買賣，以及；
- 投資於評級達到BBB-或以上（標準普爾評級）或Baa3或以上（穆迪投資者服務評級）或管理人認為可獲得該評級範圍的評級並符合積金局所載最低信貸評級規定且廣泛多元化（例如在發行人數目方面）的定息證券。若指定基金投資的相關ITCIS乃追蹤債券指數，該債券指數將不會擁有一大部分不符合積金局所載最低信貸評級規定的成分證券。

指定基金亦可就輔助目的持有現金。除為對沖而訂立者外，指定基金不會訂立任何金融期貨合約或金融期權合約。

安聯環球投資亞太有限公司為安聯精選基金及指定基金的管理人。

本界定供款基金及指定基金以港元為單位。

施羅德組合投資基金 (MPP)

本界定供款基金只投資於施羅德組合投資基金（「指定基金」）。指定基金為基金中的基金。指定基金透過投資於其他投資於世界各地的上市股票及定息證券、政府債券及現金存款的基金，以達致港元資本增長的投資目標。

此指定基金為一獨立基金，由施羅德投資管理（香港）有限公司負責投資管理。

本界定供款基金及指定基金以港元為單位。

Schroder HK Money Market Fund (MPP)

This Defined Contribution Fund invests solely in the Schroder Hong Kong Money Market Fund (the “**Designated Fund**”). The Designated Fund seeks to provide an investment medium for the smaller investor to enjoy the higher rates available from a managed portfolio of short term money market investments combined with a high degree of security and ready availability of monies. The Manager’s policy will be to invest in a range of deposits with banks, commercial paper of leading companies. It invests in a range of Hong Kong dollar deposits and Hong Kong dollar denominated money market instruments of less than twelve months maturity with an average portfolio maturity not exceeding 90 days.

The Designated Fund is a stand-alone fund and is managed by Schroder Investment Management (Hong Kong) Limited.

This Defined Contribution Fund and the Designated Fund are denominated in HK dollars.

Schroder Hong Kong Dollar Bond Fund (MPP)

This Defined Contribution Fund invests solely in Schroder International Selection Fund – Hong Kong Dollar Bond (the “**Designated Fund**”). The Designated Fund aims to provide a return of capital growth and income primarily through investment in a portfolio of bonds and other fixed and floating rate securities denominated in HK dollars and issued by governments, government agencies, supra-national and corporate issuers worldwide.

The Designated Fund is a sub-fund of Schroder International Selection Fund. Schroder Investment Management (Hong Kong) Limited is the investment manager of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in HK dollars.

Schroder International Selection Fund – Global Bond (MPP)

This Defined Contribution Fund invests solely in the Schroder International Selection Fund – Global Bond (the “**Designated Fund**”). The Designated Fund aims to provide a return of capital growth and income primarily through investment in a portfolio of bonds and other fixed and floating rate securities (including, but not limited to, asset-backed securities and mortgage-backed securities) denominated in various currencies issued by governments, government agencies, supra-national and corporate issuers worldwide and financial derivative instruments (including total return swaps). Where the Designated Fund uses total return swaps, the underlying consists of instruments in which the Designated Fund may invest according to its investment objective. The Designated Fund also has the flexibility to implement active currency positions either via currency forwards or via the above instruments. A maximum of 20% of the net assets of the Designated Fund can be invested in securities with a credit

rating below investment grade (as measured by Standard & Poor’s or any equivalent grade of other credit rating agencies). The Designated Fund is a sub-fund of Schroder International Selection Fund. Schroder Investment Management Limited is the investment manager of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

Schroder International Selection Fund – Asian Opportunities (MPP)

This Defined Contribution Fund invests solely in the Schroder International Selection Fund – Asian Opportunities (the “**Designated Fund**”). The Designated Fund aims to provide capital growth primarily through investment in equity securities of Asian (ex Japan) companies. The Designated Fund may invest directly in China A-Shares via the Shanghai-Hong Kong Stock Connect. Indirect exposure to China A-Shares may also be sought through investment in financial instruments such as China market access products and other funds with China access through RMB qualified foreign institutional investor (RQFII) / qualified foreign institutional investors (QFII) quota. The Designated Fund does not currently intend to invest (i) more than 5% of its net asset value in China A-Shares via the Shanghai-Hong Kong Stock Connect and (ii) more than 30% of its net asset value directly and indirectly in China A-Shares and China B-Shares.

