AIA MPF – PRIME VALUE CHOICE – EMPLOYER PARTICIPATION AGREEMENT
友邦強積金優選計劃 – 僱主參與協議

ERA

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eMPF Web Portal
積金易網上平台

Internal use only
內部專用
eMPF Received Date:

ERA

Important Notes 重要事項 :

1. eMPF Platform Company Limited ("eMPF Company"), a wholly owned subsidiary of the Mandatory Provident Fund Schemes Authority ("MPFA"), will provide the scheme administration services to you through the eMPF Platform, subject to the "General Terms and Conditions of the eMPF Platform" which can be accessed from https://empf.org.hk/tnc/en. 積金易平台有限公司 (「積金易公司」) 是強制性公積金計劃管理局 (「積金局」) 的全資附屬公司。積金易公司將根據「積金易平台一般條款及細則」(可於 https://empf.org.hk/tnc 瀏覽)，透過積金易平台為你提供計劃行政服務。

General Terms and Conditions of the eMPF Platform
積金易平台一般條款及細則

2. Please read the following before completing this agreement: 填寫本協議前，請細閱以下部分：
   (i) the MPF Scheme Brochure and the Key Scheme Information Document ("KSID") of the Scheme. You can download the MPF Scheme Brochure and the KSID by visiting the website of MPFA (https://www.mpfa.org.hk/assets/OD/MT00172_AIA_MPF_-_Prime_Value_Choice_EN.pdf) or scanning the QR code as shown in Part A below; and 本計劃之強積金計劃說明書及主要計劃資料文件。你可透過瀏覽積金局的網頁 (https://www.mpfa.org.hk/assets/OD/MT00172_AIA_MPF_-_Prime_Value_Choice_CH.pdf) 或掃描於下列 A 部分所顯示的二維碼下載強積金計劃說明書及主要計劃資料文件；及
   (ii) Part F "Personal Information Collection Statement" ("PICS") of the eMPF Platform and the Scheme; and F 部分積金易平台及本計劃《收集個人資料聲明》(「聲明」)；及
   (iii) the following Important Notes. 以下重要事項。
3. If the employer is in doubt about the contents of this agreement, the MPF Scheme Brochure, the KSID or the trust deed ("Trust Deed") of the Scheme, the employer should consult his / her solicitor, accountant or financial advisor. 如僱主對本協議、本計劃之強積金計劃說明書、主要計劃資料文件或信託契約 (或稱信託契據) 的內容有疑問，應該諮詢其律師、會計師或財務顧問。
4. Please complete this agreement in BLOCK LETTERS with black or blue pen and tick the appropriate box(es). 請用黑色或藍色筆以正楷填寫本協議，並在適當空格內填上剔號。
5. Please countersign beside any amendment with the same signature as shown in Part G Authorization and Declaration. 如有刪改，請於更改位置旁加簽而該簽署必須與 G 部分授權及聲明的簽署相符。
6. The eMPF Platform will process this application upon receipt of this completed agreement and all relevant supporting document(s) (if any). If there are any omissions (including but not limited to missing page(s) / supporting document(s)), the eMPF Platform may not be able to process this application. 積金易平台收到完整協議及相關證明文件 (如有) 後，才會處理有關申請。如有遺漏 (包括但不限於頁數／證明文件不齊全)，積金易平台可能未能執行此申請。
7. "Participating Employer" means the company or individual whose details are set out in Part A of this agreement.「參與僱主」指其資料列載於本協議 A 部分的公司或個人。
8. The information of the connected person(s) (including but not limited to contact person(s) / scheme authorized person(s)) is collected in their official capacities. 關連人士的資料 (包括但不限於聯絡人／計劃獲授權人士) 乃因應其職務身分而收集。
9. The employer particulars, including but not limited to company name, business registration no., jurisdiction of incorporation or organisation, registered address, principal business address and correspondence address, etc., provided in this agreement and other related documents will form part of tax residency self-certification for the entity / sole proprietor specified in Part A below. 於本協議提供的僱主資料，包括但不限於公司名稱、商業登記證號碼、公司或機構註冊所在的司法管轄區、註冊地址、主要業務地址及通訊地址等及其他相關文件，將會成為下列 A 部分中指定的實體／獨資經營者的稅務居民身分自我證明的一部分。
10. Information provided in this agreement will be updated by the eMPF Platform for the entity / sole proprietor for the purpose of Automatic Exchange of Financial Account Information ("AEOI") and Common Reporting Standard ("CRS"). The eMPF Platform will update the jurisdiction of tax residency to all your MPF account(s) maintained in the eMPF Platform. 積金易平台會將本協議所提供的資料用作更新實體／獨資經營者自動交換財務帳戶資料及「共同匯報標準」的用途。積金易平台將會更新你於積金易平台保存的所有強積金帳戶的稅務居民所在司法管轄區。

A. EMPLOYER PARTICULARS 僱主資料

(1) Scheme Details 計劃資料

MPF Scheme Brochure & KSID
強積金計劃說明書及主要計劃資料文件

(i) Name of Trustee 受託人名稱 **AIA Company (Trustee) Limited** **友邦（信託）有限公司** ("the Trustee"「受託人」)

(ii) Scheme Name 計劃名稱 **AIA MPF – Prime Value Choice** **友邦強積金優選計劃** ("the Scheme"「本計劃」)

(2) Company Name of Participating Employer 參與僱主公司名稱 (As shown on registration document 必須與註冊證明文件相同)

English Heguang Digital Technology Co.,
Limited ("Participating Employer")

中文 和光數碼科技有限公司 (「參與僱主」)

(3) Registration Type 註冊類別

- [x] (i) (BR) Business Registration [1] 商業登記 [1]
- [ ] (ii) (ED) Education Bureau 教育局
- [ ] (iii) (IR) Inland Revenue Department (Charitable Organisations) 稅務局 (慈善團體)
- [ ] (iv) (SO) Societies Office of the HK Police Force (Societies) 香港警務處社團事務處 (社團)
- [ ] (v) (TU) Registry of Trade Unions of the Labour Department 勞工處職工會登記局
- [ ] (vi) Others, please specify 其他，請註明 (e.g. Private driver, Owners' corporations, Office of Legislative Councilor 例如 : 私人司機、業主立案法團、立法會議員辦事處)

Business / Other Registration No. [1] 商業／其他註冊證號碼 [1]: 7 5 1 4 6 7 3 4

Branch No. [1] 分行號碼 [1]: 0 0 0

[1] For business registration, please provide 8 digits business registration no. and 3 digits branch code. 如屬商業登記，請提供包括 8 個位的商業登記證號碼及 3 個位的分行號碼。

(4) Incorporation Details 公司註冊資料 (Applicable to limited company only 只適用於有限公司)

(i) Certificate of Incorporation No. 註冊證明書編號: 3 2 6 2 1 9 9

(ii) Date of Incorporation 註冊日期: 3 0 / 0 3 / 2 0 2 3 DD / MM / YYYY 日／月／年

(iii) Place of Incorporation 註冊地點: Hong Kong

(5) Organisation Type 機構類別

- [x] (i) Limited Partnership 有限合夥
- [ ] (ii) Partnership 合夥經營
- [ ] (iii) Private Limited Company 私人有限公司
- [ ] (iv) Public Limited Company 公眾有限公司
- [ ] (v) Sole Proprietorship 獨資經營
- [ ] (vi) Others, please specify 其他，請註明

(6) Nature of Business 業務性質

- [ ] (i) Antiques 古董業
- [ ] (ii) Arms / Weapons / Military Force / Military Firms 軍火／武器／軍隊／軍事企業
- [ ] (iii) Art, Audio, Visual and Music Industry 藝術、音響、視覺及音樂行業 (e.g. Film / Television / Music Production 例如：電影／電視／音樂製作)
- [ ] (iv) Casino / Gambling / Gaming Entertainment 賭場／博彩／休閒娛樂 (e.g. Baths / Masseur / Snooker Centre / Disco / Night Club 例如：浴室／按摩院／桌球室／的士高／夜總會)
- [ ] (v) Catering 餐飲業
- [ ] (vi) Cleaning 清潔業
- [ ] (vii) Community / Social / Personal Services 社區／社會／個人服務業
- [ ] (viii) Construction 建造業
- [ ] (ix) Embassies 大使館
- [ ] (x) Finance / Insurance / Real Estate / Business Services 金融／保險／地產／商用服務
- [ ] (xi) Hairdressing and Beauty 理髮及美容業
- [ ] (xii) High-value Goods Trading 高價值商品貿易 (e.g. Precious Metals and Stones / Automobile / Artworks / Airplanes / Vessels 例如：貴金屬及寶石／汽車／藝術品／飛機／船隻)
- [ ] (xiii) Manufacturing 製造業
- [ ] (xiv) Mining and Quarrying 採礦及採石業
- [ ] (xv) Money Services 金錢服務 (e.g. Currency Exchange / Money Remitters / Cheque Cashiers 例如：貨幣兌換／匯款／支票兌現)
- [ ] (xvi) Pawn 典當業
- [ ] (xvii) Religious, Charities and Non-Profit Organizations 宗教、慈善及非牟利機構
- [ ] (xviii) Security Guard Services 保安服務業
- [ ] (xix) Transportation 運輸業
- [ ] (xx) Virtual Asset Services 虛擬資產服務 (e.g. Crypto Currency / Digital Currency Services 例如：加密貨幣／數碼貨幣服務)
- [ ] (xxi) Wholesale / Retail / Import and Export Trades 批發／零售／出入口貿易
- [x] (xxii) Others, please specify 其他，請註明: 技術服務，技術開發，信息技

(7) No. of Employees Joining The Scheme 參加本計劃的僱員人數 (Optional 可選填)

(8) Registered Address 註冊地址 (Please provide either English OR Chinese address, P.O. Box address is not accepted 請提供英文或中文地址，恕不接受郵政信箱地址)

