

## Good MPF Employer Award 2021-22 Detailed Eligibility and Assessment Criteria



<b>Prerequisite</b> Employers must have participated in an MPF scheme for at least one year (as of 31 March 2022).	
<b>Assessment Criteria</b>	<ul style="list-style-type: none"> <li>The employer must have had at least one serving employee and have continuously participated in at least one MPF scheme from 1 April 2021 to 31 March 2022 (the Award year).</li> <li>If the employer switched schemes during the Award year, there should not have been any break in participation between schemes.</li> </ul>
<b>FAQs</b>	<p>1. Our company changed trustees during the Award year. We did not hire any employees in September 2021 and therefore terminated the MPF scheme. We subsequently hired employees again and joined another MPF scheme in mid-November 2021. Are we eligible?</p> <p><b>No. There cannot be a break in participation between schemes.</b></p>
	<p>2. Our company joined two MPF schemes (Scheme A and Scheme B) for different employees. We terminated Scheme B in February 2022 and re-enrolled all the employees immediately in Scheme A. Are we eligible?</p> <p><b>Yes, as long as you continuously participated in Scheme A without any break during the Award year.</b></p>
	<p>3. Our company participated in an MPF scheme for one full year. But since we did not employ anyone during the year, there were no enrolled members in the scheme. Are we eligible?</p> <p><b>No. You are not eligible if you did not have any serving employees during the Award year.</b></p>
<b>Compliance with Employers' Statutory Obligations</b> Employers must have complied with the relevant requirements under the MPF legislation and/or the Occupational Retirement Schemes Ordinance (ORSO).	
<b>Assessment Criteria</b>	<ul style="list-style-type: none"> <li>Employers must have complied with their statutory obligations under the MPF legislation and/or the ORSO during the Award year.</li> <li>For example, the employer must have enrolled new employees in an MPF scheme before the deadline, paid contributions for each contribution period on time, and notified its trustee(s) promptly if any employees ceased employment.</li> </ul>
<b>FAQs</b>	<p>1. On one occasion during the Award year, our company paid MPF contributions late. We subsequently settled the outstanding contributions and the required surcharge. Are we eligible for the Award?</p> <p><b>No, your company must not have any record of late or defaulted contributions during the Award year.</b></p>
	<p>2. Our company has participated in two MPF schemes. Is it correct that we are eligible only if we have not made contributions late or have not defaulted on making contributions for both of the schemes during the Award year?</p> <p><b>Yes, that is correct.</b></p>
	<p>3. In addition to an MPF scheme, our company has participated in an ORSO scheme. Do we have to comply with the ORSO legislation to be eligible?</p> <p><b>Yes.</b></p>

## Provision of Better Retirement Protection for Employees

In addition to complying with MPF legislation, employers must have taken one or more extra steps to enhance the retirement protection of their employees. They must have fulfilled at least one of the following criteria during the Award year:

A.	<b>Offering more than one MPF scheme for employees to choose from during the Award year.</b>
<b>Assessment Criteria</b>	<ul style="list-style-type: none"><li>• The employer must have offered two or more MPF schemes for employees to choose from during the Award year.</li><li>• The additional scheme(s) must have been set up and offered to employees for at least 6 months prior to 31 March 2022.</li></ul>
<b>FAQs</b>	<ol style="list-style-type: none"><li>1. Our company offers more than one MPF scheme to some of our employees but not to all of them. Are we eligible? <b>Yes. There is no minimum requirement regarding the number, rank, years of service, etc. of the employees who are given more than one MPF scheme option.</b></li><li>2. Our company has participated in two MPF schemes, each for different ranks of employees. Are we eligible? <b>No. Your company should offer a choice of two or more schemes to some or all of your employees to be eligible.</b></li><li>3. Our company joined a second MPF scheme in January 2022 and offered both schemes to our employees. Are we eligible? <b>No. Your second scheme must have been offered to your employees for at least 6 months before 31 March 2022.</b></li><li>4. Are we eligible if our company offers an MPF scheme and an MPF-exempted ORSO scheme for our employees to choose from? <b>No. Employers are required under the Mandatory Provident Fund Schemes (Exemption) Regulation to provide an option for eligible employees to choose between an MPF scheme and an MPF-exempted ORSO scheme, so this option is not considered an extra step in enhancing the retirement protection of employees.</b></li></ol>
B.	<b>Offering MPF voluntary contributions to employees during the Award year.</b>
<b>Assessment Criteria</b>	<ul style="list-style-type: none"><li>• The employer offered MPF voluntary contributions to employees during the Award year.</li><li>• There is no minimum requirement on the coverage, amount or scale of the MPF voluntary contributions offered.</li></ul>
<b>FAQs</b>	<ol style="list-style-type: none"><li>1. Our company offers a different percentage of voluntary contributions to our employees based on years of service. Are we eligible? <b>Yes. There is no requirement regarding the percentage of voluntary contributions offered to employees.</b></li></ol>

