



## Key Scheme Information Document for **AMTD MPF Scheme**

**Trustee:** Bank Consortium Trust Company Limited

**Sponsor:** AMTD Global Markets Limited

**Scheme year end:** 30 June

**Number of constituent funds:** 16

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

MPF Scheme  
Brochure



<https://bit.ly/3Lsj18Y>

Trust Deed



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



## 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 Scheme, please submit the completed application form to us. The relevant application forms can be downloaded via the following links and QR codes:



### Employees



<https://bit.ly/37YwUyb>

### Self-employed Persons



<https://bit.ly/38HiDWK>



- 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 the Scheme, please submit the completed application form, which will constitute the participation agreement between the Sponsor, the Trustee and the participating employer. The application form can be downloaded via the following link and QR code:



### Employers



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



# 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 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%
More than HK\$360,000	More than HK\$30,000	HK\$360,000 x 5% = HK\$18,000 per year 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 **MPF Scheme Brochure** of the Scheme – Administrative Procedures Section which is available via the link and the QR code:

MPF Scheme Brochure



<https://bit.ly/3Lsj18Y>



## How do we invest your money?

- Upon joining the Scheme, if you have not given the Trustee 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** of the Scheme – Fund Options, Investment Objectives and Policies Section which is available via the link and the QR code:
- Alternatively, you can choose to invest in the following funds:

MPF Scheme  
Brochure



<https://bit.ly/3Lsj18Y>

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	AMTD Invesco Age 65 Plus Fund	Invesco Hong Kong Limited	Mixed Assets Fund – Global – Maximum equity – 25%	Around 20% in equities, around 80% in bonds with balance in cash	To achieve stable growth by investing in a globally diversified manner.	0.75%
2	AMTD Invesco Core Accumulation Fund	Invesco Hong Kong Limited	Mixed Assets Fund – Global – Maximum equity – 65%	Around 60% in equities, around 40% in bonds with balance in cash	To achieve capital growth by investing in a globally diversified manner.	0.75%
3	AMTD Invesco MPF Conservative Fund	Invesco Hong Kong Limited	Money Market Fund – Hong Kong	Deposits and debt securities	To preserve capital with minimal risk. This constituent fund does not guarantee the repayment of capital.	0.90%
4	AMTD Invesco Asia Fund	Invesco Hong Kong Limited	Equity Fund – Asia (excluding Japan)	Up to 100% in equities with balance in cash	To achieve long term capital appreciation.	1.00%
5	AMTD Invesco Europe Fund	Invesco Hong Kong Limited	Equity Fund – Europe (including the United Kingdom)	Up to 100% in equities with balance in cash	To achieve long term capital appreciation.	1.00%
6	AMTD Invesco Global Bond Fund	Invesco Hong Kong Limited	Bond Fund – Global	Up to 100% in bonds with balance in cash	To achieve steady growth over the long term.	1.00%
7	AMTD Invesco Hong Kong and China Fund	Invesco Hong Kong Limited	Equity Fund – Hong Kong and China	Up to 100% in equities with balance in cash	To achieve long term capital appreciation.	1.00%
8	AMTD Allianz Choice Dynamic Allocation Fund	Allianz Global Investors Asia Pacific Limited	Mixed Assets Fund – Global – Maximum equity – 50%	Up to 50% in equities, normally at least 75% in bonds and cash	To achieve performance target not related to an index, and long term capital preservation with minimized short term volatility.	Up to 0.97%
9	AMTD Allianz Choice Capital Stable Fund	Allianz Global Investors Asia Pacific Limited	Mixed Assets Fund – Global – Maximum equity 40%	30% in equities, 70% in bonds with balance in cash	To achieve capital preservation combined with steady capital appreciation over the long term.	Up to 0.97%
10	AMTD Allianz Choice Stable Growth Fund	Allianz Global Investors Asia Pacific Limited	Mixed Assets Fund – Global – Maximum equity 60%	50% in equities, 50% in bonds with balance in cash	To achieve a stable overall return over the long term.	Up to 0.97%
11	AMTD Allianz Choice Balanced Fund	Allianz Global Investors Asia Pacific Limited	Mixed Assets Fund – Global – Maximum equity 80%	70% in equities, 30% in bonds with balance in cash	To achieve a high level (above market) of overall return over the long term.	Up to 0.97%
12	AMTD Allianz Choice Growth Fund	Allianz Global Investors Asia Pacific Limited	Mixed Assets Fund – Global – Maximum equity – 100%	90% in equities, 10% in bonds with balance in cash	To maximize long term overall returns.	Up to 0.97%
13	AMTD Invesco Target Retirement Now Fund	Invesco Hong Kong Limited	Mixed Assets Fund – Global – Maximum equity around 30%	30% in equities, 70% in bonds with balance in cash	To achieve capital preservation over the long term whilst seeking to enhance returns through limited exposure to global equities.	1.00%
14	AMTD Invesco Target 2028 Retirement Fund	Invesco Hong Kong Limited	Mixed Assets Fund – Global – Maximum equity around 48%	48% in equities, 52% in bonds with balance in cash	To provide capital appreciation and current income through its allocation of assets consistent with the target date of retirement.	1.00%
15	AMTD Invesco Target 2038 Retirement Fund	Invesco Hong Kong Limited	Mixed Assets Fund – Global – Maximum equity around 65%	65% in equities, 35% in bonds with balance in cash	To provide capital appreciation and current income through its allocation of assets consistent with the target date of retirement.	1.00%
16	AMTD Invesco Target 2048 Retirement Fund	Invesco Hong Kong Limited	Mixed Assets Fund – Global – Maximum equity around 82%	82% in equities, 18% in bonds with balance in cash	To provide capital appreciation and current income through its allocation of assets consistent with the target date of retirement.	1.00%