Flat / Room 單位／室: 614
Floor 層數: 6
Block 座:
Building / Estate 大廈／屋苑: Hang Tung Resources Centre
Street (Street No. and Street Name) 街道 (街號及街道名稱): 18 A Kung Ngam Road
District Area 區域: Shau Kei Wan

☑ Hong Kong 香港 ☐ Kowloon 九龍 ☐ New Territories 新界

City ◆ 城市 ◆: Hong Kong
Country ◆ / Region ◆ 國家 ◆／地區 ◆: Hong Kong
Postal code ◆ 郵政編號 ◆: 000

◆ Applicable to address outside Hong Kong only 只適用於香港以外地址

(9) Principal Business Address 主要業務地址

(If different from the above Registered Address, please provide either English OR Chinese address, P.O. Box address is not accepted 如與上述註冊地址不同，請提供英文或中文地址，恕不接受郵政信箱地址)

Flat / Room 單位／室:
Floor 層數:
Block 座:
Building / Estate 大廈／屋苑:
Street (Street No. and Street Name) 街道 (街號及街道名稱):
District Area 區域:

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City ◆ 城市 ◆:
Country ◆ / Region ◆ 國家 ◆／地區 ◆:
Postal code ◆ 郵政編號 ◆:

◆ Applicable to address outside Hong Kong only 只適用於香港以外地址

(10) Correspondence Address 通訊地址

(If different from the above Principal Business Address, please provide either English OR Chinese address 如與上述主要業務地址不同，請提供英文或中文地址)

Flat / Room 單位／室:
Floor 層數:
Block 座:
Building / Estate 大廈／屋苑:
Street (Street No. and Street Name) 街道 (街號及街道名稱):
District Area 區域:

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City ◆ 城市 ◆:
Country ◆ / Region ◆ 國家 ◆／地區 ◆:
Postal code ◆ 郵政編號 ◆:

◆ Applicable to address outside Hong Kong only 只適用於香港以外地址

B. CONNECTED PERSON DETAILS 關連人士資料

(1) Scheme Authorized Person(s) 計劃獲授權人

- A Scheme Authorized Person is authorized to act on behalf of the Participating Employer to handle all matters associated with the Participating Employer's participation in the Scheme, including but not limited to give instructions and grant the access right to other user(s) in eMPF Employer Portal to handle daily administration of the Payroll Group(s) in connection therewith. 計劃獲授權人獲授權代表參與僱主處理與本計劃有關的一切事宜，包括但不限於給予指示及授予其他用戶登入積金易僱主平台的使用權限，以處理相關工資組別的日常行政事宜。
- If the space provided below is insufficient, please provide information on photocopies of Part B(1). 如下列位置不敷應用，請影印 B(1) 部分以提供資料。

(i) Scheme Authorized Person 1 計劃獲授權人 1

a. Title 稱謂 ☑ Mr 先生 ☐ Ms 女士 ☐ Miss 小姐 ☐ Mrs 太太 ☐ Dr 博士

b. Name 姓名 (As shown on HKID Card / Passport 與香港身份證／護照上的姓名相同)

Surname in English 英文姓氏: Tao

Given Name in English 英文名字: WangBao

Name in Chinese 中文姓名 (Surname 姓氏) 陶 (Given Name 名字) 王豹

c. Job Title 職銜 Director

d. Identification 身分證明

☐ HKID Card 香港身份證 ☑ Passport 護照 (Applicable ONLY for an individual without an HKID Card 僅供沒有香港身份證人士填寫)

Document No. 證件號碼: 410122198212044715

e. Date of Birth 出生日期 04/12/1982 DD / MM / YYYY 日／月／年

f. Nationality 國籍 Chinese

g. Residential Address 居住地址 (Please provide either English OR Chinese address, P.O. Box address is not accepted 請提供英文或中文地址，恕不接受郵政信箱地址)

Flat / Room 單位／室: 301 Floor 層數: Block 座: 21

Building / Estate 大廈／屋苑: Lane 118

Street (Street No. and Street Name) 街道 (街號及街道名稱): Jingmo Road, Xujing Town

District Area 區域: Qingpu District

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City ◆ 城市 ◆: Shanghai Country ◆ / Region ◆ 國家 ◆／地區 ◆: China

Postal code ◆ 郵政編號 ◆: 201702

◆ Applicable to address outside Hong Kong only 只適用於香港以外地址

h. Mobile Phone No. 手提電話號碼 (Country / Area Code # 國家／地區編號 #): 86 13916992046 #

i. Secondary Telephone No. 第二聯絡電話號碼 (Country / Area Code # 國家／地區編號 #):

If no country / area code is provided, it will be defaulted to "Hong Kong (852)". 如未有提供國家／地區編號，將預設為「香港 (852)」。

j. Email Address 電郵地址 (Email from the eMPF Platform may include important information for MPF account of the company. Please ensure access security for the email address provided. 積金易平台發出的電郵可能載有你公司強積金帳戶的重要資料，請確保提供的電郵地址被安全使用。)

robin_tao@hgplan.cn

k. Scheme Authorized Person's Signature Specimen 計劃獲授權人簽署樣式

(ii) Scheme Authorized Person 2 計劃獲授權人 2 (If any 如有)

a. Title 稱謂 ☐ Mr 先生 ☐ Ms 女士 ☐ Miss 小姐 ☐ Mrs 太太 ☐ Dr 博士

b. Name 姓名 (As shown on HKID Card / Passport 與香港身份證／護照上的姓名相同)

Surname in English 英文姓氏

Given Name in English 英文名字

Name in Chinese 中文姓名 (Surname 姓氏) _____ (Given Name 名字) _____

c. Job Title 職銜 _____

d. Identification 身分證明

☐ HKID Card 香港身份證 ☐ Passport 護照 (Applicable ONLY for an individual without an HKID Card 僅供沒有香港身份證人士填寫)

Document No. 證件號碼

e. Date of Birth 出生日期 ___/___/_____ DD / MM / YYYY 日／月／年

f. Nationality 國籍 _____

g. Residential Address 居住地址 (Please provide either English OR Chinese address, P.O. Box address is not accepted 請提供英文或中文地址，恕不接受郵政信箱地址)

Flat / Room 單位／室 _____ Floor 層數 _____ Block 座 _____

Building / Estate 大廈／屋苑 _____

Street (Street No. and Street Name) 街道 (街號及街道名稱) _____

District Area 區域 _____

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City ◆ 城市 ◆ _____ Country ◆ / Region ◆ 國家 ◆／地區 ◆ _____

Postal code ◆ 郵政編號 ◆ _____

◆ Applicable to address outside Hong Kong only 只適用於香港以外地址

h. Mobile Phone No. 手提電話號碼 (Country / Area Code # 國家／地區編號 #) _____ #

i. Secondary Telephone No. 第二聯絡電話號碼 (Country / Area Code # 國家／地區編號 #) _____

If no country / area code is provided, it will be defaulted to "Hong Kong (852)". 如未有提供國家／地區編號，將預設為「香港 (852)」。

j. Email Address 電郵地址 (Email from the eMPF Platform may include important information for MPF account of the company. Please ensure access security for the email address provided. 積金易平台發出的電郵可能載有你公司強積金帳戶的重要資料，請確保提供的電郵地址被安全使用。)

k. Scheme Authorized Person's Signature Specimen 計劃獲授權人簽署樣式

(2) Company Primary Contact Person for Daily Administration 公司日常行政的主要聯絡人

The information provided will be used by the eMPF Platform to contact the Company Primary Contact Person on daily administration issues related to the Scheme. Correspondence (including but not limited to e-notification (if any)) in relation to the Scheme will be addressed to the Company Primary Contact Person listed below. 積金易平台會以下列所提供資料，就本計劃日常行政事宜聯絡公司主要聯絡人。有關本計劃內的信件 (包括但不限於電子通訊 (如有)) 將會寄出予公司主要聯絡人。

Please choose ONE of the options below only. 請只揀選下列其中一項。

☐ (i) Same as Scheme Authorized Person 1 與計劃獲授權人 1 相同

☐ (ii) Same as Scheme Authorized Person 2 與計劃獲授權人 2 相同

☑ (iii) Company Primary Contact Person Details are as follows 公司主要聯絡人資料如下 :

a. Title 稱謂 ☐ Mr 先生 ☐ Ms 女士 ☑ Miss 小姐 ☐ Mrs 太太 ☐ Dr 博士

b. Name 姓名

Surname in English 英文姓氏: Chen

Given Name in English 英文名字: Sylvia

Name in Chinese 中文姓名 (Surname 姓氏) 陳 (Given Name 名字) 蕾

c. Job Title 職銜 HRBP

d. Mobile Phone No. 手提電話號碼
(To provide up-to-date MPF account information to your company, this field is mandatory. 為提供最新強積金帳戶資料予你公司，此欄位必須填寫。)

(Country / Area Code 國家／地區編號 ▲) 86 | 18588960969

▲ SMS (if applicable) will be sent to Hong Kong mobile phone no. only. If no country / area code is provided, it will be defaulted to "Hong Kong (852)". 短訊 (如適用) 只發送至香港手提電話號碼。如未有提供國家／地區編號，將預設為「香港 (852)」。

e. Secondary Telephone No. 第二聯絡電話號碼
(Country / Area Code 國家／地區編號 ▲)

f. Email Address 電郵地址 (Email from the eMPF Platform may include important information for MPF account of the company. Please ensure access security for the email address provided. 積金易平台發出的電郵可能載有你公司強積金帳戶的重要資料，請確保提供的電郵地址被安全使用。)

sylvia_chen@hgplan.cn

(3) Company Secondary Contact Person for Daily Administration 公司日常行政的第二聯絡人 (If any 如有)

The eMPF Platform will contact the Company Secondary Contact Person on daily administration issues if we cannot reach the Company Primary Contact Person. 如未能聯絡公司主要聯絡人，積金易平台會聯絡公司第二聯絡人跟進日常行政事宜。