The Designated Fund is a sub-fund of Schroder International Selection Fund. Schroder Investment Management (Singapore) Limited is the investment manager of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

Schroder Stable Growth Fund (MPP)

This Defined Contribution Fund invests solely in the Schroder Stable Growth Fund (the “**Designated Fund**”). The Designated Fund is a fund of funds. The Designated Fund’s investment objective is capital appreciation in HK dollars through investment in funds investing in quoted equities and fixed interest securities, government bonds and cash deposits in any part of the world. The Designated Fund is a stand-alone fund and is managed by Schroder Investment Management (Hong Kong) Limited.

This Defined Contribution Fund and the Designated Fund are denominated in HK dollars.

Schroder US Dollar Money Fund (MPP)

This Defined Contribution Fund invests solely in the Schroder U.S. Dollar Money Fund (the “**Designated Fund**”). The Designated Fund’s investment objective is to provide an investment medium for the smaller investor to enjoy the higher rates available from a managed portfolio of short term money market investments combined with a high degree of security and ready availability of monies. The Designated Fund invests in a range of US dollar deposits with banks, and US dollar denominated commercial paper of leading companies and

施羅德金融市場基金 (MPP)

本界定供款基金只投資於施羅德金融市場基金(「**指定基金**」)。指定基金尋求為小投資者提供一個投資媒介，使該等投資者得以從備受管理的短期金融市場投資組合中賺取高息，除高度安全外，更可隨時套現。基金經理的政策將為投資於各種銀行存款、具規模的公司的商業票據。指定基金投資於少於十二個月的各種港元銀行存款及港元計值貨幣市場票據，投資組合的平均存款期不超過九十天。

此指定基金為一獨立基金，由施羅德投資管理(香港)有限公司負責投資管理。

本界定供款基金及指定基金以港元為單位。

施羅德港元債券基金 (MPP)

施羅德港元債券基金(MPP)單純投資於施羅德環球基金系列一港元債券(「**指定基金**」)。指定基金的投資組合由全球各地政府、政府機關、國際及機構發行人，以港元為單位發行的債券和其他定息及浮息證券所組成，旨在通過投資取得資本增長及收益。

此指定基金為施羅德環球基金系列的附屬基金，施羅德投資管理(香港)有限公司乃指定基金的投資經理。

本界定供款基金及指定基金乃以港元為單位。

施羅德環球債券基金 (MPP)

本界定供款基金只會投資於施羅德環球基金系列一環球債券(「**指定基金**」)。指定基金旨在主要透過投資於由各國政府、政府機構、跨國組織和公司發行，並以不同貨幣計價的債券和其他定息及浮息證券(包括但不限於資產抵押證券和按揭抵押證券)、以及金融衍生工具(包括總回報掉期)所組成的投資組合，以提供資本增值和收益。如指定基金運用總回報掉期，總回報掉期的相關投資為指定基金依照投資目標可以投資的工具。指定基金亦可彈性地通過貨幣遠期或上述工具進行積極的貨幣持倉。投資於信貸評級低於投資級別(如標準普爾所衡量或其他信貸評級機構所給予的相若評級)的證券不可超過指定基金資產淨值的20%。指定基金是施羅德環球基金

系列的一項附屬基金。Schroder Investment Management Limited是指定基金的投資經理。

本界定供款基金及指定基金以美元為單位。

施羅德環球亞洲優勢基金 (MPP)

