



# Key Scheme Information Document for **BCT (MPF) Industry Choice**

**Trustee:** Bank Consortium Trust Company Limited

**Sponsor:** BCT Financial Limited

**Scheme year end:** 31 December

**Number of constituent funds:** 12

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This Key Scheme Information Document (KSID) provides you with key information about **BCT (MPF) Industry Choice**, which forms part of the offering document. You should not make investment decisions based solely on this KSID. For details of BCT (MPF) Industry Choice, please refer to the **MPF Scheme Brochure for BCT (MPF) Industry Choice** and the **Trust Deed for BCT (MPF) Industry Choice**, copies of these documents are available via the following links and QR codes:

**MPF Scheme Brochure for BCT (MPF) Industry Choice:** [bcthk.com/IS-Scheme-Brochure-en](https://bcthk.com/IS-Scheme-Brochure-en)



**Trust Deed for BCT (MPF) Industry Choice:** [bcthk.com/IS-Master-Trust-Deed](https://bcthk.com/IS-Master-Trust-Deed)



Version Date: 2 September 2024

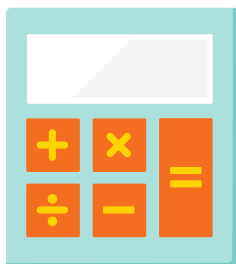


## Why is MPF important to you?

- The Mandatory Provident Fund (MPF) System aims at assisting the working population of Hong Kong to accumulate retirement savings by making regular contributions. Employees (full time or part-time) and self-employed persons aged 18 to 64, except the exempt persons, are required to participate in an MPF Scheme. To enrol in **BCT (MPF) Industry Choice**, please submit the completed application form to us. The application form can be downloaded via



[bcthk.com/en/support/forms](https://bcthk.com/en/support/forms)



- To facilitate your retirement planning, you may use MPFA's Retirement Planning Calculator to calculate:
  - your retirement needs;**
  - your projected MPF and other retirement savings upon your retirement; and**
  - how much you need to save to meet your retirement needs.**



<https://bit.ly/3o1qU9C>



- If you are an employer, you need to know your MPF obligations, including enrolling new employees, making contributions and reporting terminated employees. If you have any questions relating to your MPF obligations as an employer, please contact us. To become a participating employer of **BCT (MPF) Industry Choice**, please submit the completed application form to us. The application form can be downloaded via



[bcthk.com/IS-ER-Form](https://bcthk.com/IS-ER-Form)



## Your MPF contributions

- If you are a casual employee (employed on a daily basis or for a fixed period of less than 60 days), your contributions would be calculated as follows:

Daily Income *	Mandatory contribution amount	
	Employer's contributions	Employee's contributions
Less than \$280	\$10	Not required
\$280 or more but less than \$350	\$15	\$15
\$350 or more but less than \$450	\$20	\$20
\$450 or more but less than \$550	\$25	\$25
\$550 or more but less than \$650	\$30	\$30
\$650 or more but less than \$750	\$35	\$35
\$750 or more but less than \$850	\$40	\$40
\$850 or more but less than \$950	\$45	\$45
\$950 or more	\$50	\$50

\* In relation to a non-daily-rated casual employee, the "Daily Income" is determined as follows:

$$\text{Daily income} = \frac{\text{Total relevant income earned from an employer in a contribution period}}{\text{Total no. of days worked for the employer in the contribution period}}$$



## Your MPF contributions

- For non-casual employees (in full time or part-time), both you and your employer are required to make regular MPF contributions for you, based on your “relevant income” as follows:

Monthly Relevant Income	Mandatory Contribution Amount	
	Employer's Contributions	Employee's Contributions
Less than \$7,100	Relevant income x 5%	Not required
\$7,100 - \$30,000	Relevant income x 5%	Relevant income x 5%
More than \$30,000	\$1,500	\$1,500

- “Relevant income” refers to wages, salaries, leave pay, fees, commissions, bonuses, gratuities, perquisites or allowances, expressed in monetary terms, paid or payable by an employer to an employee, but excludes severance payments or long service payments under the Employment Ordinance.
- All contributions are immediately vested in you, except for the MPF derived from the employer’s contributions for offsetting severance payments or long service payments.
- If you are self-employed, you are required to make MPF contributions as follows:

Relevant Income		Self-employed Person's Contributions
Annual	Monthly Average	
Less than \$85,200	Less than \$7,100	Not required
\$85,200 - \$360,000	\$7,100 - \$30,000	Relevant income x 5%
More than \$360,000	More than \$30,000	$\$360,000 \times 5\% = \$18,000$ per year <b>OR</b> $\$30,000 \times 5\% = \$1,500$ per month

- Whether you are an employee or self-employed, you may also **consider making additional contributions** (i.e. Voluntary Contributions (VC), Tax Deductible Voluntary Contributions (TVC) and Special Voluntary Contributions (SVC) ) in light of your personal needs.