Please choose ONE of the options below only. 請只揀選下列其中一項。

☐ (i) Same as Scheme Authorized Person 1 與計劃獲授權人 1 相同

☐ (ii) Same as Scheme Authorized Person 2 與計劃獲授權人 2 相同

☐ (iii) Company Secondary Contact Person Details are as follows 公司第二聯絡人資料如下 :

a. Title 稱謂 ☐ Mr 先生 ☐ Ms 女士 ☐ Miss 小姐 ☐ Mrs 太太 ☐ Dr 博士

b. Name 姓名

Surname in English 英文姓氏:

Given Name in English 英文名字:

Name in Chinese 中文姓名 (Surname 姓氏) _____ (Given Name 名字) _____

c. Job Title 職銜 _____

d. Mobile Phone No. 手提電話號碼

(Country / Area Code # 國家／地區編號 #) _____ # _____

If no country / area code is provided, it will be defaulted to "Hong Kong (852)". 如未有提供國家／地區編號，將預設為「香港 (852)」。

e. Secondary Telephone No. 第二聯絡電話號碼

(Country / Area Code # 國家／地區編號 #) _____ _____

f. Email Address 電郵地址 (Email from the eMPF Platform may include important information for MPF account of the company. Please ensure access security for the email address provided. 積金易平台發出的電郵可能載有你公司強積金帳戶的重要資料，請確保提供的電郵地址被安全使用。)

_____

(4) Director(s) / Partner(s) / Sole Proprietor / Controller / Ultimate Owner 董事／合夥人／獨資經營者／管理人／最終擁有人 ("Principal(s)" 「主事人」)

- Applicable to Corporation / Partnership / Sole proprietorship / other types of organisation. 適用於法團／合夥經營／獨資經營／其他類別的機構。
- For Partnership, please list out, at least, two partners' information. 如屬合夥經營，請至少列出兩位合夥人資料。
- If the space provided below is insufficient, please provide information on photocopies of Part B(4). 如下列位置不敷應用，請影印 B(4) 部分以提供資料。

(i) Principal No.1's Particulars 第一位主事人資料

a. Title 稱謂 ☑ Mr 先生 ☐ Ms 女士 ☐ Miss 小姐 ☐ Mrs 太太 ☐ Dr 博士

b. Name 姓名 (As shown on HKID Card / Passport 與香港身份證／護照上的姓名相同)

Surname in English 英文姓氏: Tao

Given Name in English 英文名字: WangBao

Name in Chinese 中文姓名 (Surname 姓氏) 陶 (Given Name 名字) 王豹

c. Identification 身分證明

☐ HKID Card 香港身份證 ☑ Passport 護照 (Applicable ONLY for an individual without an HKID Card 僅供沒有香港身份證人士填寫)

Document No. 證件號碼: 410122198212044715

d. Date of Birth 出生日期 04/12/1982 DD / MM / YYYY 日／月／年

e. Nationality 國籍 Chinese

f. Residential Address 居住地址 (Please provide either English OR Chinese address, P.O. Box address is not accepted 請提供英文或中文地址，恕不接受郵政信箱地址)

Flat / Room 單位／室: 301 Floor 層數: _____ Block 座: 21

Building / Estate 大廈／屋苑: Lane 118

Street (Street No. and Street Name) 街道 (街號及街道名稱): Jingmo Road, Xujing Town

District Area 區域: Qingpu District

☐ Hong Kong 香港 ☐ Kowloon 九龍 ☐ New Territories 新界

City ◆ 城市 ◆: Shanghai Country ◆ / Region ◆ 國家 ◆／地區 ◆: China

Postal code ◆ 郵政編號 ◆: 201702

◆ Applicable to address outside Hong Kong only 只適用於香港以外地址

(ii) Principal No.2's Particulars 第二位主事人資料 (If applicable 如適用)

a. Title 稱謂 ☐ Mr 先生 ☐ Ms 女士 ☐ Miss 小姐 ☐ Mrs 太太 ☐ Dr 博士

b. Name 姓名 (As shown on HKID Card / Passport 與香港身份證／護照上的姓名相同)

Surname in English 英文姓氏

Given Name in English 英文名字

Name in Chinese 中文姓名 (Surname 姓氏) _____ (Given Name 名字) _____

c. Identification 身分證明

☐ HKID Card 香港身份證 ☐ Passport 護照 (Applicable ONLY for an individual without an HKID Card 僅供沒有香港身份證人士填寫)

Document No. 證件號碼

d. Date of Birth 出生日期 ___/___/_____ DD / MM / YYYY 日／月／年

e. Nationality 國籍 _____

f. Residential Address 居住地址 (Please provide either English OR Chinese address, P.O. Box address is not accepted 請提供英文或中文地址，恕不接受郵政信箱地址)

Flat / Room 單位／室 _____ Floor 層數 _____ Block 座 _____

Building / Estate 大廈／屋苑 _____

Street (Street No. and Street Name) 街道 (街號及街道名稱) _____

District Area 區域 _____

☐ Hong Kong 香港 ☐ Kowloon 九龍 ☐ New Territories 新界

City ◆ 城市 ◆ _____ Country ◆ / Region ◆ 國家 ◆／地區 ◆ _____

Postal code ◆ 郵政編號 ◆ _____

◆ Applicable to address outside Hong Kong only 只適用於香港以外地址

(5) Beneficial Owner(s) 實益擁有人

- A beneficial owner in relation to a corporation is an individual who directly or indirectly owns or controls 25% or more of the issued share capital of the corporation or voting rights at general meetings of the corporation or who exercises ultimate control over the management of the corporation, or if the corporation is acting on behalf of another person, means the other person. 與法團有關的實益擁有人即直接或間接擁有或控制該法團已發行的股本或該法團成員大會投票權 25% 或以上或行使對該法團的管理最終控制權的人士，或如該法團代表另一位人士，則指該人士。
- If the space provided below is insufficient, please provide information on photocopies of Part B(5). 如下列位置不敷應用，請影印 B(5) 部分以提供資料。
- If information relating to the Beneficial Owner(s) needs to be updated in the future, please submit "Employer Information Change Form" to provide the updated information as soon as practicable and in any case within 30 days of change. 如未來需要更改實益擁有人的資料，請在合理而切實可行範圍內儘快及在任何情況下須於資料更改後 30 天內遞交「僱主更改資料表格」以提供更新資料。

(i) Title 稱謂 ☐ Mr 先生 ☐ Ms 女士 ☐ Miss 小姐 ☐ Mrs 太太 ☐ Dr 博士

(ii) Name 姓名 (As shown on HKID Card / Passport 與香港身份證／護照上的姓名相同)

Surname in English 英文姓氏

Given Name in English 英文名字

Name in Chinese 中文姓名 (Surname 姓氏) _____ (Given Name 名字) _____

(iii) Identification 身分證明

☐ HKID Card 香港身份證 ☐ Passport 護照 (Applicable ONLY for an individual without an HKID Card 僅供沒有香港身份證人士填寫)

Document No. 證件號碼

(iv) Date of Birth 出生日期 DD / MM / YYYY 日／月／年

(v) Nationality 國籍

(vi) Residential Address 居住地址 (Please provide either English OR Chinese address, P.O. Box address is not accepted 請提供英文或中文地址，恕不接受郵政信箱地址)

Flat / Room 單位／室 Floor 層數 Block 座

Building / Estate 大廈／屋苑

Street (Street No. and Street Name) 街道 (街號及街道名稱)

District Area 區域

☐ Hong Kong 香港 ☐ Kowloon 九龍 ☐ New Territories 新界

City ◆ 城市 ◆ Country ◆ / Region ◆ 國家 ◆／地區 ◆

Postal code ◆ 郵政編號 ◆

◆ Applicable to address outside Hong Kong only 只適用於香港以外地址

C. SCHEME DETAILS & ADMINISTRATION ARRANGEMENT 計劃詳情及行政安排

(1) Scheme Commencement Date 計劃生效日期 01/11/2026 DD / MM / YYYY 日／月／年

(2) Payroll Group Details 工資組別資料

If your company has more than one payroll group, please provide information on photocopies from Part C(2) to C(10) and attach for submission. 如你公司有多於一個工資組別，請影印 C(2) 至 C(10) 部分以提供資料並一併遞交。

(i) Payroll Group Type 工資組別類別 (Please choose ONE of the options below only. If no choice is made, it will be defaulted to "Regular Employee". 請只揀選下列其中一項。如沒有作出選擇，工資組別類別將預設為「一般僱員」。)

☑ a. Regular Employee 一般僱員 ☐ b. Casual Employee 臨時僱員

(ii) Payroll Group Name 工資組別名稱 (Please provide Payroll Group Name, e.g. ABC Limited Company - N.T. branch / ABC Reporting Centre / Monthly Payroll Group. If no information is provided, it will be defaulted to "01". 請提供工資組別名稱，例如：ABC 有限公司 - 新界分店／ ABC 隸屬中心／每月工資組別。如沒有提供資料，工資組別名稱將預設為「01」。)

01

(iii) Payroll Group ID 工資組別編號 (Please provide Payroll Group ID, e.g. Tuen Mun 1 / TM01 / PG1. If no information is provided, it will be defaulted to "01". 請提供工資組別編號，例如：Tuen Mun 1 / TM01 / PG1。如沒有提供資料，工資組別編號將預設為「01」。)

01

(3) Payroll Group Primary Contact Person for Daily Administration 工資組別日常行政的主要聯絡人

The information provided will be used by the eMPF Platform to contact the Payroll Group Primary Contact Person on daily administration issues related to this Payroll Group. Correspondence (including but not limited to e-notification (if any)) in relation to this Payroll Group will be addressed to the Payroll Group Primary Contact Person listed below. 積金易平台會以下列所提供資料，就工資組別日常行政事宜聯絡工資組別主要聯絡人。有關工資組別的信件 (包括但不限於電子通訊 (如有)) 將會寄出予工資組別主要聯絡人。

