



Key Scheme Information Document for **BCT Strategic MPF Scheme**

Trustee: Bank Consortium Trust Company Limited

Sponsor: BCT Financial Limited

System operator: eMPF Platform Company Limited

Investment Manager: Invesco Hong Kong Limited

Scheme year end: 31 March

Number of constituent funds: 13

CONTENTS

Why is MPF important to you?	2
Your MPF contributions	3
How do we invest your money?	4
What are the risks of your MPF investment?	5
How to transfer your MPF?	6
How to manage your MPF when changing jobs?	6
When should you adjust your MPF fund choices?	7
When can you withdraw your MPF?	7
Additional information useful to you	8
How to make enquiries and complaints?	8

This Key Scheme Information Document (“KSID”) provides you with key information about BCT Strategic MPF Scheme (“Master Trust”), which forms part of the offering document. You should not make investment decisions based solely on this KSID. For details of the Master Trust, please refer to the MPF Scheme Brochure (the “MPF Scheme Brochure”) and the trust deed (“Trust Deed”) of the Master Trust. Copies of these documents are available via the link and QR code below:

MPF Scheme Brochure for BCT Strategic MPF Scheme: bcthk.com/wr/ST-Scheme-Brochure-en



Trust Deed for BCT Strategic MPF Scheme: bcthk.com/wr/ST-Trust-Deed





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 the Master Trust, please submit enrolment instructions to the eMPF Platform via the eMPF Web Portal or the eMPF Mobile App.



eMPF Web Portal:

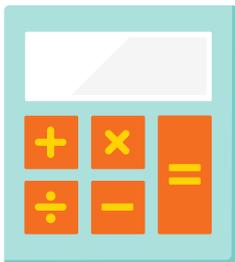


<https://portal.empf.org.hk/login?lang=en>

eMPF Mobile App:



<https://eMPF.org.hk/app>



- 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 the eMPF Platform.
- Employers who wish to enrol their employees in the Master Trust should apply to become a participating employer by submitting enrolment instructions to the eMPF Platform via the eMPF Web Portal:

eMPF Mobile App:



or the



Your MPF contributions

- If you are an employee (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 HK\$7,100	Relevant income x 5%	Not required
HK\$7,100 to HK\$30,000	Relevant income x 5%	Relevant income x 5%
More than HK\$30,000	HK\$1,500	HK\$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 which, to the extent permitted by law, may be used 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 HK\$85,200	Less than HK\$7,100	Not required
HK\$85,200 to HK\$360,000	HK\$7,100 to HK\$30,000	Relevant income x 5% HK\$360,000 x 5% = HK\$18,000 per year
More than HK\$360,000	More than HK\$30,000	OR HK\$30,000 x 5% = HK\$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
How to Open an Account	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.	You select your own MPF scheme and open an account on your own.

- For details of different types of contributions, you may refer to the section headed “Contributions” in the MPF Scheme Brochure of the Master Trust, which is available via the link:

bcthk.com/wr/ST-Scheme-Brochure-en





How do we invest your money?

- Upon joining the Master Trust, if you have not given the eMPF Platform 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 section headed “Default Investment Strategy” in the MPF Scheme Brochure of the Master Trust, which is available via the link:

bcthk.com/wr/ST-Scheme-Brochure-en



- Alternatively, you can choose to invest in the following constituent funds of the Master Trust:

