

## Employment Support Scheme (“ESS”)

Application period	Subsidy disbursement in	Subsidy Amount
Aug 31 – Sep 13, 2020	3 – 4 weeks after application	One-off lump sum payment of HK\$7,500

Full details of ESS can be found on the **ESS portal** at [www.ess.gov.hk](http://www.ess.gov.hk).

Enquiry about the ESS arrangement, application procedure, vetting and payment of subsidy, etc. can be addressed by:

- email to [enquiry@employmentsupport.hk](mailto:enquiry@employmentsupport.hk)
- call the ESS Hotline on **1836 122**
- visit the **ESS Help Desks** located in North Point, Kwun Tong and Tsuen Wan (by appointment only)



(ESS Portal)



(ESS FAQ)

Application workflow:

- ① **Self-Employed Person** submits an online application via the ESS portal at [www.ess.gov.hk](http://www.ess.gov.hk). Please refer to the ESS webpage on the requirements for the provision of supporting documents.
- ② **ESS processing agent (“PA”)** approaches Manulife directly to obtain your MPF account record.
- ③ **Manulife** provides MPF record certificate to PA within 3 business days upon receipt of PA’s notification.
- ④ **PA** assesses application and arranges payment via the Treasury.

Manulife will notify you upon receipt of request from the ESS processing agent for provision of your MPF records.

You may also check your account status via your e-MPF online account anytime at [www.manulife.com.hk](http://www.manulife.com.hk)

### How to fill the online application form?

**Employment Support Scheme Application Form (Self-Employed Person)**

Step 1/3

Self-employed Person Information

Surname (The name must be the same as the name shown on the records of the MPF trustee)

Chinese:

English:

Given Name (The name must be the same as the name shown on the records of the MPF trustee)

Chinese:

English:

Hong Kong Identity Card number (first 5 alphanumeric digits)

Please select your registered MPF Scheme(s) (MPF account should have set up on or before 31 March 2020 (i.e. cannot be backdated to that date or any earlier dates), and has not been terminated as of 31 March 2020.)

Your MPF Scheme Registration/Participation Number

**a** Please select **b** Please select **c**

Apart from filling your personal information, you may refer to the below when filling your MPF scheme’s information.

- a** Select **Manulife Provident Funds Trust Company Limited**.
- b** Select **Manulife Global Select (MPF) Scheme**.
- c** Input the **first 7-digit numeric member account no.** Your member account no. can be found on the top right hand corner of the Member Benefit Statement as indicated below.

#### Manulife Global Select (MPF) Scheme 宏利環球精選(強積金)計劃

#### Member Benefit Statement 成員權益報表

CHAN TAI MAN  
RM A 12/F BLK 1  
HAPPY ESTATE  
HONG KONG

<b>c</b> Member Account No. 成員帳戶號碼:	1234567
Employer's Identification No. 僱主識別號碼:	N/A 不適用
Date of Inception 帳戶生效日期:	01/08/2005
Issue Date 編印日期:	01/05/2020
Statement Coverage Period 報表涵蓋期:	01/04/2019 – 31/03/2020
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Member Account Type 成員帳戶類別: Self-employed Contribution Account 自僱人士強積金戶

Applicant making false declaration or other abuses of ESS will be legally liable, in addition to claw back of the subsidy amount with penalty.

For enquiry regarding your Manulife MPF account information, please call Manulife ESS Enquiry Hotline on **2108 1170**.

Updated as of Aug 21, 2020. For general reference only. Please refer to the ESS portal for full details of the arrangement.