Please choose ONE of the options below only. 請只揀選下列其中一項。 (If no choice is made, it will be defaulted to "Same as Company Primary Contact Person". 如沒有作出選擇，工資組別日常行政的主要聯絡人將預設為「與公司主要聯絡人相同」。)

- ☐ (i) Same as Scheme Authorized Person 1 與計劃獲授權人 1 相同
- ☐ (ii) Same as Scheme Authorized Person 2 與計劃獲授權人 2 相同
- ☑ (iii) Same as Company Primary Contact Person 與公司主要聯絡人相同
- ☐ (iv) Same as Company Secondary Contact Person 與公司第二聯絡人相同
- ☐ (v) Payroll Group Primary Contact Person Details are as follows 工資組別主要聯絡人資料如下 :

a. Title 稱謂 ☐ Mr 先生 ☐ Ms 女士 ☐ Miss 小姐 ☐ Mrs 太太 ☐ Dr 博士

b. Name 姓名

Surname in English 英文姓氏

Given Name in English 英文名字

Name in Chinese 中文姓名 (Surname 姓氏) _____ (Given Name 名字) _____

c. Job Title 職銜 _____

d. Mobile Phone No. 手提電話號碼
(To provide up-to-date MPF account information to your company, this field is mandatory. 為提供最新強積金帳戶資料予你公司，此欄位必須填寫。)
(Country / Area Code 國家／地區編號 ▲)

e. Secondary Telephone No. 第二聯絡電話號碼
(Country / Area Code 國家／地區編號 ▲)

▲ SMS (if applicable) will be sent to Hong Kong mobile phone no. only. If no country / area code is provided, it will be defaulted to "Hong Kong (852)". 短訊 (如適用) 只發送至香港手提電話號碼。如未有提供國家／地區編號，將預設為「香港 (852)」。

f. Email Address 電郵地址 (Email from the eMPF Platform may include important information for MPF account of the company. Please ensure access security for the email address provided. 積金易平台發出的電郵可能載有你公司強積金帳戶的重要資料，請確保提供的電郵地址被安全使用。)

(4) Payroll Group Correspondence Address 工資組別通訊地址

(If different from the above Company Correspondence Address, please provide either English OR Chinese address 如與上述公司通訊地址不同，請提供英文或中文地址)

Flat / Room 單位／室 _____ Floor 層數 _____ Block 座 _____

Building / Estate 大廈／屋苑 _____

Street (Street No. and Street Name) 街道 (街號及街道名稱) _____

District Area 區域 _____

☐ Hong Kong 香港 ☐ Kowloon 九龍 ☐ New Territories 新界

City ◆ 城市 ◆ _____ Country ◆ / Region ◆ 國家 ◆／地區 ◆ _____

Postal code ◆ 郵政編號 ◆ _____

◆ Applicable to address outside Hong Kong only 只適用於香港以外地址

(5) Contribution Details 供款詳情

(i) Contribution Frequency 供款週期

(If no information is provided below, it will be defaulted to the first day of the "Monthly" basis. 如沒有提供下列資料，供款週期將預設為「每月」的第一天。)

☑ a. Monthly 每月 : 1st Contribution day 首次供款開始日 (Calendar Date of each month 每月的曆日) (e.g. from 1st day to month end 例如：1 號至該月的最後 1 天) — 0 1 DD 日

☐ b. Semi-monthly 每半月 : 1st Contribution day 首次供款開始日 (Calendar Date of each month 每月的曆日) (e.g. 1st to 15th 例如：1 號至 15 號) — DD 日

2nd Contribution day 第二個供款開始日 (Calendar Date of each month 每月的曆日) (e.g. 16th to month end 例如：16 號至該月的最後 1 天) — DD 日

☐ c. Fortnightly 每兩周 : 1st Contribution period 首次供款期

From 由 __/__/____ DD / MM / YYYY 日／月／年 To 至 __/__/____ DD / MM / YYYY 日／月／年

(e.g. 2nd Jun to 15th Jun 例如：6 月 2 號至 6 月 15 號)

☐ d. Weekly 每周 :

☐ 1. From Monday to Sunday 由星期一至星期日
☐ 2. From Tuesday to Monday 由星期二至星期一
☐ 3. From Wednesday to Tuesday 由星期三至星期二
☐ 4. From Thursday to Wednesday 由星期四至星期三
☐ 5. From Friday to Thursday 由星期五至星期四
☐ 6. From Saturday to Friday 由星期六至星期五
☐ 7. From Sunday to Saturday 由星期日至星期六

☐ e. Others, please specify 其他，請註明 : _____

(ii) Contribution Bill Generation Day 供款帳單編印日

(If no information is provided, contribution bill generation day will be defaulted to 15th of the month. 如沒有提供資料，供款帳單編印日將預設為每月的 15 日。) — DD 日

(6) Payment Method 付款方法

Please choose ONE of the options below only. Method of payment will be defaulted as by "Cheque" without prior notice if no option is chosen. 請只揀選下列其中一項。如沒有就付款方法作出選擇，付款方法將預設為「支票」及不作另行通知。

☐ (i) Direct Debit [2] 直接扣帳 [2]

☐ (ii) Cheque 支票

☑ (iii) Electronic Means 電子途徑 (i.e. Bill Payment / Direct Credit / Local Interbank Transfer (CHATS) / Bank Transfer / Telegraphic Transfer / PPS 即繳付帳單／直接入帳／本地同業撥帳／銀行轉帳／電匯／繳費靈)

Form Centre 表格中心

[2] The setup of direct debit takes approximately 3 to 6 weeks from receipt of your completed "Direct Debit Authorization" ("DDA Form"). The eMPF Platform will send your company a confirmation notifying you the success of direct debit setup. Please settle contribution by other payment means before direct debit setup is completed. Please download "DDA Form" via visiting the website of the eMPF Platform (https://empf.org.hk/forms/en) or scanning the QR code and complete "DDA Form". 設立直接扣帳由收到完整「直接付款授權」(「直接付款授權表格」) 起計，約需時三至六個星期，積金易平台將會發出確認書，通知你公司有關直接扣帳申請成功設立。於直接扣帳辦妥前，請透過其他付款途徑付款。請透過瀏覽積金易平台的網頁 (https://empf.org.hk/forms) 或掃描二維碼下載及填寫「直接付款授權表格」。

(7) Remittance Statement ("RS") Arrangements 付款結算書安排 (Please choose one of the options below. If no choice is made, it will be defaulted to generate RS with contribution data [3]. 請揀選下列其中一項。如沒有作出選擇，付款結算書將預設為包括供款資料 [3]。)

☐ (i) No need to generate and send hard copy RS 不需郵寄及編印付款結算書

☑ (ii) Generate RS with Contribution Data [3] and follow my / our e-Communications option (if applicable) 付款結算書需包括供款資料 [3] 並按照本人／我們的電子通訊選項作出安排 (如適用)

☐ (iii) Generate RS without Contribution Data [3] and follow my / our e-Communications option (if applicable) 付款結算書不需包括供款資料 [3] 並按照本人／我們的電子通訊選項作出安排 (如適用)

[3] Contribution data included Relevant Income, Employer and Employee's Mandatory Contributions and Voluntary Contributions (if any). Contribution data is provided based on the eMPF Platform's recorded data of last payroll period (if any). 供款資料包括有關入息、僱主及僱員的強制性和自願性供款 (如有)。而供款資料將根據積金易平台於上一個支薪期所記錄的資料 (如有) 而定。

(8) Contribution Arrangement for Insufficient Payment [4] 款額不足的供款安排 [4]

To avoid delay in contribution processing, the eMPF Platform will allocate the contribution to your employee accounts **on pro-rata basis** if the payment received is not sufficient to settle the required contributions. If you would like to have other arrangement, please tick the following box. 為免延誤處理供款，如所收款額不足以處理供款，積金易平台將**按供款比例**分配至你的僱員帳戶。如你公司擬另作安排，請剔選以下方格。

☐ The Participating Employer hereby gives instructions to hold up the contribution payment and allocation until the payment is sufficient to cover the total required contributions. 參與僱主謹此指示暫緩處理供款款額及分配，直至有足夠款額處理供款總數。

[4] This may result in delay in contribution allocation and you may also be subject to payment of surcharges for the outstanding contributions. 這可能會導致延遲處理你公司的供款，你亦可能須要支付未繳供款的附加費。

(9) Contribution Approval Setting 審批供款設定 (Applicable to online remittance statement in eMPF Employer Portal only. Please choose one of the options below. If no choice is made, it will be defaulted to Not Require Approval from the Scheme Authorized Person. 只適用於積金易僱主平台網上付款結算書。請揀選下列其中一項。如沒有作出選擇，將預設為不需計劃獲授權人的批准。)

☑ (i) Not Require Approval from the Scheme Authorized Person 不需計劃獲授權人的批准

☐ (ii) Require Approval from the Scheme Authorized Person 需要計劃獲授權人的批准

(10) Bank Account No. for Payment Deposit (If any) [5] 存入款項銀行帳戶號碼 (如有) [5] (Optional 可選填)
(If there is any refund, the payment will be deposited to the following designated bank account. 如有任何退款，有關款項將存入下列指定銀行帳戶。)

Name of Bank Account Holder 銀行帳戶持有人姓名 (A bank account rather than the name of registered employer is not accepted 恕不接受非註冊僱主名稱的銀行帳戶)

_____

Name of Bank 銀行名稱 _____

Bank No. ^ 銀行編號 ^	Branch No. ^ 分行號碼 ^	Account No. (Please specify account suffix no. for integrated account.) 帳戶號碼 (如帳戶屬於綜合理財帳戶，請註明帳戶字尾號碼。)
☐☐☐	☐☐☐	☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

^ Not applicable for bank outside Hong Kong 不適用於香港以外地方的銀行

For bank outside Hong Kong 只適用於香港以外地方的銀行 :