本界定供款基金只會投資於施羅德環球基金系列一亞洲優勢(「**指定基金**」)。指定基金旨在主要透過投資於亞洲(日本除外)公司的股本證券，以提供資本增值。指定基金可透過滬港股票市場交易互聯互通機制直接投資於中國「A」股。其亦可透過某些可進入中國市場的金融工具及透過人民幣合格境外機構投資者(RQFII)/合格境外機構投資者(QFII)額度投資於其他可進入中國市場的其他基金，尋求間接投資於中國「A」股。指定基金目前不擬(i)透過滬港股票市場交易互聯互通機制將超過其資產淨值的5%投資於中國「A」股，及(ii)將超過其資產淨值的30%直接及間接投資於中國「A」股及中國「B」股。

指定基金是施羅德環球基金系列的一項附屬基金。Schroder Investment Management (Singapore) Limited是指定基金的投資經理。

本界定供款基金及指定基金以美元為單位。

施羅德平穩增長基金 (MPP)

本界定供款基金只投資於施羅德平穩增長基金(「**指定基金**」)。指定基金為基金中的基金。指定基金的投資目標為透過投資於其他投資於世界各地的上市股票、定息證券、政府債券及現金存款的基金，以達致港元資本增值的投資目標。此指定基金為一獨立單位信託基金，由施羅德投資管理(香港)有限公司負責投資管理。

本界定供款基金及指定基金以港元為單位。

施羅德美元金融基金 (MPP)

本界定供款基金只投資於施羅德美元金融基金(「**指定基金**」)。指定基金的投資目標為為小投資者提供一個投資媒介，使該等投資者得以從備受管理的短期金融市場投資組合中賺取高息，除高度安全外，更可隨時套現。指定基金投資

other money market instruments of less than twelve months maturity with an average portfolio maturity not exceeding 90 days.

The Designated Fund is a stand-alone fund and is managed by Schroder Investment Management (Hong Kong) Limited.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

Manulife Balanced Fund (MPP)

This Defined Contribution Fund invests solely in the underlying Manulife Balanced Fund (the “**Designated Fund**”), which is not separately available to retail investors. The Designated Fund seeks to take a more balanced approach by aiming to achieve good capital growth in the long term with moderate volatility. The manager will select funds and construct a moderate asset allocation strategy to achieve the investment objective. The Designated Fund will normally invest between 60% to 80% in international equity funds and 20% to 40% in international bond funds and / or money market funds. Investments will be mainly made in US, Europe, Hong Kong and other Asian markets. However, the actual allocation may vary as market and other conditions change.

The Designated Fund is a sub-fund of Manulife Asset Allocation Fund. Manulife Investment Management (Hong Kong) Limited is the manager of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in HK dollars.

Manulife Growth Fund (MPP)

This Defined Contribution Fund invests solely in the underlying Manulife Growth Fund (the “**Designated Fund**”), which is not separately available to retail investors. The Designated Fund seeks to maximise long term capital growth by investing in equity markets. The manager will select funds and construct an aggressive asset allocation strategy to achieve the investment objective. The Designated Fund will normally invest between 80% to 100% assets in global equity funds of major markets and up to a maximum of 20% in bond funds and / or money market funds. Investments will be mainly made in US, Europe, Hong Kong and other Asian markets. However, the actual allocation may vary as market and other conditions change.

The Designated Fund is a sub-fund of Manulife Asset Allocation Fund. Manulife Investment Management (Hong Kong) Limited is the manager of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in HK dollars.

Manulife Stable Fund (MPP)

This Defined Contribution Fund invests solely in the underlying Manulife Stable Fund (the “**Designated Fund**”), which is not separately available to retail investors. The Designated Fund seeks to achieve steady investment returns in the long term through a conservative approach. The manager will select funds and construct a conservative asset allocation strategy to

achieve the investment objective. The Designated Fund will normally invest between 40% to 60% in international equity funds and 40% to 60% in international bond funds and / or money market funds. Investment will be mainly made in US, Europe, Hong Kong and other Asian markets. However, the actual allocation may vary as market and other conditions change.