No.	Name of Constituent Fund	Investment Manager	Fund Descriptor	Investment Focus	Investment Objectives	Management fees (as a percentage of net asset value per annum)
1	Invesco Core Accumulation Fund	Invesco Hong Kong Limited	Mixed Asset Fund – Global – maximum equity 65%	Around 60% in equities with balance in bonds, cash and money market instruments	To achieve capital growth	Class A: 0.750% Class H: 0.750%
2	Invesco Age 65 Plus Fund	Invesco Hong Kong Limited	Mixed Assets Fund – Global – maximum equity 25%	Around 20% in equities with balance in bonds, cash and money market instruments	To achieve stable growth	Class A: 0.750% Class H: 0.750%
3	Invesco Hong Kong and China Equity Fund	Invesco Hong Kong Limited	Equity Fund – Hong Kong and China	Up to 100% in equities	To achieve long term capital appreciation	Class A: 1.160% Class H: 1.040%
4	Invesco Asian Equity Fund	Invesco Hong Kong Limited	Equity Fund – Asia, excluding Japan	Up to 100% in equities	To achieve long term capital appreciation	Class A: 1.160% Class H: 1.040%
5	Invesco Growth Fund	Invesco Hong Kong Limited	Equity Fund – Global	Up to 100% in equities	To achieve long term capital appreciation	Class A: 1.160% Class H: 1.040%
6	Invesco Balanced Fund	Invesco Hong Kong Limited	Mixed Assets Fund – Global – maximum equity around 70%	Around 30% in bonds; around 70% in equities	To achieve capital appreciation in excess of Hong Kong salary inflation over the long term	Class A: 1.160% Class H: 1.040%
7	Invesco Capital Stable Fund	Invesco Hong Kong Limited	Mixed Assets Fund – Global – maximum equity around 30%	Around 70% in bonds; around 30% in equities	To achieve capital preservation over the long term whilst seeking to enhance returns	Class A: 1.160% Class H: 1.040%
8	Invesco Global Bond Fund	Invesco Hong Kong Limited	Bond Fund – Global	Up to 100% in bonds	To achieve steady growth over the long term	Class A: 1.160% Class H: 1.040%
9	Invesco MPF Conservative Fund	Invesco Hong Kong Limited	Money Market Fund – Hong Kong	Deposits, money market instruments and debt securities	To preserve capital with minimal risk	Class A: 0.663% Class H: 0.663%
10	Invesco RMB Bond Fund	Invesco Hong Kong Limited	Bond Fund – China	70%-100% in RMB denominated debt instruments and up to 30% in non-RMB denominated debt instruments and money market instruments	To achieve steady growth over the long term	Class A: 1.160% Class H: 1.040%

No.	Name of Constituent Fund	Investment Manager	Fund Descriptor	Investment Focus	Investment Objectives	Management fees (as a percentage of net asset value per annum)
11	Invesco Hang Seng Index Tracking Fund	Invesco Hong Kong Limited	Equity Fund – Hong Kong	Up to 100% in equities	To achieve long-term capital growth	Class A: Up to 0.745% Class H: Up to 0.705%
12	Invesco Global Index Tracking Fund	Invesco Hong Kong Limited	Equity Fund – Global	Up to 100% in equities	To achieve long-term capital growth	Class A: Up to 1.100%* Class H: Up to 1.100%*
13	Invesco US Index Tracking Fund	Invesco Hong Kong Limited	Equity Fund – US	Up to 100% in equities	To achieve long-term capital growth	Class A: Up to 1.000%** Class H: Up to 1.000%**

* Up to 1.100% per annum if NAV is below HK\$2 billion or up to 1.060% per annum if NAV equals to or exceeds HK\$2 billion.

** Up to 1.000% per annum if NAV is below HK\$2 billion or up to 0.960% per annum if NAV equals to or exceeds HK\$2 billion.

Note – The management fees shown in the table above include the management fees chargeable by the constituent fund and its underlying fund(s) only. There may be other fees and charges chargeable to the constituent fund and its underlying fund(s) or to you. For Invesco Global Index Tracking Fund and Invesco US Index Tracking Fund, there will be no double-charging of investment management fee at the level of the constituent fund and its underlying fund. For details, please refer to the section headed “Fees and Charges” in the MPF Scheme Brochure of the Master Trust, which is available via the link:

bcthk.com/wr/ST-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



What are the risks of your MPF investment?

Investment involves risks. Please refer to the section headed “Risk Factors” in the MPF Scheme Brochure of the Master Trust for details of the risk factors to which the funds are exposed, which is available via the link:

bcthk.com/wr/ST-Scheme-Brochure-en



A risk class is assigned to each constituent fund with reference to a seven-point risk classification scale based on the latest fund risk indicator of the constituent fund. A constituent fund in a higher risk class tends to show a greater volatility of return than a low-risk class constituent fund. Information about the latest risk class of each constituent fund is set out in the latest fund fact sheet (FFS) of the Master Trust, which is available via the link:

bcthk.com/wr/ST-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 year¹. 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 ¹	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 ²
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 (as the case may be) to any other MPF schemes of your choice at any time. Transfers of SVC between MPF schemes are not permitted.