	<p>2. Our company offers voluntary contributions to all employees except employees who have worked in the company for less than 3 years. Are we eligible?</p> <p><b>Yes. There is no requirement on the scale of voluntary contributions offered.</b></p>
	<p>3. Our company offers voluntary contributions to employees on the condition that they make the same amount of voluntary contributions. Are we eligible?</p> <p><b>Yes. Matching arrangements for voluntary contributions meet this criterion.</b></p>
	<p>4. Our company has offered voluntary contributions to employees since November 2021. Are we eligible?</p> <p><b>No. The voluntary contributions must be offered to employees during the whole Award year from 1 April 2021 to 31 March 2022.</b></p>
	<p>5. Our staff has made tax deductible voluntary contributions (TVC) in the Award year. Are we eligible?</p> <p><b>No. The voluntary contributions must be offered to employees from the employer.</b></p>
<b>C.</b>	<b>Offering employees other forms of retirement benefits that are related to the MPF System.</b>
<b>Assessment Criteria</b>	<ul style="list-style-type: none"> <li>• An employer must have offered its employees other forms of retirement protection that are related to the MPF System during the Award year.</li> </ul>
<b>FAQs</b>	<p>1. Our company offers an Occupational Retirement Scheme to our employees as a top-up benefit. Are we eligible?</p> <p><b>Yes.</b></p>
	<p>2. Our company offers an MPF scheme and an MPF-exempted ORSO scheme for our employees to choose from. Are we eligible?</p> <p><b>No. Employers are required under the Mandatory Provident Fund Schemes (Exemption) Regulation to provide an option for eligible employees to choose between an MPF scheme and an MPF-exempted ORSO scheme. Therefore, this option is not considered an extra step in enhancing the retirement protection of employees.</b></p>
	<p>3. Our company makes MPF contributions for employees who are over 65 years old. Are we eligible?</p> <p><b>Yes.</b></p>

## Special Awards

Employers fulfilling the criteria for the Good MPF Employer Award can apply for the following special awards at the same time.

### e-Contribution Award

#### Assessment Criteria

- Employers must have submitted contribution data or made contribution payments \*electronically for 3 months or more during the Award year; and use online methods \*\* to submit application for this award year.

\* *“Electronically” includes the use of email, an internet system, contribution software provided by trustees, etc. (depending on the services provided by the trustees).*

\*\* *“Online methods” refer to the application submitted through the online application website provided by the MPFA or by emailing the electronic form in PDF format, excluding application forms by handwritten, scanned, sent via fax or post.*

#### FAQs

1. Our company submits remittance statements electronically, but we do not pay contributions electronically. Are we eligible?

**Yes.**

2. Our company submitted remittance statements electronically for 2 months and paid contributions electronically for 1 month. Are we eligible?

**Yes.**

3. Must the “3 months” be consecutive for us to be eligible?

**No, any 3 months in the Award year will do.**

4. Our company saves soft copies of remittance statements in a compact disc and then submits it to the trustee. Are we eligible?

**Yes.**

5. Our company participates in more than one MPF scheme, but we submit remittance statements and contributions electronically to only one of our trustees. Are we eligible?