The Designated Fund is a sub-fund of Manulife Asset Allocation Fund. Manulife Investment Management (Hong Kong) Limited is the manager of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in HK dollars.

Templeton Global Balanced Fund (MPP)

This Defined Contribution Fund invests solely in the Templeton Global Balanced Fund (the “**Designated Fund**”). The Designated Fund’s investment objective is to seek capital appreciation and current income, consistent with prudent investment management, by investing principally in equity securities and government debt securities issued by entities throughout the world, including emerging markets.

The Designated Fund is a sub-fund of Franklin Templeton Investment Funds. Franklin Templeton International Services S.à r.l. is the management company of Franklin Templeton Investment Funds. Franklin Advisers, Inc. and Templeton Asset Management Ltd. are co-investment managers of the Designated Fund.

This Defined Contribution Fund and the Designated Fund are denominated in US dollars.

於少於十二個月的各種美元銀行存款、具規模的公司的美元商業票據及其他貨幣市場工具，投資組合的平均存款期不超過九十天。

此指定基金為一獨立單位信託基金，由施羅德投資管理(香港)有限公司負責投資管理。

本界定供款基金及指定基金以美元為單位。

宏利平衡基金(MPP)

本界定供款基金只投資於相關的宏利平衡基金(「指定基金」)，而指定基金是不會另行提供予零售投資者的。指定基金尋求採取均衡的取向，目標為在溫和的波動下取得長期可觀的資本增長。基金經理將挑選基金，並且將制訂一套溫和的資產分佈策略，以達致投資目標。指定基金通常會投資60%至80%於國際性股票基金，20%至40%於國際性債券基金及／或貨幣市場基金。指定基金將主要投資於美國、歐洲、香港及其他亞洲市場。然而，實際分佈可隨市場及其他情況的變動而更改。

指定基金是宏利資產分佈基金(Manulife Asset Allocation Fund)的附屬基金。宏利投資管理(香港)有限公司是指定基金的基金經理。

本界定供款基金及指定基金以港元為單位。

宏利增長基金(MPP)

本界定供款基金只投資於相關的宏利增長基金(「指定基金」)，而指定基金是不會另行提供予零售投資者的。指定基金透過投資於股票市場，尋求最高的長期資本增長。基金經理將挑選基金及制訂一套進取性資產分佈策略，以達致投資目標。指定基金通常會投資80%-100%資產於主要市場的環球股票基金及最高達20%於債券基金及／或貨幣市場基金。指定基金將主要投資於美國、歐洲、香港及其他亞洲市場。然而，實際分佈可隨市場及其他情況的變動而更改。

指定基金是宏利資產分佈基金(Manulife Asset Allocation Fund)的附屬基金。宏利投資管理(香港)有限公司是指定基金的基金經理。

本界定供款基金及指定基金以港元為單位。

宏利穩定基金(MPP)

本界定供款基金只投資於相關的宏利穩定基金(「指定基金」)，而指定基金是不會另行提供予零售投資者的。指定基金尋求以保守的方式取得長期的平穩的投資回報。基金經理將挑選基金，並且將制訂一套保守的資產分佈策略，以達致

投資目標。指定基金通常會投資40%至60%於國際性股票基金，40%至60%於國際性債券基金及／或貨幣市場基金。指定基金將主要投資於美國、歐洲、香港及其他亞洲市場。然而，實際分佈可隨市場及其他情況的變動而更改。

指定基金是宏利資產分佈基金(Manulife Asset Allocation Fund)的附屬基金。宏利投資管理(香港)有限公司是指定基金的基金經理。

本界定供款基金及指定基金以港元為單位。

鄧普頓環球均衡增長基金(MPP)

本界定供款基金只投資於鄧普頓環球均衡增長基金(「指定基金」)。指定基金之投資目標為以符合審慎的投資管理的原則下，透過主要地投資於世界各地(包括新興市場)機構發行的股票證券及政府債務證券，以謀求資本增值及日常收益。