**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** of the Scheme – Fees and Charges Section, which is available via the link and the QR code:

MPF Scheme  
Brochure



<https://bit.ly/3Lsj18Y>

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** of the Scheme – Risks Section for details of the risk factors to which the funds are exposed, which is available via the link and the QR code:

*MPF Scheme Brochure*



<https://bit.ly/3Lsj18Y>

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 of the **Scheme**, which is available via the link and the QR code:



<https://bit.ly/3G2XBym>



## 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, please check with the trustee of the Original Scheme the terms and conditions of the guarantee fund as failure to fulfil 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
<b>Contributions from current employment</b>		
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		
<b>Contributions from former employment</b>		
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.

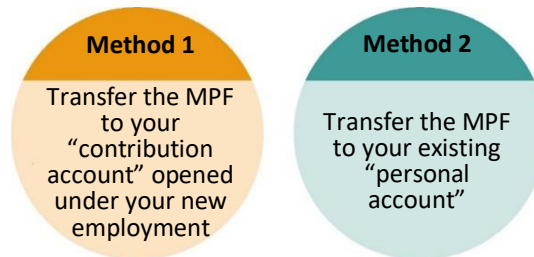
<sup>1</sup> Unless the governing rules of the Original Scheme provide for more frequent transfer-out.

<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:



- 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/or QR code:



- 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 submit to the Trustee a new investment mandate or a switching instruction form, which is available via the following QR codes:

*Asset Switch / Change of Investment Mandate Form*



<https://bit.ly/38CYBNg>

*Tax Deductible Voluntary Contribution (TVC) Account Asset Switch / Change of Investment Mandate Form*



<https://bit.ly/3MsD9t9>

- You may send your new investment instructions by mail, facsimile, via the Sponsor's website at [www.amtdgroup.com](http://www.amtdgroup.com), or other permissible means as specified by the Trustee from time to time.
- In order that your instructions can be processed within the next dealing day, you must submit your instructions to the Trustee before the relevant cut-off time. For details, please refer to the **MPF Scheme Brochure** of the **Scheme** – Administrative Procedures Section which is available via the link and the QR code:

*MPF Scheme Brochure*



<https://bit.ly/3Lsj18Y>



## When can you withdraw your MPF?

- Once you reach the age of 65, you are entitled to withdraw your MPF. In addition, by law you can withdraw your MPF early on the following six grounds: early retirement after reaching the age of 60, death, total incapacity, terminal illness, permanent departure from Hong Kong or small balances. You may elect to have your MPF paid in a lump sum or by instalments upon reaching 65 or early retirement after reaching 60, and you may also elect not to withdraw your MPF at the age of 65.
- The six grounds for early withdrawal of your MPF:



- 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 link and/or QR code:



<https://bit.ly/2PrRXiM>



- If you have any questions relating to withdrawal of your 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 the Scheme

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 the **Scheme**. For details of the **Scheme**, please refer to the **Trust Deed** and the **MPF Scheme Brochure** of the **Scheme**. Copies of these documents are available via the following links and QR codes:

*MPF Scheme Brochure*



<https://bit.ly/3Lsj18Y>

*Trust Deed*



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

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



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

The Fund Fact Sheets provide basic information (e.g. fund performance) on individual funds of the **Scheme**. Copies of these documents are available via the following link and QR code:



<https://bit.ly/3G2XBym>

### Personal Data Statement

To obtain the latest copy of the personal data statement, please write to the Data Protection Officer, Bank Consortium Trust Company Limited, 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>AMTD MPF Hotline</b>	3163 3260
<b>Customer Service Centre</b>	AMTD Global Markets Limited 23/F-25/F Nexxus Building, 41 Connaught Road Central, Hong Kong
<b>Fax number</b>	3163 3493
<b>Postal address</b>	AMTD Global Markets Limited 23/F-25/F Nexxus Building, 41 Connaught Road Central, Hong Kong
<b>Trustee's website</b>	www.bcthk.com