Currency 貨幣 _____

Address of Bank Outside Hong Kong
香港以外地方的銀行地址 _____

_____

Country / Region 國家／地區

Swift Code of Bank Outside Hong Kong
香港以外地方的銀行 Swift 代碼 _____

Intermediary Bank Name
代理銀行名稱 _____ (If applicable 如適用)

Intermediary Bank Swift Code
代理銀行 Swift 代碼 _____ (If applicable 如適用)

Other Settlement Information (e.g. IBAN)
其他結算資料 (例如國際銀行帳戶號碼) _____ (If applicable 如適用)

Others (e.g. Employer's address / phone no. outside Hong Kong)
其他 (例如僱主在香港以外地方的地址／電話號碼) _____ (If applicable 如適用)

[5] Bank charges may be incurred in relation to deposit payment to a local bank account or a bank account outside Hong Kong. The bank charges will be deducted from the above bank account (if any) associated with bank deposited. In addition, the refund payment amount will be impacted by exchange rate (if applicable). 本地銀行或香港以外地方的銀行帳戶存款可能會衍生銀行收費。銀行存款相關的收費 (如有) 將於上述銀行帳戶扣除。此外，退回供款金額將受匯率影響 (如適用)。

D. VOLUNTARY CONTRIBUTIONS 自願性供款

If you would like to make voluntary contributions, please download "Voluntary Contributions Application / Change Form" via visiting the website of the eMPF Platform (https://empf.org.hk/forms/en) or scanning the QR code and complete "Voluntary Contributions Application / Change Form". 如你公司擬作出自願性供款，請透過瀏覽積金易平台的網頁 (https://empf.org.hk/forms) 或掃描二維碼下載及填寫「自願性供款申請／更改表格」。

Form Centre
表格中心

E. SELF-CERTIFICATION OF TAX RESIDENCY AND TAXPAYER IDENTIFICATION NUMBER OR ITS FUNCTIONAL EQUIVALENT ("TIN") [6]
稅務居民身分自我證明及稅務編號或具有等同功能的識辨編號 (「稅務編號」) [6]

- This is a self-certification provided by you to the Trustee for the purpose of Automatic Exchange of Financial Account Information ("AEOI") in compliance with tax law and regulations (including but not limited to the Inland Revenue Ordinance (Cap.112) and regulations based on the Organisation for Economic Cooperation and Development ("OECD") Common Reporting Standard ("CRS") for automatic exchange of information). 這是你向受託人提供的自我證明，以作自動交換財務帳戶資料用途以遵守稅務法律及規例 (包括但不限於《稅務條例》(第 112 章) 及根據自動交換資料有關的經濟合作與發展組織 (「OECD」)《共同匯報標準》(「CRS」) 的規則)。
- The information provided by you in this part will be updated by the eMPF Platform for all your MPF account(s) maintained in the eMPF Platform for the purpose of AEOI and CRS. 你於本部分提供的資料將會更新你於積金易平台保存的所有強積金帳戶用作自動交換財務帳戶資料及「共同匯報標準」的用途。
- Each jurisdiction has its own rules for defining tax residence, and various jurisdictions provide information on how to determine if you are resident in that particular jurisdiction for tax purposes. In general, you will find that your jurisdiction of tax residence is the jurisdiction / country in which you live. Special circumstances may cause you to be resident elsewhere or resident in more than one jurisdiction / country at the same time (dual residency) for tax purposes. For more information on jurisdiction of tax residence, please consult your tax adviser or the information at the OECD automatic exchange of information portal (http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-residency/). 每個稅務管轄區會按照其稅務法律訂定稅務居民的定義，並提供相關資料讓你判定是否屬某一稅務管轄區的稅務居民。一般而言，你的稅務居留司法管轄區／國家會根據你的居住地點而定，因此，如你有多於一處居所 (雙重居住地)，你可能會同時成為多個稅務管轄區／國家的稅務居民。有關稅務居民身分的更多資訊，請諮詢你的稅務顧問或瀏覽 OECD 的自動交換資料網頁 (http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-residency/)。
- If you (or the individual account holder, if you are completing the self-certification on the individual account holder's behalf) are tax resident in a reportable jurisdiction [7] of Hong Kong, you will be classified as a reportable person for AEOI, the Trustee will be legally obliged to pass on the information provided in this self-certification and other financial information with respect to your / the account holder's account(s) to the Hong Kong Inland Revenue Department ("IRD"), and they will transmit this information to the tax authorities of which you are / the account holder is tax resident. 如你 (若你以獲授權人身分填寫此自我證明，則該個別人士帳戶持有人) 的稅務居民所在地屬香港申報稅務管轄區 [7]，你將會被界定為自動交換資料下的申報對象，受託人在法律上有義務將你／該帳戶持有人於此自我證明申報的資料，你／帳戶持有人財務帳戶有關的某些財務資料轉交予香港稅務局，而相關資料或會與你／該帳戶持有人作為稅務居民所屬的稅務機關交換。
- The employer particulars, including but not limited to company name, business registration no., jurisdiction of incorporation or organisation, registered address and correspondence address, etc., provided in this agreement and other related documents will form part of this self-certification. 於本協議及其他相關文件所提供的僱主資料，包括但不限於公司名稱、商業登記號碼、公司或機構註冊所在的司法管轄區、註冊地址及通訊地址等，將會成為此自我證明的一部分。
- This self-certification will remain valid unless there is any change in circumstances relating to information that makes this self-certification incorrect, inaccurate or incomplete. You must notify the eMPF Platform / the Trustee and provide an updated self-certification within 30 days of such change in circumstances. 除非情況有所改變而引致已提交的自我證明上的資料不正確、不準確或不完整，否則該已提交的自我證明仍具十足效力。如情況有所改變，你務必通知積金易平台／受託人，並需要在發生改變後 30 天內向積金易平台／受託人提供一份已更新的自我證明。
- The eMPF Platform **MUST** obtain the complete and valid tax residency self-certification for the setting up of employer account. To avoid any delay in the setting up of employer account and contribution settlement (if any), please read and complete all the appropriate parts below. 積金易平台在開立僱主帳戶前，**必須**取得完整及有效的稅務居民身分自我證明。為避免僱主帳戶開立及供款處理 (如有) 有任何延誤，請細閱並完成以下所有適用部分。
- The eMPF Platform / The Trustee has right to require you to provide all relevant identification / verification documentation. Failure in providing the information and other personal data as requested may result in your application / instruction not being able to be processed. 積金易平台／受託人有權要求你提供所有相關的身分證明／驗證文件。如未能提供所需資料及其他個人資料，可能導致你的申請／指示不獲處理。
- Kindly note that the eMPF Platform / the Trustee is not allowed to offer any tax or legal advice to you. For tax-related questions, please consult your tax adviser or visit the OECD (http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/) and IRD's AEOI website (http://www.ird.gov.hk/eng/tax/dta_aeoi.htm), or simply scan the QR code, for more CRS and related information. 請注意積金易平台／受託人不獲允許向你提供稅務或法律意見。任何稅務相關的疑問，請詢問專業稅務顧問或瀏覽 OECD (http://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/) 及稅務局 (http://www.ird.gov.hk/chi/tax/dta_aeoi.htm) 有關自動交換財務帳戶資料的網頁，或掃描此二維碼，以獲取更多 CRS 及相關資料。

  OECD-CRS　　IRD 稅務局
- For the terms and expressions in this part, please refer to https://www.ird.gov.hk/eng/pdf/2016/terms.pdf. 請參考 https://www.ird.gov.hk/chi/pdf/2016/terms.pdf 以查閱本部分的名詞及措辭釋義。

The Entity mentioned in this part refers to a corporation, partnership, a body of persons or a trust (excluding sole proprietors). If you are a sole proprietor, please complete Part E(1) and (2) only (as applicable). 本部分所指之「實體」為法團、合夥、任何其他團體或信託 (獨資經營者除外)。如你是獨資經營者，只需填寫 (適用的) E(1) 及 (2) 部分。

(1) Entity / Sole Proprietor Tax Residence is 實體／獨資經營者之稅務居住地為 (Please tick one of the appropriate boxes. 請在其中一個適當的方格上填上剔號。)

☐ (i) Hong Kong **ONLY**, with no tax residence in any other jurisdictions / countries (the TIN is as noted in below [8])
只有香港，及沒有處於任何其他司法管轄區／國家的稅務居住地 (其稅務編號如以下所註 [8])
(Please skip Part E(2). 請略過 E(2) 部分。)

☐ (ii) Hong Kong (the TIN is as noted in below [8]) and also some other jurisdictions / countries
香港 (其稅務編號如以下所註 [8]) 及其他司法管轄區／國家
(Please fill out Part E(2). 請填寫 E(2) 部分。)

☑ (iii) NOT Hong Kong, but instead some other jurisdictions / countries
不是香港而是其他司法管轄區／國家
(Please fill out Part E(2). 請填寫 E(2) 部分。)

(2) Jurisdiction of Tax Residency 稅務居民所在司法管轄區

Please list **(i)** ALL jurisdictions / countries (other than Hong Kong) where the account holder is a resident for tax purposes and **(ii)** the account holder's TIN [6] for each jurisdiction / country. If the space provided is insufficient, please provide it in the below format on additional sheet(s). 請在以下列明 **(i)** 帳戶持有人作為稅務居民的所有司法管轄區／國家 (香港以外)，及 **(ii)** 各司法管轄區／國家發出予帳戶持有人的稅務編號 [6]。如下列位置不敷應用，請按以下格式另加新頁。

	Jurisdiction / Country of Tax Residency 稅務居民所在司法管轄區／國家	TIN [6] 稅務編號 [6]	If no TIN available, please indicate Reason A, B or C [9] below 若未能提供稅務編號，請於下方填上理由 A、B 或 C [9]	Please explain why you are unable to obtain a TIN if you selected Reason B. 若你選擇理由 B，請在下方解釋無法取得稅務編號的原因。
a.	China	410122198212		
b.				
c.				

