

MANDATORY PROVIDENT FUND SCHEMES AUTHORITY

III.10 Guidelines on Index-Tracking Collective Investment Schemes

INTRODUCTION

Section 1(1) of Schedule 1 to the Mandatory Provident Fund Schemes (General) Regulation (“the Regulation”) defines an index tracking collective investment scheme (“ITCIS”) to mean a collective investment scheme which has the sole investment objective of tracking a particular market index.

2. Section 2(4) of Schedule 1 to the Regulation provides that, where a constituent fund has the sole investment objective of tracking a particular market index, then section 2(1) and (2) of Schedule 1 to the Regulation shall not apply to the constituent fund if the approved trustee has the prior approval of the Authority.

3. Section 6A(1) of Schedule 1 to the Regulation provides that the funds of a constituent fund may be invested in an index-tracking collective investment scheme which is –

- (a) either –
 - (i) authorized by the Securities and Futures Commission (“SFC”), within the meaning of the Securities and Futures Ordinance (5 of 2002); or
 - (ii) listed on a recognized stock exchange approved by the Authority for the purposes of this section; and
- (b) approved by the Authority for the purposes of this section.

4. Section 6H of the Mandatory Provident Fund Schemes Ordinance (“the Ordinance”) provides that the Authority may issue guidelines for the guidance of approved trustees, service providers and other persons concerned with the Ordinance.

5. The Authority hereby issues guidelines to specify:

- (a) the Authority’s criteria for granting approval under section 2(4) of Schedule 1 to the Regulation that section 2(1) and (2) of Schedule 1 to the Regulation shall not apply to a particular constituent fund;
- (b) the Authority’s criteria for granting approval to ITCIS which are authorized by the Securities and Futures Commission (“SFC authorized ITCIS”);
- (c) the Authority’s criteria for granting approval to ITCIS which are listed on recognized stock exchanges (“listed ITCIS”);
- (d) the list of recognized stock exchanges for the purposes of section 6(A)(1)(ii) of Schedule 1 to the Regulation; and
- (e) the information that needs to be submitted by an applicant when seeking approval under (a), (b) and (c).

GENERAL APPROVAL CRITERIA

6. A number of criteria are common to the Authority’s approval under section 2(4) of Schedule 1 to the Regulation and the approval of SFC authorized ITCIS or listed ITCIS under section 6(A)(1) of Schedule 1 to the Regulation. The general criteria that the Authority will apply in determining whether to grant approval under either section 2(4) or section 6(A)(1) of Schedule 1 to the Regulation are as follows:

- (a) The fund must be a collective investment scheme or constituent fund

which has the sole investment objective of tracking a particular market index;

- (b) The fund should seek to track an index by investing all or substantially all of its assets in the constituent securities of the market index which is being tracked (the “reference index”), broadly in proportion to the respective weightings of the securities. Where the fund invests in a representative sample of constituent securities of the index, this should closely reflect the overall characteristics of the index;
- (c) The reference index must be one which is suitable in that it comprises securities which are appropriate for MPF investments. The suitability of a reference index will be assessed on the following criteria:
 - (i) the reference index should be broadly based. The Authority would consider an index to be broadly based if it is one where the weighting of the largest constituent security in the index does not exceed 40% and the aggregate weighting of the top five constituent securities does not exceed 75%;
 - (ii) for equity indices, the relevant reference index should not have a significant portion of the constituent securities listed on exchanges other than recognized stock exchanges set out in Guideline III.4;
 - (iii) the reference index should have a clearly defined objective and/or the market it aims to represent should be clear. The Authority must be satisfied that the reference index appropriately reflects the characteristics of the market;
 - (iv) The reference index should be investible. The constituent securities should be sufficiently liquid (taking into account

their respective weightings and trading volume), and may be readily acquired or disposed of under normal market circumstances and in the absence of trading restrictions;

- (v) The reference index should be transparent and published in an appropriate manner. The latest reference index level and other important news should be either published in Hong Kong daily newspapers or conveniently accessible by investors (for example, by enquiring of the Hong Kong Representative or through relevant websites);
 - (vi) the reference index provider is expected to possess the necessary expertise and technical resources to construct, maintain and review the methodology / rules of the index. The methodology / rules should be well documented, consistent and transparent.
- (d) The fund should not utilize borrowings, security lending facilities or derivatives in a way inconsistent with the objectives of the MPF system.

7. The Authority may waive any of the approval criterion on a case by case basis, after considering whether such waiver furthers the objective of the MPF system, including whether the waiver is necessary for the fund to achieve its objective to track the reference index.

8. An ITCIS approved by the Authority under section 6(A)(1) of Schedule 1 to the Regulation is available for investment by all constituent funds of registered schemes and approved pooled investment funds. Approval does not however mean that investment in an ITCIS is appropriate or suitable for any given fund. Trustees and their delegates should assess the suitability of an

investment in an ITCIS by reference to the nature and investment profile of the fund and the investment profile of the ITCIS. In carrying out their duties with respect to the administration of the scheme, trustees and their delegates should ensure that an investment in an ITCIS does not mean that the fund is overly concentrated in any economic sector or country.

ADDITIONAL CRITERIA FOR APPROVAL UNDER SECTION 2(4)

9. In addition to the general approval criteria in paragraph 6 above, index-tracking constituent funds maintaining an internal portfolio structure seeking the relevant approval under section 2(4) of Schedule 1 to the Regulation are required to adhere closely to the reference index weightings when making investments. Any holdings of constituent securities may not vary from their respective weightings in the reference index, except where weightings are varied, either:

- (a) as a result of changes in the composition of the index where the excess is only transitional and temporary in nature, or
- (b) due to purchase of board lots, or
- (c) due to the implementation of a documented sampling or optimization technique the purpose of which is for the fund to achieve its objective of tracking the reference index.