	Voluntary Contributions	Tax Deductible Voluntary Contributions	Special Voluntary Contributions
<b>How to Open an Account</b>	Your employer helps you open an account under the MPF scheme chosen by the company	You select your own MPF scheme and open an account on your own. (Note: some MPF schemes do not provide TVC accounts. You may check the MPF schemes which offer TVC accounts on MPFA's Trustee Service Comparative Platform ( <a href="https://tsplatform.mpfa.org.hk/scp/eng">tsplatform.mpfa.org.hk/scp/eng</a> ).	You select your own MPF scheme and open an account on your own. (Note: some MPF schemes do not provide SVC accounts. You may check the MPF schemes which offer SVC accounts on MPFA's Trustee Service Comparative Platform).

- For details of different types of contributions, you may refer to the **MPF Scheme Brochure for BCT (MPF) Industry Choice** - Administrative Procedures Section which is available via the link: [bcthk.com/IS-Scheme-Brochure-en](https://bcthk.com/IS-Scheme-Brochure-en)



## How do we invest your money?

- Upon joining the scheme, if you have not given us any investment instructions, your money will be invested under the Default Investment Strategy (DIS) automatically. For details of the DIS, you may refer to the **MPF Scheme Brochure for BCT (MPF) Industry Choice** - Fund Options, Investment Objectives and Policies Section which is available via the link: [bcthk.com/IS-Scheme-Brochure-en](https://bcthk.com/IS-Scheme-Brochure-en)
- Alternatively, you can choose to invest in the following funds:

No.	Name of Constituent Fund	Investment Manager <sup>#</sup>	Fund Descriptor	Investment Focus	Investment Objectives	Management fees (As a percentage of net asset value per annum)
1	BCT (Industry) Core Accumulation Fund	Invesco	Mixed Asset Fund – Global	Around 60% in global equities and around 40% in global bonds, cash and money market instruments	To provide capital growth	0.75%
2	BCT (Industry) Age 65 Plus Fund	Invesco	Mixed Asset Fund – Global	Around 20% in global equities and around 80% in global bonds, cash and money market instruments	To provide stable growth	
3	BCT (Industry) China and Hong Kong Equity Fund	Amundi	Equity Fund – China & Hong Kong	70% to 100% in equities and 0 to 30% in cash and cash equivalents, deposits and money market instruments	To provide long-term capital appreciation	Up to 1.52%
4	BCT (Industry) Asian Equity Fund	Amundi	Equity Fund – Asia ex-Japan	70% to 100% in equities and 0 to 30% in cash and cash equivalents, deposits and money market instruments	To provide long-term capital growth	Up to 1.60%
5	BCT (Industry) Global Equity Fund	Amundi	Equity Fund – Global	70% to 100% in equities and 0 to 30% in cash and cash equivalents, deposits and money market instruments	To provide capital growth over the medium to long term	Up to 1.585%
6	BCT (Industry) E70 Mixed Asset Fund	Amundi	Mixed Asset Fund – Global	Normally 70% in equities and 30% in fixed income securities, cash and cash equivalents, deposits and money market instruments	To provide capital appreciation over the long term	Up to 1.53%
7	BCT (Industry) E50 Mixed Asset Fund	Amundi	Mixed Asset Fund – Global	Normally 50% in equities and 50% in fixed income securities, cash and cash equivalents, deposits and money market instruments	To provide capital appreciation and a stable level of income over the long term	
8	BCT (Industry) E30 Mixed Asset Fund	Amundi	Mixed Asset Fund – Global	Normally 30% in equities and 70% in fixed income securities, cash and cash equivalents, deposits and money market instruments	To provide capital growth over the long term with a view to minimizing the risk of capital loss	
9	BCT (Industry) Flexi Mixed Asset Fund	AllianzGI AP	Mixed Asset Fund – Global	Under normal circumstances, it is expected that 0 to 25% will be invested in equities and 75% to 100% in fixed interest securities and cash	To provide long-term capital preservation not related to an index	Up to 1.52%
10	BCT (Industry) RMB Bond Fund	Invesco	Bond Fund – China	70% to 100% in debt instruments and 0 to 30% in cash and money market instruments	To provide steady growth over the long term	1.175%
11	BCT (Industry) Global Bond Fund	Amundi	Bond Fund – Global	70% to 100% in fixed income securities and 0 to 30% in cash and cash equivalents, deposits and money market instruments	To provide total investment return over the medium to long term	Up to 1.45%
12	BCT (Industry) MPF Conservative Fund	Invesco	Money Market Fund – Hong Kong	100% in Hong Kong dollar denominated bank deposits and short-term debt securities	To provide a rate of return which matches or exceeds the Hong Kong dollar savings rate	0.88%