[6] For more guidance on a TIN, please visit the OECD website at https://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-identification-numbers/, or simply scan the QR code. 如欲了解相關稅務居民司法管轄區發佈的稅務編號，你可瀏覽 OECD 網頁 https://www.oecd.org/tax/automatic-exchange/crs-implementation-and-assistance/tax-identification-numbers/ ，或掃描此二維碼。

OECD-TIN

[7] For the list of reportable jurisdiction of Hong Kong, please refer to the IRD's website at https://www.ird.gov.hk/eng/tax/aeoi/rpt_jur.htm. 有關香港申報稅務管轄區名單，請參考稅務局的網頁：https://www.ird.gov.hk/chi/tax/aeoi/rpt_jur.htm。

[8] If the account holder is a tax resident of Hong Kong, the TIN is: 如帳戶持有人是香港稅務居民，稅務編號是 :
- Entity 實體： First 8 digits of the Hong Kong Business Registration No. / TIN 香港商業登記號碼前 8 位數字／稅務編號
- Sole proprietor 獨資經營者 : HKID Card No. / TIN 香港身份證號碼／稅務編號

[9] Reason A 理由 A - The jurisdictions / country where the Entity / Sole Proprietor is a resident for tax purposes does not issue TINs to its residents. 實體／獨資經營者所屬的稅務居民的司法管轄區／國家沒有向其居民發出稅務編號。

Reason B 理由 B - The Entity / Sole Proprietor is unable to obtain a TIN. (Please explain why you are unable to obtain TIN in the above table if you have selected this reason.) 實體／獨資經營者無法獲得稅務編號。(若你選擇這理由，請在上表解釋你無法獲得稅務編號的原因。)

Reason C 理由 C - No TIN is required. (Note: Only select this reason if the authority of the relevant jurisdictions / countries of residence do not require the TIN to be disclosed.) 無需稅務編號。(註：只有在相關司法管轄區／國家的主管當局不需要披露該司法管轄區／國家發出的稅務編號方可選擇這理由。)

(3) Entity Type [10] 實體類別 [10] (Not applicable to sole-proprietorship 不適用於獨資經營)

Please tick one of the appropriate boxes and provide the relevant information. 請在其中一個適當的方格上填上剔號，並提供有關資料。

Financial Institution 財務機構 (Please skip Part E(4) 請略過 E(4) 部分)	☐ (i)	Custodial Institution, Depository Institution or Specified Insurance Company 託管機構、存款機構或指明保險公司
	☐ (ii)	Investment Entity, except an investment entity that is managed by another financial institution (e.g. with discretion to manage the entity's assets) and located in a non-participating jurisdiction 投資實體，但不包括由另一財務機構管理 (例如：擁有酌情權管理投資實體的資產) 並位於非參與稅務管轄區的投資實體
Active Non-Financial Entity ("NFE") 主動非財務實體 (Please skip Part E(4) 請略過 E(4) 部分)	☐ (i)	NFE the stock of which is regularly traded on _____ , which is an established securities market 該非財務實體的股票經常在 _____ (一個具規模證券市場) 進行買賣
	☐ (ii)	Related entity of _____ , the stock of which is regularly traded on _____ , which is an established securities market 為 _____ 的有關連實體，該有關連實體的股票經常在 _____ (一個具規模證券市場) 進行買賣
	☐ (iii)	NFE is a governmental entity, an international organisation, a central bank, or an entity wholly owned by one or more of the foregoing entities 政府實體、國際組織、中央銀行或由前述的實體全權擁有的其他實體
	☑ (iv)	Active NFE other than the above, please specify 除上述以外的主動非財務實體，請說明 技術服務，技術開
Passive NFE 被動非財務實體 (Please fill out Part E(4) 請填寫 E(4) 部分)	☐ (i)	Investment entity that is managed by another financial institution and located in a non-participating jurisdiction 位於非參與稅務管轄區並由另一財務機構管理的投資實體
	☐ (ii)	NFE that is not an active NFE 不屬主動非財務實體的非財務實體

[10] Please refer to the definitions of different entity types at https://www.ird.gov.hk/eng/pdf/2016/terms.pdf. 不同實體類別之定義請參考 https://www.ird.gov.hk/chi/pdf/2016/terms.pdf。

(4) Controlling Person [11] 控權人 [11] (Complete this part if the entity account holder is a passive NFE 如實體帳戶持有人是被動非財務實體，填寫此部分)

Form Centre
表格中心

- Please indicate the name of all controlling person(s) of the entity in the table below. If no natural person exercises control over an entity which is a legal person, the controlling person will be the individual holding the position of senior managing official. 請填寫實體之所有控權人的姓名在列表內。就法人實體，如沒有自然人行使控制權，控權人將會是該法人實體的高級管理人員。
- Please download "Tax Residency Self-certification (Controlling Person)" via visiting the website of the eMPF Platform (https://empf.org.hk/forms/en) or scanning the QR code and each controlling person is required to complete a separate "Tax Residency Self-certification (Controlling Person)". 請透過瀏覽積金易平台的網頁 (https://empf.org.hk/forms) 或掃描二維碼下載及每位控權人須另外填寫一份「稅務居民身分自我證明 (控權人)」。

(i)		(iv)	
(ii)		(v)	
(iii)		(vi)	

[11] Please refer to the definitions of controlling person at https://www.ird.gov.hk/eng/pdf/2016/terms.pdf. 控權人之定義請參考 https://www.ird.gov.hk/chi/pdf/2016/terms.pdf。

✦ Warning 警告：

It is an offence under section 80(2E) of the Inland Revenue Ordinance if any person, in making a self-certification, makes a statement that is misleading, false or incorrect in a material particular AND knows, or is reckless as to whether, the statement is misleading, false or incorrect in a material particular. A person who commits the offence is liable on conviction to a fine at level 3 (i.e. HKD10,000). 根據《稅務條例》第 80(2E) 條，如任何人在作出自我證明時，在明知一項陳述在要項上屬具誤導性、虛假或不正確，或罔顧一項陳述是否在要項上屬具誤導性、虛假或不正確下，作出該項陳述，即屬犯罪。一經定罪，可處第 3 級 (即港幣10,000元) 罰款。

F. "PERSONAL INFORMATION COLLECTION STATEMENT" ("PICS") OF THE eMPF PLATFORM AND THE SCHEME 積金易平台及本計劃《收集個人資料聲明》(「聲明」)

Personal Information Collection Statement of The eMPF Platform 積金易平台收集個人資料聲明

eMPF Platform Company Limited may need to collect, process and hold your personal data for the purposes of your enrolment to an MPF scheme and administration of your MPF account. Your personal data may also be used, transferred or disclosed to other parties for purposes as set out in our Personal Information Collection Statement (PICS). If you are already registered with the eMPF Platform, you have already agreed to be bound by our PICS, the latest version of which is set out below. If you are not yet registered, please refer to our PICS set out below. By providing your personal data in this form, you consent to eMPF Platform Company Limited collecting, using and holding your personal data in accordance with our Personal Information Collection Statement. 積金易平台有限公司可能需要收集、處理及持有你的個人資料，用作處理你的強積金計劃登記和你的強積金帳戶管理的用途。你的個人資料亦可能會根據我們的收集個人資料聲明中所列明的用途而被使用、轉移或披露給第三方。若你已註冊積金易平台，即表示你已同意我們的收集個人資料聲明，其最新版本載於下文。若你尚未註冊，請參閱我們以下的收集個人資料聲明。你透過此表格提供個人資料，即表示你同意積金易平台有限公司根據我們的收集個人資料聲明收集、處理及持有你的個人資料。

Personal Information Collection Statement 收集個人資料聲明

This Personal Information Collection Statement (this "**Statement**") is made in accordance with the requirements of the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong) (the "**PDPO**") and the guidelines issued by the Office of the Privacy Commissioner for Personal Data. This Statement notifies you of the personal data from time to time collected, processed and held by eMPF Platform Company Limited ("**we**", "**us**" or "**eMPF Company**"), the purposes for which your personal data will be used and to whom it may be disclosed, and your rights under the PDPO to access and correct your personal data. 本收集個人資料聲明（本「**聲明**」）是根據《個人資料（私隱）條例》（香港法例第 486 章）（「**《私隱條例》**」）的規定及個人資料私隱專員公署發出的指引而制定。本聲明旨在向你闡釋積金易平台有限公司（「**本公司**」、「**我們**」或「**積金易公司**」）不時收集、處理及持有你的個人資料、有關個人資料的用途和可能獲提供有關個人資料的對象，以及你可根據《私隱條例》查閱及更正有關個人資料的權利。

You may learn more about our policies on the collection, use, transfer, retention and protection of your personal data from our Privacy Policy, which is available at www.empf.org.hk/page/privacy-policy. 你可於本公司的《私隱政策》了解更多關於我們收集、使用、移轉、保留及保護你的個人資料的政策。

