

**FORM CF**

**MANDATORY PROVIDENT FUND SCHEMES ORDINANCE (CAP 485)  
(the Ordinance)**

**APPLICATION FOR APPROVAL OF CONSTITUENT FUND**

*Section 21BB of the Mandatory Provident Fund Schemes Ordinance (Cap 485)*

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**NOTES:**

- (1) *The applicant making an application for approval of a constituent fund (the Constituent Fund) under section 21BB of the Ordinance should refer to the Guidelines on Application for Approval of Constituent Funds.*
  - (2) *All questions must be answered. If any question is not applicable, please write "N.A."*
  - (3) *If boxes are provided, please tick whichever is appropriate.*
  - (4) *Please read the Notes on Personal Information Collection before completing this Form.*
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**FOR OFFICIAL USE ONLY**

<b>Application no.:</b> _____	<b>Date application received:</b> _____
<b>Fee receipt no.:</b> _____	<b>Subject officer:</b> _____
<b>Date of fee receipt:</b> _____	<b>Input officer:</b> _____
<b>Date of letter of acknowledgement:</b> _____	<b>Verification officer:</b> _____

**SECTION I - THE SCHEME**

- (1) Name of the scheme to which the Constituent Fund belongs: \_\_\_\_\_
- (2) Is the scheme a registered scheme? Yes  No
- (3) If the answer to (2) is “Yes”, please state the scheme registration no.: \_\_\_\_\_
- (4) If the answer to (2) is “No”, has an application for registration of the scheme been submitted to the Mandatory Provident Fund Schemes Authority (the Authority)? Yes  No
- (5) If the answer to (4) is “Yes”, please state the application no. and/or date of submission: \_\_\_\_\_

**SECTION II - THE CONSTITUENT FUND**

- (1) Name of the Constituent Fund
- (In English): \_\_\_\_\_
- (In Chinese): \_\_\_\_\_
- (2) Statement of investment policy  
(Please state the investment policy as prescribed in section 24 of the Mandatory Provident Fund Schemes (General) Regulation (the Regulation) and specify whether the Constituent Fund will engage in security lending, financial futures and option trading other than hedging.)
- (3) Structure of the Constituent Fund
- (A) Internal portfolio
- (B) Feeder fund   
Name of the underlying pooled investment fund
- (C) Portfolio management fund   
Name of the underlying pooled investment funds

- (4) Portfolio of underlying investments  
(Please provide a brief description of the proposed asset allocation, in percentage terms, by type and by country/region.)

(5) Fund type (e.g. bond, equity, money market, other): \_\_\_\_\_

(6) Specialized fund (complete only if applicable)

(A) Capital preservation fund

Is the Constituent Fund a capital preservation fund? Yes  No

(B) Guaranteed fund

(a) Is the Constituent Fund a guaranteed fund? Yes  No

(b) If the answer to (a) is “Yes”, please state:

(i) The name of the guarantor

(ii) The guarantee features

(7) Is the Constituent Fund unitized? Yes  No

(8) Proposed launch date of the Constituent Fund  
(DD/MM/YYYY): \_\_\_\_\_

(9) Currency denomination: \_\_\_\_\_

(10) Level of all charges payable by scheme members

- (11) Level/basis of calculation of all charges payable by the Constituent Fund
- (12) Level of performance fee (if any)
- (13) Valuation and dealing frequency (daily/weekly/other): \_\_\_\_\_
- (14) Pricing method (forward/other): \_\_\_\_\_
- (15) Minimum initial subscription and minimum subsequent holding (if any)
- (16) List of the constitutive documents (including investment management contract and custodial agreement) of the Constituent Fund and date of execution
- (17) Address where books and records of the Constituent Fund are kept

### SECTION III - THE TRUSTEE, CUSTODIAN AND INVESTMENT MANAGER OF THE CONSTITUENT FUND

(1) Particulars

	Name	Name of Ultimate Holding Company	Registration status with SFC*1 (if any)
Trustee*2			
Custodian*3			
Investment Manager*4			

\*1 Securities and Futures Commission (SFC)

\*2 The trustee may be the approved trustee or the person who has applied for approval as an approved trustee under section 20 of the Ordinance.