此指定基金是富蘭克林鄧普頓投資基金的附屬基金。Franklin Templeton International Services S.à.r.l. 為富蘭克林鄧普頓投資基金的管理公司。Franklin Advisers, Inc. 與 Templeton Asset Management Ltd. 為指定基金之共同投資經理。

本界定供款基金及指定基金以美元為單位。

Appendix 2

Summary of Fees and Charges

Fees and charges payable out of the Plan^{Note}

Trustee Fee

For Defined Benefit Funds, 0.10% p.a. or as otherwise agreed with the relevant employer

For Defined Contribution Funds, 0.10% p.a.

Administrator Fee

For Defined Benefits Funds, 0.50% p.a. or as otherwise agreed with the relevant employer

For Defined Contribution Funds, 0.50% p.a.

Management Fee

For Defined Benefit Funds, as agreed with the relevant employer

For Defined Contribution Funds, nil

Operating expenses of the Plan

Fees payable by Employers

Registration Fee	one time fee of HK\$1,200 plus an annual registration fee thereafter
Deed of Attachment Fee	one time fee of HK\$1,500 or HK\$2,500
Solicitor Fee	one time fee of around HK\$1,000
Auditor Fee	one time fee of around HK\$5,000 (subject to the final quotation provided by the Auditor) (if applicable)
Power of Attorney	one time fee of HK\$1,000
Termination Fee	one time fee of HK\$1,500 or HK\$2,500

Fees on Designated Funds

Management Fee	ranges from 0.25%p.a. – 2.75%p.a.
Trustee/Custodian Fee	ranges from 0.0015%p.a. – 0.60%p.a.
Others	please refer to the notes on P. 25 and P. 27

Note: The fees of the Trustee and Administrator will be paid to the Trustee out of the Plan and will be shared between the Trustee and Administrator as set out above.

附錄二

費用及收費摘要

從本計劃須支付的費用^註

信託費

就界定利益基金而言，每年0.10%或與有關僱主另行議定

就界定供款基金而言，每年0.10%

行政費

就界定利益基金而言，每年0.50%或與有關僱主另行議定

就界定供款基金而言，每年0.50%

管理費

就界定利益基金而言，與有關僱主議定

就界定供款基金而言，無

本計劃的營運支出

由僱主支付的費用

登記費	一次收費港幣\$1,200，另加其後年度登記費
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附屬契約費	一次收費港幣\$1,500或港幣\$2,500
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律師費	一次收費約港幣\$1,000
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核數費	一次收費約港幣\$5,000(以核數師提供的最終報價作實)(如適用)
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授權書	一次收費港幣\$1,000
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終止費	一次收費港幣\$1,500或港幣\$2,500
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指定基金的費用

管理費	由每年0.25%—每年2.75%不等
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信託費／保管費	由每年0.0015%—每年0.60%不等
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其他費用	請參閱第26及28頁附註
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備註：受託人及行政管理人的費用將從本計劃中支付給受託人並由受託人與行政管理人按上文所列分攤。