1. Personal Data collected and maintained by eMPF Company 積金易公司收集及保存的個人資料

The "electronic MPF system" (as defined in the MPFSO) administered and operated by eMPF Company is designated by the Secretary for Financial Services and the Treasury under the Mandatory Provident Fund Schemes Ordinance (Chapter 485 of the Laws of Hong Kong) (the "**MPFSO**") to, inter alia, provide Mandatory Provident Fund ("**MPF**") scheme administration services to facilitate approved trustees of registered schemes in performing their scheme administration functions. eMPF Company provides such MPF scheme administration services through the "electronic MPF system" and other offline facilities including the service centres, administrative centres and call centres (collectively the "**eMPF Platform**"). Personal data which may from time to time be collected, processed and held by eMPF Company in respect of you includes: 根據《強制性公積金計劃條例》（香港法例第 485 章）（「**《強積金條例》**」），財經事務及庫務局局長指定以積金易公司管理和營運的「電子強積金系統」（定義見《強積金條例》）（其中包括）向強制性公積金（「**強積金**」）註冊計劃的核准受託人提供強積金計劃管理服務，以利便核准受託人執行他們的計劃管理職能。積金易公司通過「電子強積金系統」及其他實體設施，包括服務中心、行政中心以及電話支援服務中心（統稱「**積金易平台**」）提供有關強積金計劃管理服務。積金易公司可能不時收集、處理及持有與你有關的個人資料包括：

a. information shown on your Hong Kong Identity Card ("**HKID Card**") including HKID Card number, English name, Chinese name (if available), gender, and date of birth (collectively "**HKID Card Info**"), as well as other information saved in the "e-ME" profile of your "iAM Smart" account, such as your contact phone number, email address and / or address, which are transferred from the "iAM Smart" system if the "Authentication" or "e-ME" Form Filling services under "iAM Smart" is used in connection with the eMPF Platform (for details, please refer to the Personal Information Collection Statement of "iAM Smart"); 顯示在你的香港身份證上的資料，包括香港身份證號碼、英文姓名、中文姓名（如有）、性別及出生日期（統稱「香港身份證資料」），以及若在使用「積金易」平台時採用了「智方便」的「身份認證」或「填表通」填寫表格服務，傳送自「智方便」系統儲存於你的「智方便」帳戶「填表通」個人資料中的其他資料，例如你的聯絡電話號碼、電郵地址及／或地址（詳情請參閱「智方便」的收集個人資料聲明）；
b. information provided by or in respect of you in connection with your use of the eMPF Platform, including without limitation your HKID Card Info and similar information appearing on your other identity documents, copies of your HKID Card or other identity documents, and details of your transactions conducted through or other dealings with the eMPF Platform, such as scheme enrolment, managing accrued benefits, and making enquiries or complaints; 你在使用「積金易」平台期間由你提供或與你有關的資料，包括但不限於你的香港身份證資料及其他身份證明文件上的類似資料、你的香港身份證或其他身份證明文件副本，以及你透過「積金易」平台進行的交易或涉及平台其他事宜的詳情（例如計劃登記、管理累算權益以及提出查詢或投訴）；

c. information disclosed by or transferred from approved trustees of your MPF schemes; 由你的強積金計劃的核准受託人披露或移轉的資料；
d. (processed with your consent if required under the PDPO) information from other third parties and public sources, including but not limited to government authorities; and 來自包括但不限於政府機構的其他第三方或公共來源的資料（如《私隱條例》要求，將在獲得你同意的情況下進行處理）；及
e. information obtained or generated in the course of our performance of scheme administration services and other statutory functions under the MPFSO. 本公司根據《強積金條例》履行提供計劃管理服務及其他法定職能過程中取得或產生的資料。

Please note that personal data and other information requested (except those marked as "optional") must be provided before we can provide you with the relevant service(s) under the eMPF Platform. If you fail to provide such personal data and other information, or if such data or information is inaccurate or incomplete, we may not be able to process your transactions and / or requests, or otherwise provide you with the relevant service. 請注意，本公司只有在取得所有我們要求有關你的個人資料及其他資料（除非標記為「可選填」外）後，方能為你提供積金易平台的相關服務。如你未能提供上述個人資料及其他資料，或上述個人資料或其他資料屬不準確或不完整，本公司可能無法處理你的交易及／或要求，或為你提供相關服務。

2. Purposes of Collection of Personal Data 收集個人資料的用途

We may collect, process and hold your personal data for the following purposes: 本公司可收集、處理及持有你的個人資料作下列用途：

a. to authenticate your identity through the "iAM Smart" digital identity platform and the "iAM Smart" kiosk at service centre; 通過「智方便」（iAM Smart）數碼身份平台及服務中心的「智方便」自助登記站認證你的身份；
b. to facilitate your access to, and the management of your MPF account; 協助你查閱及管理強積金帳戶；
c. to verify, process, administer and implement your applications, requests or instructions, and to provide you with such services as may from time to time be agreed with the approved trustees of your MPF schemes, all in connection with your MPF schemes; 核實、處理、管理及執行你就強積金計劃所提出的申請、要求或指示，以及根據本公司不時與你的強積金計劃的核准受託人達成的協定，提供有關的服務；
d. for data matching with personal data and other information about you or your employer(s) for scheme administration and other related purposes; 就計劃管理及其他相關用途，與你或你的僱主的個人及其他資料進行比對；
e. for our internal business and administrative purposes, including but not limited to maintaining the security of the eMPF Platform, improvement of user experience, development of the eMPF Platform, administration of our risk management policies and procedures and for the purpose of compiling statistics and undertaking data analysis and other research; 用作本公司內部業務及行政管理的用途，包括但不限於維持積金易平台的安全、改善用戶體驗、發展積金易平台、執行風險管理政策和程序，以及用作數據統計、資料分析及其他研究用途；
f. to communicate with you, and to provide you with customer services; 與你溝通並為你提供客戶服務；
g. for complying with applicable laws and regulations, and any request or direction of, or responding to requests from, regulators, law enforcement agents or other government authorities; 遵從適用的法律和法規，以及監管機構、執法機關或其他政府部門的任何要求或指示，或回應其要求；
h. for protecting or exercising our rights, including but not limited to dealing with your complaints or inquiries, and taking any legal actions; 保障或行使本公司的權利，包括但不限於處理你的投訴或查詢，以及採取任何法律行動；
i. for handling any legal, regulatory or administrative proceedings, investigations or inquiries before any court or competent authority; 處理任何法庭或主管機關的法律、監管或行政管理程序、調查或查詢；
j. for detecting, investigating and preventing crime and other unlawful or suspicious behaviour or activities in connection with your MPF schemes and the eMPF Platform; 偵查、調查及防止與你的強積金計劃及「積金易」平台有關的犯罪及其他違法或可疑行為或活動；
k. for any other purposes or functions from time to time specified or designated under the MPFSO and any other applicable laws and regulations, and for facilitating compliance with the Anti-Money Laundering and Counter-Terrorist Financing Ordinance (Chapter 615 of the Laws of Hong Kong) and any other applicable laws and regulations by approved trustees and MPF scheme providers of your MPF schemes; 根據《強積金條例》及任何其他適用法律及法規不時訂明或指定的其他目的或職能，以及為協助你的強積金計劃核准受託人及強積金計劃營辦人遵守《打擊洗錢及恐怖分子資金籌集條例》（香港法例第 615 章）及任何其他適用法律及法規；
l. with your consent (including any indication of no objection), for conducting direct marketing in accordance with Section 4 below, whether for itself or on behalf of approved trustees of your MPF schemes; and 經你同意（包括表示不反對），根據下文第 4 條為本公司或代表你的強積金計劃的核准受託人進行直接促銷；及
m. other purposes directly relating to any of the above. 其他與任何上述內容有直接關係的用途。

We may use artificial intelligence and other technology tools to process and analyze personal data for the purposes set out above. 我們可能使用人工智能及其他科技工具來處理及分析個人資料，以達致上述目的。

3. Classes of Transferees 承轉人類別

Your personal data may be transferred or disclosed to the following parties for the purposes mentioned above: 你的個人資料可能就上述用途被移轉或披露予下列人士：

a. your employer(s) and approved trustee(s) of your MPF scheme(s), and your medical practitioner(s) in respect of any of your applications for early withdrawal of MPF; 你的僱主，強積金計劃的核准受託人，以及就你任何提早提取強積金的申請所涉及的醫護人員；
b. our agents, advisers, service providers, contractors and / or other third parties who provide administrative, telecommunications, computer, payment, fraud prevention, insurance, data processing, information technology, legal, accounting, operational and / or other services or support in connection with the operations of the eMPF Platform or MPF scheme administration; 任何就積金易平台的營運或強積金計劃的行政管理而向本公司提供管理、電訊、電腦、付款、反欺詐、保險、資料處理、資訊科技、法律、會計、營運及／或其他服務或支援的代理人、顧問、服務供應商、承辦商及／或其他第三方；
c. the Mandatory Provident Fund Schemes Authority ("**MPFA**"), other government authorities and agencies, courts, regulatory or administrative bodies, law enforcement agencies and other bodies or persons to whom we are under an obligation to make disclosure under any legal, regulatory or administrative requirements applicable to us; and 強制性公積金計劃管理局（「**積金局**」）、其他政府部門及機構、法庭、監管機構或行政管理機構、執法機構及其他機構或人士，如本公司須按照任何適用法律、法規或行政命令向其作出披露；及
d. any other person as agreed with you from time to time. 你不時同意的任何其他人士。

Your personal data may be provided to any of the above parties who may be located in or outside of Hong Kong. If we do transfer your personal data outside of Hong Kong, we will do so in compliance with the requirements of the PDPO. 你的個人資料可被提供予任何位於香港境內或境外的上述人士。如本公司將你的個人資料轉移至香港境外，我們會遵照《私隱條例》的相關規定行事。

4. Direct Marketing 直接促銷

With your consent, we may use your name, contact details, date of birth, business registration / identification number, financial background, demographic data and information about your MPF schemes, transaction patterns and your interactions with the eMPF Platform (as applicable) for the purposes of: 經你同意，本公司可能使用你的姓名、聯絡資料、出生日期、商業登記證／身份證號碼、財務狀況、有關你的強積金計劃的統計數據及資料、在積金易平台（若適用）的交易模式和互動情況，作下列用途：

a. marketing the eMPF Platform and related products and services; and 宣傳積金易平台及相關產品和服務；及
b. offering or advertising the availability of the MPFA's facilities or services relating to its publicity, promotional, educational or other similar activities. 提供或推廣積金局在宣傳、推廣、教育或其他類似活動方面的設施或服務。

