



強制性公積金計劃管理局
MANDATORY PROVIDENT FUND
SCHEMES AUTHORITY

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本局檔號 Our Ref. : MPFA/SS/91/1
本函檔號 Your Ref. :

SS/CTR/2001/005

2 March 2001

To: All approved trustees of registered MPF schemes

Dear Sirs,

Returns of MPF Schemes

The MPF System has commenced its operation on 1 December 2000. In view that the system covers the majority of our working population, we anticipate that the public would have a keen interest in keeping abreast of the latest development of the system. The Authority also considers that certain information is important for its monitoring of the System.

The Authority has already issued two sets of guidelines, namely "Guidelines on Monthly Returns of Registered Schemes" (Guidelines II.1) and "Guidelines on Quarterly Returns of Constituent Funds" (Guidelines II.3) in February 1999 setting out the information of each MPF scheme which needs to be furnished to the Authority within 7 working days after each calendar month and 6 weeks after each calendar quarter respectively. For completeness, the Authority would like to collect some additional information of each MPF scheme under your trusteeship to supplement the above-mentioned returns. In this respect, we would be grateful if you could accompany the said returns with the information set out in the Annexes starting from February 2001 (i.e. the first submission of the supplementary information in Annex A should be made within 7 working days after 28 February 2001 reflecting each scheme's position as at that date). In line with the current practice, the monthly return and the related supplementary information should be addressed to Ms. Mandy Ho of the Member Protection Division whilst the quarterly return and the related supplementary information to Ms. Minna Wong of the Services Supervision Division. The Authority would revise the guidelines in due course to incorporate the additional information required.

For the sake of clarity and to avoid duplication of information required, please note that the information requested in this letter shall supercede that specified in the penultimate paragraph of the letter from our Mr. Ernest Lee dated 31 January 2001 with immediate effect.

Should you have any queries on the above, please feel free to contact your case officer.

Yours faithfully,

(Raymond Tam)
Executive Director
Services Supervision

Encl.

Supplementary Information to Monthly Return of Registered Scheme**Section I – Particulars**

(1) Name of the Scheme: _____

(2) Name of the Approved Trustee of the Scheme: _____

(3) For the month of :

Month			Year		

Section II – Information on scheme participants (as at month-end):

Category of Scheme Participants	Number
Employees	
Self-employed persons	
Participating employers	

Section III – Net asset value of each constituent fund in the Scheme (as at month-end):

Name of Constituent Fund	Net Asset Value (HK\$)

Section IV – The amount of contributions/benefits received and benefits paid during the month:

Name of Constituent Fund	Contributions/Benefits Received (HK\$)	Benefits Paid (HK\$)

Supplementary Information to Quarterly Return of Constituent Fund

Section I – Particulars

(1) Name of the Scheme: _____

(2) Name of the Approved Trustee of the Scheme: _____

(3) For the quarter end of: Mar/ Jun/ Sept/ Dec*

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 (*delete whichever is inappropriate) Year

Section II – Currency exposure of constituent funds as at the end of the quarter (expressed as a percentage of net asset value of each constituent fund)

Name of Constituent Fund	HK\$ (%)	US\$ (%)	Asian currencies (exclude HK\$) (%)	Euro (%)	Other currencies (%)	Total (%)