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

² 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 benefits 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.
- Transfer instructions can be submitted via the eMPF Web Portal and the eMPF Mobile App:

eMPF Web Portal: <https://portal.empf.org.hk/login?lang=en>



eMPF Mobile App: <https://empf.org.hk/app>



- If you have any questions relating to transfer of MPF, please contact the eMPF Platform.



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 switch or rebalance all or part of the units of a constituent fund to another constituent fund or constituent funds by submitting a switching / rebalancing instruction to the eMPF Platform via the eMPF Web Portal or the eMPF Mobile App:

eMPF Web Portal:



eMPF Mobile App:



- In general, if a valid switching / rebalancing instruction is received by the eMPF Platform before the dealing cut-off time at 4 p.m. on a dealing day, the redemption of units in the original constituent fund and subscription for units in the new constituent fund will generally be processed by using the unit prices on the valuation date relating to the dealing day on which the switching / rebalancing instruction is received by the eMPF Platform. For further information as to the dealing day for processing your order, please refer to the MPF Scheme Brochure.
- You may also change your investment mandate for future contributions by giving a new investment mandate to the eMPF Platform.
- For details of the above, please refer to the sections headed “Switching / Rebalancing” and “Changing Investment Mandate” in the MPF Scheme Brochure, which is available via the link:

bcthk.com/wr/ST-Scheme-Brochure-en



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.
- Withdrawal instructions can be submitted to the eMPF Platform via the eMPF Web Portal or the eMPF Mobile App:

eMPF Web Portal: <https://portal.empf.org.hk/login?lang=en>



eMPF Mobile App: <https://eMPF.org.hk/app>



- If you have any questions relating to withdrawal of MPF, please contact the eMPF Platform.



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 the Master Trust

Scheme members will receive the following documents via the eMPF Platform:

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 the Master Trust. For details of the Master Trust, please refer to the Trust Deed and the MPF Scheme Brochure. Copies of these documents are available via the link and QR code below:	The On-going Cost Illustrations for the Master Trust, a document which illustrates the on-going costs on contributions to constituent funds in the Master Trust, is appended at the end of the MPF Scheme Brochure which is available via the following link:	The fund fact sheets provide basic information (e.g. fund performance) on individual constituent funds of the Master Trust. Copies of these documents are available via the following link:
bcthk.com/wr/ST-Trust-Deed 	bcthk.com/wr/ST-Scheme-Brochure-en 	bcthk.com/wr/ST-Fund-Fact-Sheet 

If you wish to submit paper-based instructions to the eMPF Platform, the relevant forms can be downloaded via the eMPF Platform's website at <https://empf.org.hk/forms/en>.

Personal Data Statement

To obtain the latest copy of the personal data statement, please write to the Data Protection Officer at the office of BCT Financial Limited (18/F Cosco Tower, 183 Queen's Road Central, Hong Kong), or contact the eMPF Platform.



How to make enquiries and complaints?

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

eMPF Customer Service Hotline	(852) 183 2622 Office Hours: Monday to Friday: 9:00 am – 7:00 pm; Saturday: 9:00 am – 1:00 pm; Sunday & Public Holiday: Closed	eMPF Web Portal	 https://portal.empf.org.hk/login?lang=en
eMPF Service Centres	Hong Kong Island: Unit 601B, 6/F, Dah Sing Financial Centre, No. 248 Queen's Road East, Wanchai, Hong Kong Kowloon: Suites 1205-6, 12/F, Chinachem Golden Plaza, No. 77 Mody Road, Tsim Sha Tsui East, Kowloon New Territories: Suite 1802A, 18/F, Tower 2, Nina Tower, No. 8 Yeung Uk Road, Tsuen Wan, New Territories Office Hours: Monday to Friday: 9:00 am – 6:00 pm; Saturday: 9:00 am – 1:00 pm; Sunday & Public Holiday: Closed	Postal address	PO Box 98929 Tsim Sha Tsui Post Office
		Fax number	(852) 3197 2988
		Email	enquiry@support.empf.org.hk