**Yes, your company is eligible for the award if it submits remittance statements or contributions electronically to any one trustee for a total of 3 months or more during the Award year.**

### MPF Support Award

#### Assessment Criteria

- Employers must have provided their employees with at least two kinds of support services that could help them manage their MPF. For example, they may have:
  - organized MPF talks for their employees;
  - provided their employees with information about MPF scheme(s) they are enrolled in (e.g. by posting the MPF scheme’s website, hotline or fund fact sheets on the company/organization’s intranet or notice board);
  - disseminated the latest information about the MPF System to their employees (e.g. information related to the Default Investment Strategy);
  - provided assistance to their employees in consolidating their MPF accounts (e.g. by providing their employees with the form for MPF account consolidation); or
  - provided assistance to employees who intend to transfer their MPF benefits under the Employee Choice Arrangement (ECA) (e.g. by providing the employees with the scheme name and employer’s identification number of their MPF trustee to help them fill in the ECA transfer form).

<b>FAQs</b>	<p>1. Are there any specific requirements for MPF talks? Do they have to be conducted by a trustee?</p> <p><b>MPF talks are considered eligible as long as they are designed to enhance the MPF knowledge of your employees. Whether the organizer or speaker is a trustee is irrelevant</b></p>
	<p>2. Are we eligible if we just copy or forward MPF messages from trustees to our employees?</p> <p><b>Yes.</b></p>
	<p>3. Are we eligible if we provide only an MPF enrolment kit to our new employees?</p> <p><b>Yes.</b></p>
	<p>4. Do we need to provide any proof in the application form about the assistance we have given to the employees relating to managing their MPF benefits?</p> <p><b>Yes. Please provide specific examples of the support that you have given employees relating to managing their MPF benefits: the date and theme of the MPF talk(s), the type of MPF information provided to your employees during the Award year, the distribution channels, etc.</b></p>

**The Awards to be presented automatically**

Employers who qualify for the Good MPF Employer Award and fulfil the following assessment criteria, will receive extra recognition **automatically**.

**Good MPF Employer 5 Years+**

<b>Assessment Criteria</b>	<ul style="list-style-type: none"> <li>Employers must have been awarded the Good MPF Employer Award for 5 consecutive years or more</li> </ul>
<b>FAQs</b>	<p>1. Must the “5 Years+” be consecutive for us to be eligible?</p> <p><b>Yes. Your company is eligible if it has been awarded the Good MPF Employer Award for 5 consecutive years or more during the 2014–2022 Award years.</b></p>
	<p>2. Is the Good MPF Employer Award transferable among subsidiaries under the same holding company to fulfil the criteria of being awarded for 5 consecutive years or more?</p> <p><b>No. The Good MPF Employer Award is not transferable. If a company operates as a group, the holding company and its subsidiaries must apply separately.</b></p>
	<p>3. If the company name has been changed, what should I do?</p> <p><b>Please submit a copy of the Certificate of Change of Name issued by the Companies Registry. After verification, the number of awarded years will remain unchanged.</b></p>

## Best All-round MPF Employer

### Assessment Criteria

- Eligible for the Good MPF Employer for eight consecutive years; and
- Offered more than one MPF scheme during the Award year (from 1 April 2021 to 31 March 2022); and
- Offered MPF voluntary contributions for selected or all of its employees; and
- Received the e-Contribution Award; and
- Received the MPF Support Award.

### FAQs

1. Our company was eligible for the Good MPF Employer for 7 consecutive years, offered more than one MPF scheme, offered MPF voluntary contributions for selected employees, received the e-Contribution Award, and received the MPF Support Award in the previous Award year (1 April 2020 to 31 March 2021). Are we eligible?

**No. Your company must receive the Awards for the period from 1 April 2021 to 31 March 2022.**

2. Our company has been awarded the Good MPF Employer Award for 7 consecutive years. Are we eligible?

**No.**

3. Our company offered more than one MPF scheme, offered MPF voluntary contributions for selected employees, received the e-Contribution Award, received the MPF Support Award. Are we eligible?

**No. Your company must meet all five criteria listed above.**

*Note: Notwithstanding the criteria listed above, the MPFA reserves the right to determine an applicant's eligibility for the Award. In case of dispute, the decision of the MPFA will be final.*

**Mandatory Provident Fund Schemes Authority**

**April 2022**