Charges of the Designated Funds

Designated Fund	Management Fee [#]		Trustee/Custodian Fee [#]	
	Current	Maximum	Current	Maximum
Barings Asia Balanced Fund (sub-fund of Barings Global Opportunities Umbrella Fund)	1.00% p.a.	2.00% p.a.	0.10% p.a.	No prescribed limit [#]
Barings Global Bond Fund (sub-fund of Barings International Umbrella Fund)	0.75% p.a.	0.75% p.a.	up to 0.025% p.a.	No prescribed limit [#]
BlackRock Global Funds – European Fund ³ (sub-fund of BlackRock Global Funds)	1.50% p.a.	2.25% p.a.	0.005% p.a. to 0.441% p.a.	No prescribed limit [#]
Fidelity Funds – Global Bond Fund (sub-fund of Fidelity Funds)	0.75% p.a.	2.00% p.a.	0.40% p.a. ⁴	No prescribed limit [#]
HSBC Global Investment Funds – Hong Kong Equity (sub-fund of HSBC Global Investment Funds SICAV)	1.00% p.a.	No prescribed limit [#]	0.35% p.a.	1.00% p.a.
HSBC Managed Growth Fund	0.75% p.a.	2.50% p.a.	0.07% p.a.	0.25% p.a.
JPMorgan SAR Global Bond Fund	0.80% p.a.	3.00% p.a.	0.0295% p.a.	0.30% p.a.
Morgan Stanley Investment Funds US Growth Fund ⁵ (sub-fund of Morgan Stanley Investment Funds)	1.40% p.a.	3.00% p.a.	up to 0.25% p.a.	0.25% p.a.
Allianz Choice Balanced Fund (sub-fund of Allianz Global Investor Choice Fund)	0.63% p.a.	2.00% p.a.	up to 0.07% p.a.	0.25% p.a.
Allianz Choice Growth Fund (sub-fund of Allianz Global Investor Choice Fund)	0.65% p.a.	2.00% p.a.	up to 0.07% p.a.	0.25% p.a.
Schroder Balanced Investment Fund	0.625% p.a.	1.50% p.a.	0.04% p.a.	0.25% p.a.
Schroder Hong Kong Money Market Fund	0.25% p.a.	0.75% p.a.	0.10% p.a.	0.25% p.a.
Schroder International Selection Fund – Global Bond (sub-fund of Schroder International Selection Fund)	0.75% p.a.	No prescribed limit [#]	Up to 0.533% p.a.	No prescribed limit [#]
Schroder International Selection Fund – Hong Kong Dollar Bond (sub-fund of Schroder International Selection Fund)	0.75% p.a.	No prescribed limit [#]	up to 0.533% p.a.	No prescribed limit [#]
Schroder International Selection Fund – Asian Opportunities (sub-fund of Schroder International Selection Fund)	1.50% p.a.	No prescribed limit [#]	up to 0.50% p.a.	0.50% p.a.
Schroder Stable Growth Fund	0.625% p.a.	1.50% p.a.	0.04% p.a.	0.50% p.a.

指定基金的收費

指定基金	管理費 [#]		信託費／保管費 [#]	
	現時	最高	現時	最高
霸菱傾亞均衡基金 (霸菱環球組合傘子基金之附屬基金)	每年 1.00%	每年 2.00%	每年 0.10%	無訂明限額 [#]
霸菱環球債券基金 (霸菱國際傘子基金之附屬基金)	每年 0.75%	每年 0.75%	最高每年 0.025%	無訂明限額 [#]
貝萊德全球基金－歐洲基金 ³ (貝萊德全球基金之附屬基金)	每年 1.50%	每年 2.25%	每年 0.005% 至 每年 0.441%	無訂明限額 [#]
富達基金－環球債券基金 (富達基金之附屬基金)	每年 0.75%	每年 2.00%	每年 0.40% ⁴	無訂明限額 [#]
滙豐環球投資基金－香港股票基金 (滙豐環球投資基金之附屬基金)	每年 1.00%	無訂明限額 [#]	每年 0.35%	每年 1.00%
滙豐增長管理基金	每年 0.75%	每年 2.50%	每年 0.07%	每年 0.25%
摩根宜安國際債券基金	每年 0.80%	每年 3.00%	每年 0.0295%	每年 0.30%
Morgan Stanley Investment Funds 美國增長基金 ⁵ (Morgan Stanley Investment Funds 之附屬基金)	每年 1.40%	每年 3.00%	最高每年 0.25%	每年 0.25%
安聯精選均衡基金 (安聯精選基金之附屬基金)	每年 0.63%	每年 2.00%	最高每年 0.07%	每年 0.25%
安聯精選增長基金 (安聯精選基金之附屬基金)	每年 0.65%	每年 2.00%	最高每年 0.07%	每年 0.25%
施羅德投資組合基金	每年 0.625%	每年 1.50%	每年 0.04%	每年 0.25%
施羅德金融市場基金	每年 0.25%	每年 0.75%	每年 0.10%	每年 0.25%
施羅德環球基金系列－環球債券基金 (施羅德環球基金系列之附屬基金)	每年 0.75%	無訂明限額 [#]	最高每年 0.533%	無訂明限額 [#]
施羅德環球基金系列－港元債券基金 (施羅德環球基金系列之附屬基金)	每年 0.75%	無訂明限額 [#]	最高每年 0.533%	無訂明限額 [#]
施羅德環球基金系列－亞洲優勢基金 (施羅德環球基金系列之附屬基金)	每年 1.50%	無訂明限額 [#]	最高每年 0.50%	每年 0.50%
施羅德平穩增長基金	每年 0.625%	每年 1.50%	每年 0.04%	每年 0.50%