<sup>#</sup> **Investment Manager: Allianz Global Investors Asia Pacific Limited (“AllianzGI AP”), Amundi Hong Kong Limited (“Amundi”), Invesco Hong Kong Limited (“Invesco”).**

**Note** – The management fees shown in the table above include the management fees chargeable by the fund and its underlying fund(s) only. There may be other fees and charges chargeable to the fund and its underlying fund(s) or to you. For details, please refer to the **MPF Scheme Brochure for BCT (MPF) Industry Choice** - Fees and Charges Section, which is available via the link: [bcthk.com/IS-Scheme-Brochure-en](https://bcthk.com/IS-Scheme-Brochure-en)

To help you make comparisons across different MPF funds and schemes, you may refer to the information on the MPF Fund Platform via the link: [https://mfp.mpfa.org.hk/eng/mpp\\_index.jsp](https://mfp.mpfa.org.hk/eng/mpp_index.jsp)



## What are the risks of your MPF investment?

Investment involves risks. Please refer to the **MPF Scheme Brochure for BCT (MPF) Industry Choice** – Risk Section for details of the risk factors to which the funds are exposed, which is available via the link: [bcthk.com/IS-Scheme-Brochure-en](https://bcthk.com/IS-Scheme-Brochure-en)

A risk class is assigned to each fund with reference to a seven-point risk classification scale based on the latest fund risk indicator of the fund. A fund in a higher risk class tends to show a greater volatility of return than a low-risk class fund. Information about the latest risk class of each fund is set out in the latest fund fact sheet (FFS) of **BCT (MPF) Industry Choice**, which is available via the link: [bcthk.com/IS-Fund-Fact-Sheet](https://bcthk.com/IS-Fund-Fact-Sheet)



## How to transfer your MPF?

If you are an employee, you may opt to transfer your MPF derived from employee mandatory contributions in your contribution account under current employment (Original Scheme) to any other MPF schemes of your choice (New Scheme) once a year<sup>1</sup>. If your transfer involves selling your interests in a guarantee fund in another MPF scheme, please check the terms and conditions of this fund as failure to fulfill some qualifying conditions may cause the loss of guaranteed returns. Your contribution account under current employment may consist of different parts of MPF derived from different sources and subject to different transfer rules, as follows:

Parts of MPF in a contribution account (i.e. Types of contributions that the MPF are derived from)	Transfer rule	Type of account receiving the MPF
Contributions from current employment		
Employer mandatory contributions	Not transferable	–
Employee mandatory contributions	Transferable once every calendar year <sup>1</sup>	Personal account
Employer voluntary contributions	Subject to the governing rules of the Original Scheme	
Employee voluntary contributions		
Contributions from former employment		
Mandatory contributions transferred to the contribution account under current employment	Transferable at any time	Personal account or other contribution accounts <sup>2</sup>
Voluntary contributions transferred to the contribution account under current employment	Subject to the governing rules of the Original Scheme	

If you are a self-employed person or tax deductible voluntary contribution (TVC) account holder, you can transfer your MPF held in your MPF contribution account, personal account or TVC account to any other MPF schemes of your choice at any time.

<sup>1</sup> Unless the governing rules of the Original Scheme provide for more frequent transfer-out.

<sup>2</sup> Only applies to employees with two or more contribution accounts. If an employee is employed by more than one employer at the same time, he/she may have more than one contribution account.





## How to manage your MPF when changing jobs?

- You should proactively manage the MPF accumulated during your previous employment in one of the following ways:

### Method 1

Transfer the MPF to your "contribution account" opened under your new employment

### Method 2

Transfer the MPF to your existing "personal account"

- If you do not have any personal accounts, and you are satisfied with the MPF scheme chosen by your former employer, you may consider retaining your MPF in a personal account under the scheme of your previous employment for investment.
- Forms for transfer of MPF can be downloaded via the link and QR code:



[bcthk.com/Fund-Transfer-Form](https://bcthk.com/Fund-Transfer-Form)



- Method 2 is for regular employees only. Casual employee please transfer the MPF assets to existing personal account under other MPF schemes.
- If you have any questions relating to transfer of MPF, please contact us.