\*3 For the purposes of this Form, "custodian", in relation to the assets of a registered scheme, includes:

(a) the person appointed by the approved trustee as a custodian of the scheme assets; and

(b) the approved trustee of the scheme who also acts as a custodian of the scheme assets,

but does not include a sub-custodian.

\*4 No investment manager is required to be appointed if:

(a) the accrued benefits of the Constituent Fund are invested only in a single approved pooled investment fund, or in a single approved index-tracking collective investment scheme, that is specified in the offering document; or

(b) prior approval has been obtained from the Authority.

(2) Investment manager of the Constituent Fund  
(Please complete if there is an investment manager appointed for the Constituent Fund.)

(A) Independence of investment manager

(a) Do the investment manager and all of its delegates comply with the independence requirement as stipulated in section 46(1) of the Regulation? Yes  No

(b) If the answer to (a) is "No", in respect of the investment manager and the delegates who fail to satisfy the independence requirement of section 46(1) of the Regulation, do they comply with the requirements as stipulated in section 46(2) and section 46(3)(a) & (b) of the Regulation? Yes  No

(c) If the answer to (b) is “Yes”, please provide undertakings in accordance with section 46(3)(c) of the Regulation.

(B) Please list below the name and registered office address of all delegates appointed by the investment manager

No.	Name	Address	Registration Status*
1.			A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/>
2.			A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/>
3.			A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/>

\* For each of the delegates, please specify under the column of “Registration Status” whether the delegate meets one of the following requirements:

- (a) section 45(3) of the Regulation (put a tick in box A)
- (b) section 45(4)(a) of the Regulation (put a tick in box B)
- (c) section 45(4)(b) of the Regulation (put a tick in box C)
- (d) section 45(4)(c) of the Regulation (put a tick in box D)

#### SECTION IV - INVESTMENT ACTIVITIES

(1) Security lending

(A) Will the Constituent Fund engage in security lending activities? Yes  No

(B) If the answer to (A) is “Yes”, please specify the relevant clauses in the investment management contract which provide the investment manager the power to terminate/suspend security lending arrangements at any time.

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(C) If the answer to (A) is “Yes” and a custodian has been appointed, please specify the relevant clauses in the custodial agreement which indicate that the trustee has delegated the authority to enter into security lending arrangements to the custodian.

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## (2) Financial futures and option trading

(A) Will the Constituent Fund engage in financial futures and option trading for purposes other than hedging? Yes  No

(B) If the answer to (A) is “Yes”, please demonstrate that the trustee has the relevant experience in this respect.

**SECTION V - MARKETING DOCUMENTS & ADVERTISEMENTS**

(1) Have the marketing documents and advertisements been approved by the SFC? Yes  No

(2) If the answer to (1) is “Yes”, please attach final copies of the marketing documents and advertisements and proof of authorization by the SFC.

(3) If the answer to (1) is “No”, have the marketing documents and advertisements been submitted to the SFC for approval? Yes  No

**SECTION VI – DOCUMENTS TO BE ATTACHED**

	<b>Documents</b>	<b>Attachment No.</b>
(1)	Copies of constitutive documents (please specify): _____ _____ _____ _____	
(2)	Undertakings in accordance with section 46(3)(c) of the Regulation	
(3)	Final copies of the marketing documents and advertisements	
(4)	Proof of authorization by the SFC in respect of the marketing documents and advertisements	

**SECTION VII - DECLARATION**

We declare that to the best of our knowledge and belief, the information given in this Form is correct and complete. †

We certify that the documents attached to this Form are true and correct copies.

We undertake to notify the Authority of any matter which affects the validity of any information given in support of this application.

After the application is approved, we undertake to notify the Authority of any material changes to, or affecting the completeness or accuracy of, the information provided in this Form and any documents in relation to the application as soon as possible.

Name of applicant:

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Signature and company chop (if any):

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Name of persons signing:

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Title or position of persons signing:

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Date:

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† **Warning:** Section 43E of the Ordinance makes it an offence punishable with a maximum of one year's imprisonment and a fine of \$100,000 on the first occasion and two years' imprisonment and a fine of \$200,000 on each subsequent occasion for a person who makes a statement that the person knows to be false or misleading in a material respect, or recklessly makes a statement which is false or misleading in a material respect.

Name and telephone no. of the contact person for the Authority's enquiries in connection with this application:

Name:

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Telephone no.:

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