Designated Fund	Management Fee [#]		Trustee/Custodian Fee [#]	
	Current	Maximum	Current	Maximum
Schroder U.S. Dollar Money Fund	0.25% p.a.	0.75% p.a.	0.10% p.a.	0.25% p.a.
Manulife Balanced Fund (sub-fund of Manulife Asset Allocation Fund)	0.80% p.a.	1.50% p.a.	0.10% p.a.	2.00% p.a.
Manulife Growth Fund (sub-fund of Manulife Asset Allocation Fund)	0.80% p.a.	1.50% p.a.	0.10% p.a.	2.00% p.a.
Manulife Stable Fund (sub-fund of Manulife Asset Allocation Fund)	0.80% p.a.	1.50% p.a.	0.10% p.a.	2.00% p.a.
Templeton Global Balanced Fund ⁶ (sub-fund of Franklin Templeton Investment Funds)	0.80% p.a.	No prescribed limit [#]	0.01% to 0.14% p.a.	No prescribed limit [#]

In respect of the Allianz Japan Equity and Allianz Little Dragons, the management fee, administration fee and custodian fee payable are combined into a single all-in-fee, and the current level of which is as follows:

Designated Fund	All-in-fee [#]
Allianz Japan Equity ¹ (sub-fund of Allianz Global Investors Fund)	1.80% p.a.
Allianz Little Dragons ² (sub-fund of Allianz Global Investors Fund)	3.25% p.a.

Notes:

- 1 In addition to the single all-in-fee, the Allianz Japan Equity is subject to the transaction costs incurred for securities transactions which are not included in this all-in-fee.
 - 2 In addition to the single all-in-fee, the Allianz Little Dragons is subject to the transaction costs incurred for securities transactions which are not included in this all-in-fee.
 - 3 The BlackRock Global Funds – European Fund is also subject to an administration fee of up to 0.25% per annum of its net asset value. In addition to the custody safekeeping fees, the custodian also receives transaction fees which are fixed fees chargeable on a per-transaction basis.
 - 4 The fee is based on the financial year ended April 2009. The Fidelity Funds – Global Bond Fund pays a monthly custodian fee calculated by reference to the net asset value of the fund on the last business day of each month and paid monthly in the amount as the custodian and the fund shall determine from time to time in the light of market rates applicable in Luxembourg.
 - 5 The Trustee/Custodian Fee of the Morgan Stanley Investment Funds US Growth Fund represents the monthly administration charge, which covers the fees of the management company, administrator, the registrar and transfer agent, the custodian and certain other expenses incurred in the operation of the fund (for instance, legal and audit fees). The actual custodian's fees payable by the Morgan Stanley Investment Funds US Growth Fund vary depending on the size of the Morgan Stanley Investment Funds US Growth Fund and the location where the investments are made. The Morgan Stanley Investment Funds US Growth Fund is also subject to specific additional costs including, without limitation, the Luxembourg subscription tax ("taxe d'abonnement"), additional custody fees applicable to investment in emerging markets, hedging expenses and the costs relating to the subsidiaries.
 - 6 The Templeton Global Balanced Fund is also subject to a maintenance charge of up to 0.50% p.a. The registrar and transfer, corporate, domiciliary and administrative agent, receive as remuneration a maximum annual fee of 0.2% of the net asset value of the Fund plus an additional fixed amount per shareholder account at the relevant class level over a one year period.
- [#] Apart from the Management and Trustee/Custodian fees, each Designated Fund will also bear other fees and expenses. The Trustee will, where practicable, give reasonable notice to employers and Members entitled to exercise investment choice of any material change to this summary of fees and charges. For details and the latest information (including any restrictions on increase in fees (if applicable)), please refer to the offering document of each Designated Fund. Copies of the offering documents are available from the Trustee.