## When should you adjust your MPF fund choices?

In general, it is a good practice to review your fund choices regularly and adjust your MPF fund choices as you think fit.

### How to adjust your MPF fund choices?

- You may complete and submit a new investment instruction form to us.
- You may send your new investment instructions to us by post/courier, fax, or through our company's website.
- In order that your instructions can be processed within the same day, you must send us the completed investment instructions before the cut-off time. For details, please visit our website via the link: [bcthk.com](https://bcthk.com)



## When can you withdraw your MPF?

- Once you reach the age of 65, you can choose to withdraw your MPF in one lump-sum, by instalments or retain your MPF in your account.
- By law you can withdraw your MPF early on the following six grounds:



- The law does not stipulate any deadlines for withdrawing MPF. You should consider your personal needs before making a withdrawal application. If you choose to retain all your MPF in your account, no application is required. Your MPF will continue to be invested in the fund(s) you have selected.
- Forms for withdrawal of MPF can be downloaded via the links and QR codes:
- Claim Form for Payment of MPF Accrued Benefits (Benefits) on Grounds of Permanent Departure from Hong Kong / Total Incapacity / Terminal Illness / Small Balance / Death (For Scheme Member):



[bcthk.com/Claim-Others](https://bcthk.com/Claim-Others)



- Claim Form for Payment of MPF Accrued Benefits (Benefits) on Grounds of Attaining the Retirement Age of 65 or Early Retirement (For Scheme Member):



[bcthk.com/Claim-65](https://bcthk.com/Claim-65)



- If you have any questions relating to withdrawal of MPF, please contact us.



## Additional information useful to you

### Taxation

Employees are allowed to claim salaries tax deduction for their mandatory contributions, subject to a maximum deduction of \$18,000 per year. Contributions that are made to TVC accounts may also be eligible for tax deduction. We recommend that you seek professional advice regarding your own tax circumstances.

### Documents from us

Scheme members will receive the following documents:

1. Upon joining the scheme: this KSID and the Notice of Participation; and
2. Within three months after the scheme year end: the Annual Benefit Statement.

### Other information

This KSID only provides a summary of the key features of **BCT (MPF) Industry Choice**. For details of **BCT (MPF) Industry Choice**, please refer to the Master Trust Deed and the **MPF Scheme Brochure for BCT (MPF) Industry Choice**. Copies of these documents are available via the following links and QR codes:

**MPF Scheme Brochure for BCT (MPF) Industry Choice:**



[bcthk.com/IS-Scheme-Brochure-en](https://bcthk.com/IS-Scheme-Brochure-en)



**Trust Deed for BCT (MPF) Industry Choice:**



[bcthk.com/IS-Master-Trust-Deed](https://bcthk.com/IS-Master-Trust-Deed)



The On-going Cost Illustrations for BCT (MPF) Industry Choice, a document which illustrates the on-going costs on contributions to constituent funds in **BCT (MPF) Industry Choice**, is available via the following link and QR code:



[bcthk.com/IS-OCI-en](https://bcthk.com/IS-OCI-en)



The Fund Fact Sheets provide basic information (e.g. fund performance) on individual funds of **BCT (MPF) Industry Choice**, copies of these documents are available via the following link and QR code:



[bcthk.com/IS-Fund-Fact-Sheet](https://bcthk.com/IS-Fund-Fact-Sheet)



### Personal Data Statement

For privacy statement details of our company, please refer to the following link:

<https://bcthk.com/en/important/privacy-statement> or mail to "Data Protection Officer of BCT" (18/F Cosco Tower, 183 Queen's Road Central, Hong Kong).



## How to make enquiries and complaints?

If you would like to make an enquiry or a complaint, please feel free to contact us.

<b>Member Hotline</b>	2298 9333
<b>Customer Service Centre</b>	18/F Cosco Tower, 183 Queen's Road Central, Hong Kong
<b>Interactive Voice Response System</b>	2298 9333
<b>Fax number</b>	2520 0303
<b>Postal address</b>	18/F Cosco Tower, 183 Queen's Road Central, Hong Kong
<b>Trustee's website</b>	<a href="https://bcthk.com">bcthk.com</a>

For information on our performance pledge, please visit our website.