10. Requirements that the fund must closely adhere to the reference index weightings must be stated clearly in the constitutive documents of the index-tracking constituent fund.

11. In addition to gaining the approval of the Authority under section 2(4) of Schedule 1 to the Regulation, an approved trustee seeking to establish an index tracking constituent fund would need to seek the Authority's approval of

the constituent fund under section 36(2) of the Regulation. The Authority would not approve a constituent fund that has the sole investment objective of tracking a particular market index, if the relevant reference index were too narrowly concentrated for the investment of MPF funds. A reference index would be too narrowly concentrated if, for example, it related to one market sector or it related to a single country / market other than Hong Kong and the larger markets such as the US, UK and Japan.

ADDITIONAL CRITERIA FOR APPROVAL OF SFC AUTHORIZED ITCIS

12. An ITCIS which is authorized by the SFC within the meaning of the Securities and Futures Ordinance (5 of 2002) may be approved by the Authority for the purposes of section 6A(1) of Schedule 1 to the Regulation.

13. The general approval criteria in paragraph 6 above are generally consistent with the SFC criteria for the authorization of index funds as set out in Chapter 8.6 of the SFC Code on Unit Trusts and Mutual Funds (“SFC Code”) and accordingly most of those criteria will be satisfied for those ITCIS which have been authorized by the SFC. Some criteria, such as paragraph 6(d) above, will need to be separately considered. In addition, the Authority will also need to be satisfied that any waivers granted by the SFC pursuant to Chapter 8.6 of the SFC Code in relation to the ITCIS do not adversely impact on the suitability of the ITCIS as a MPF investment.

ADDITIONAL CRITERIA FOR APPROVAL OF LISTED ITCIS

14. The Authority will consider for approval a listed ITCIS that, in addition to meeting the general approval criteria in paragraph 6 above, meets the following criteria:

- (a) the ITCIS must be listed on a recognized stock exchange set out in paragraph 15 below; and
- (b) disclosure on the following information must be readily available to professional investors such as approved trustees or their delegates:
 - (i) the legal structure of the ITCIS;
 - (ii) a description of the market the ITCIS aims to represent;
 - (iii) the characteristics and general composition of the ITCIS and, where applicable, concentration in any economic sectors and/or issuers;
 - (iv) the general composition of the reference index;
 - (v) the investment methodology adopted by the ITCIS to track the reference index;
 - (vi) a comparison of the ITCIS's performance and the actual index performance since inception of the ITCIS;
 - (vii) any other information which is relevant and material for investors to make an informed investment decision.

LIST OF RECOGNIZED STOCK EXCHANGES

15. A listed ITCIS must be listed on a stock exchange which has rules and regulations governing the operation and disclosure of exchange traded funds. The list of recognized stock exchanges for the purposes of section 6(A)(1)(ii) of Schedule 1 to the Regulation is set out below:

Country	Name of Recognized Stock Exchanges
Australia	Australian Stock Exchange
Canada	Toronto Stock Exchange
Hong Kong, China	The Stock Exchange of Hong Kong Limited
France	Euronext Paris

Country	Name of Recognized Stock Exchanges
Germany	Deutsche Börse AG
Japan	Tokyo Stock Exchange
Netherlands	Euronext Amsterdam
United Kingdom	London Stock Exchange
United States	American Stock Exchange
	New York Stock Exchange

APPLICATION FOR APPROVAL

16. In seeking the approval of the Authority under section 2(4) of Schedule 1 to the Regulation, approval of a SFC authorized ITCIS or approval of a listed ITCIS, the following should be submitted to the Authority:

- (a) the full name of the constituent fund / SFC authorized ITCIS / listed ITCIS;
- (b) the name of the stock exchange(s) on which the ITCIS is currently listed and / or evidence showing that the ITCIS has obtained authorization from SFC as an authorized index fund as appropriate;
- (c) the name of the reference index, and information about the composition and weightings of the top 10 largest constituent securities of the index as of the latest month end or quarter end;
- (d) the names of the investment manager / custodian / trustee (as appropriate) of the constituent fund or ITCIS;
- (e) for both SFC authorized ITCIS and listed ITCIS, evidence that the disclosure required in paragraph 14(b) is available;
- (f) details of the policies of the constituent fund or ITCIS regarding borrowing, securities lending and the use of derivatives;
- (g) a copy of the offering document and the latest financial statements of the constituent fund or ITCIS, if any;
- (h) an undertaking by either the approved trustee of the index-tracking

constituent fund or the sponsor of the ITCIS or its local representative as relevant, that it will advise the Authority of any events that may result in the approval criteria no longer being satisfied;

- (i) for SFC authorized ITCIS only, details of any waivers granted by SFC pursuant to Chapter 8.6 of the SFC Code and reasons why the waivers do not adversely impact on the suitability of the ITCIS as a MPF investment;
- (j) any other information which is relevant and material for consideration by the Authority in considering approval.

APPLICATION PROCEDURES

17. Approved trustees may apply in writing to the Authority for approval that section 2(1) and (2) of Schedule 1 to the Regulation does not apply to an index-tracking constituent fund. Approved trustees or the sponsor / trustee / investment manager of an ITCIS may apply to the Authority in writing for the approval of an ITCIS. Such applications, together with all the relevant application documents, should be submitted to the Authority at the following address:

Mandatory Provident Fund Schemes Authority
21st and 22nd floors
One International Finance Centre
1 Harbour View Street, Hong Kong

DEFINITIONS OF TERMS

18. The terms within these Guidelines carry the same meanings as defined in the Ordinance and the subsidiary legislation.