指定基金	管理費 [#]		信託費／保管費 [#]	
	現時	最高	現時	最高
施羅德美元金融基金	每年0.25%	每年0.75%	每年0.10%	每年0.25%
宏利平衡基金 (宏利資產分佈基金之附屬基金)	每年0.80%	每年1.50%	每年0.10%	每年2.00%
宏利增長基金 (宏利資產分佈基金之附屬基金)	每年0.80%	每年1.50%	每年0.10%	每年2.00%
宏利穩定基金 (宏利資產分佈基金之附屬基金)	每年0.80%	每年1.50%	每年0.10%	每年2.00%
鄧普頓環球均衡增長基金 ⁶ (富蘭克林鄧普頓投資基金之附屬基金)	每年0.80%	無訂明限額 [#]	每年0.01% 至 0.14%	無訂明限額 [#]

就安聯日本股票基金及安聯小龍基金而言，應支付的管理費、行政管理費及保管費合併為單一行政管理費，現有的單一行政管理費水平如下：

指定基金	單一行政管理費 [#]
安聯日本股票基金 ¹ (安聯環球投資基金之附屬基金)	每年1.80%
安聯小龍基金 ² (安聯環球投資基金之附屬基金)	每年3.25%

附註：

- 除了單一行政管理費外，安聯日本股票基金須支付因證券交易而招致，且不涵蓋在總括費用內的交易成本。
 - 除了單一行政管理費外，安聯小龍基金須支付因證券交易而招致，且不涵蓋在總括費用內的交易成本。
 - 貝萊德全球基金－歐洲基金亦須繳付相等於每年不超過其資產淨值0.25%的行政費。除保管年費外，保管人亦就每項交易收取定額的交易費。
 - 費用根據截至二〇〇九年四月止的會計年度計算。富達基金－環球債券基金每月支付一筆保管費，保管費乃根據該基金於每個月最後一個營業日的資產淨值計算，而每月所支付的金額則由保管人與該基金不時因應盧森堡現行市場利率釐定。
 - Morgan Stanley Investment Funds美國增長基金的信託費／保管費代表每月行政管理收費，其中包括管理公司、行政管理人、過戶代理人及保管人的費用，以及若干其他因基金營運所招致的開支（例如法律及審計費用）。Morgan Stanley Investment Funds美國增長基金實際應支付的保管人費用會因Morgan Stanley Investment Funds美國增長基金的規模及作出投資的地點而更改。Morgan Stanley Investment Funds美國增長基金亦須繳付特定額外成本，其中包括（但不限於）盧森堡認購稅（「taxe d'abonnement」）。適用於新興市場投資的額外保管費用、對沖開支及與附屬公司有關的成本。
 - 鄧普頓環球均衡增長基金另有高達每年0.50%的維持費。股份及過戶、公司、戶籍及行政代理商收取每年不多於基金資產淨值的0.2%及另加每個股東戶口按股份類別一年內的一個固定金額作為報酬。
- [#] 除上述之管理費及信託費／保管費，每一指定基金亦將負擔其他收費和費用。如此費用及收費摘要有任何重大更改，受託人將在可行情況下向僱主及有權行使投資選擇權的成員發出合理通知。有關詳情及最新資料（包括對提高收費的任何限制（如適用）），請參閱各指定基金的發售文件。受託人備有發售文件可供查閱。