With your written consent, we may provide your personal data as mentioned in the paragraph above to the approved trustees of MPF schemes in which you participate or have participated in and such approved trustees may transfer your personal data to the MPF scheme provider of such MPF schemes, each for their direct marketing of: 經你書面同意，本公司可能將你的個人資料（如上段所述）提供予你所參與或曾參與的強積金計劃的核准受託人，而該核准受託人可能將你的個人資料轉移予其強積金計劃營辦人，用作其各自直接促銷以下各項：

a. pension, financial, insurance and related services and products; and 退休金、金融、保險及相關服務和產品；及
b. rewards, loyalty or privileges programmes and related services and products. 獎賞、忠誠或特選計劃及相關服務和產品。

You may withdraw your consent at any time by paper form or via the web portal. Once your request is processed by us, we will not use your personal data and / or will not transfer the same to the relevant approved trustees (as the case may be) for direct marketing purposes. 你可隨時透過書面表格或網上平台取消你的同意。本公司於完成處理你的取消同意的要求後，將不會使用你的個人資料及／或不會將你的個人資料移轉予相關核准受託人（視乎情形而定）作直接促銷用途。

5. Access and Correction 查閱及更正

You may request access to, or correction of, your personal data being held by us. For any such request, please contact our Data Protection Officer: 你可要求查閱或更正本公司所持有關於你的個人資料。如需提出有關要求，請聯絡我們的資料保護主任：

Mail: PO Box 98929 Tsim Sha Tsui Post Office
郵寄：尖沙咀郵政局郵政信箱 98929 號
Email 電郵：dpo@support.empf.org.hk

Please note that all data access or correction requests should be made by using the Data Access Request Form from time to time specified by the Privacy Commissioner for Personal Data. You may also visit any one of the eMPF Service Centres in person to obtain and submit the form. 請注意，所有個人資料查閱或更正的要求均須使用個人資料私隱專員不時指明的《查閱資料要求表格》作出。你亦可親身前往任何一間積金易服務中心索取及遞交有關表格。

We may refuse to comply with a data access or correction request in the circumstances specified in sections 20 or 24 of the PDPO, including but not limited to circumstances where the data access or correction request is not made in Chinese or English. 請注意，本公司可在《私隱條例》第 20 或 24 條訂明的情況下拒絕遵從個人資料查閱或更正的要求，包括但不限於當有關個人資料查閱或更正的要求並非以中文或英文作出。

We may require you to provide identity proof for handling your data access or correction request, and we may charge a fee for complying with your data access request. 處理個人資料查閱或更正的要求時，本公司或會要求你提供身分證明文件，並可就你的資料查閱的要求收取費用。

6. Miscellaneous 其他事宜

We may update this Statement from time to time, and the most recent version can be found at www.empf.org.hk/pics . We will notify you of any update to this Statement and, where required by the PDPO, obtain your consent. 本公司會不時更新本聲明，最新版本可參閱 www.empf.org.hk/pics。我們會通知你有關本聲明的更新，並在《私隱條例》有要求的情況下取得你的同意。

If there is any inconsistency or ambiguity between the English and Chinese versions of this Statement, the English version will prevail. 如本聲明的中英文版本有任何不一致或歧義，應以英文版本為準。

☑ Please tick the box if you do not agree to provide your consent for your personal data to be used for direct marketing purposes in accordance with the "Direct Marketing" section of the Personal Information Collection Statement of eMPF Platform Company Limited. Your indication herein will replace any indication of choice you may have previously provided to eMPF Platform Company Limited in relation to "Direct Marketing". 若你不同意積金易平台有限公司根據其收集個人資料聲明內的「直接促銷」部分，使用你的個人資料以作直接促銷之用途，請在方格內填上剔號。你在此作出之指示，將取代你先前可能已向積金易平台有限公司提供任何有關選擇「直接促銷」的指示。

Personal Information Collection Statement of AIA MPF – Prime Value Choice 友邦強積金優選計劃收集個人資料聲明

AIA Company (Trustee) Limited (the "**Company**", "**we**", "**us**" or "**our**") is a wholly owned subsidiary of AIA Group Limited. AIA Group Limited, together with its subsidiaries and affiliates are collectively referred to in this Statement as the "AIA Group" and individually referred to as an "**AIA Entity**".
友邦（信託）有限公司（「**本公司**」、「**我們**」）乃友邦保險控股有限公司的全資附屬公司。在本聲明內，友邦保險控股有限公司連同其附屬公司及聯營公司將統稱為「**友邦集團**」並單獨稱為「**友邦機構**」。

From time to time, it is necessary for you, as (prospective) participating employers ("**Participating Employers**") and/or members ("**Members**") (collectively referred to as "**you**" or "**your**"), to provide the Company with certain personal data relating to you in connection with the application for and provision of pension schemes as well as the carrying out by the Company of other services relating to the pension schemes. Failure to supply such data may result in the Company being unable to process your application for pension schemes or to provide or continue to provide the pension schemes and/or relevant services to you. During the course of your relationship with the Company, further personal data relating to you, may also be collected in the ordinary course of our business. If you provide personal data to the Company about another individual, you confirm that you are either (i) the parent or legal guardian of the individual, or (ii) you have obtained the individual's consent to provide his or her personal data to the Company, and for such personal data to be used, processed, disclosed and transferred in accordance with this Statement.
在閣下申請及由本公司提供退休金計劃，及當本公司提供與該等退休金計劃及服務相關之其他服務時，作為（準）參與僱主（「**參與僱主**」）及／或成員（「**成員**」）（統稱「**閣下**」），閣下必須不時向我們提供若干關於閣下的個人資料。若閣下未能提供該等資料，可能會令本公司無法處理閣下的退休金計劃申請或向閣下提供或繼續提供退休金計劃及／或相關服務。在閣下與本公司的日常業務過程中，本公司亦可能會在日常業務運作的過程中收集關於閣下的其他個人資料。若閣下向本公司提供關於其他人士的個人資料，閣下確認閣下是 (i) 該名人士的父母或法定監護人，或 (ii) 閣下已獲得該名人士的同意，向本公司提供該人士的個人資料，並同意該等個人資料可根據本聲明被使用、處理、披露及轉移。

(1) PURPOSES FOR COLLECTING PERSONAL DATA
個人資料收集目的

Personal data relating to you held or collected by the Company (including but not limited to credit information and claims history) may be used by the Company for the following purposes ("**Purposes**"):
本公司所持有或收集的有關閣下的個人資料（包括但不限於信用資料及以往申索紀錄）可能會被本公司用作下列用途（「**訂明用途**」）：

(i) processing, accepting and/or rejecting applications for Pension Schemes (as defined below);
處理、接受及／或拒絕該等退休金計劃（如下文定義）的申請；

(ii) the administration and/or management of or in connection with the contributions or benefits or accounts in respect of the Participating Employers and/or Members under the pension schemes (the "**Pension Schemes**") administered by AIA Entities;
由友邦機構執行的退休金計劃（「**該等退休金計劃**」）下參與僱主及／或成員的供款、權益或帳戶的執行及／或管理，或與其供款、權益或帳戶相關的執行及／或管理；

(iii) providing Pension Schemes and related services to you, and processing requests made by you, from time to time in relation to the Pension Schemes and related services, including but not limited to making contributions, transfer of benefits, switching of pension funds and withdrawal of benefits;
為閣下提供該等退休金計劃及相關服務，並處理閣下不時就該等退休金計劃及相關服務提出的要求，包括但不限於作出供款、轉移權益、退休基金轉換及提取權益；

(iv) subject to your consent, conducting direct marketing activities of pension products and related services offered by AIA Entities as described in paragraph (3) below;
如已取得閣下同意，進行下文第 (3) 段所述友邦機構提供的退休金產品及相關服務的直接促銷活動；

(v) performing functions and activities incidental to the provision of Pension Schemes and related services, including, without limitation, reporting, maintenance of online and other services, identity verification, data analysis, research and statistical analysis;
執行與所提供的該等退休金計劃及相關服務相關的功能及活動，包括但不限於報告、維持網上及其他服務、核實身份、資料分析、研究及統計分析；

(vi) improving and furthering the provision of Pension Schemes and related services (including through customer research or surveys) offered by AIA Entities, subject to applicable legislation;
在適用法例規限下，提升及進一步提供由友邦機構提供的該等退休金計劃及相關服務（包括透過客戶研究或調查）；

(vii) complying with the obligations, requirements and/or arrangements for disclosing and using data that bind on or apply to the Company and/or the AIA Group or that the Company and/or the AIA Group is expected to comply with according to:
履行根據下列各項對本公司及／或友邦集團具有約束力或適用或期望本公司及／或友邦集團遵守的就披露及使用資料的義務、要求及／或安排：

(a) any law binding on or applying to it within or outside the Hong Kong Special Administrative Region ("**Hong Kong**") existing currently and in the future (e.g. the Inland Revenue Ordinance and its provisions including those concerning automatic exchange of financial account information);
不論於香港特別行政區（「**香港**」）境內或境外及不論目前或將來存在的對其具法律約束力或適用的任何法律（例如稅務條例及當中的條款，包括與自動交換財務帳戶資料相關的條款）；

(b) any guidelines or guidance given or issued by any legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies or associations of insurance or financial services providers within or outside Hong Kong existing currently and in the future (e.g. guidelines or guidance given or issued by the Inland Revenue Department including those concerning automatic exchange of financial account information); or
不論於香港境內或境外及不論目前或將來存在的任何法律、監管、政府、稅務、執法或其他機關，或保險或 金融服務供應商的自律監管機構或行業組織或協會所作出或發出的任何指引（例如稅務局作出或發出的指引， 包括與自動交換財務帳戶資料相關的指引）；或

(c) any present or future contractual or other commitment with local, national or foreign legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies or associations of insurance or financial services providers that is assumed by or imposed on the Company or the AIA Group by reason of its financial, commercial, business or other interests or activities in or related to the jurisdiction of the relevant local or foreign legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies or associations;
本公司或友邦集團因其位於或跟相關本地、國家或外地的法律、監管、政府、稅務、執法或其他機關，或保險或金融服務供應商的自律監管機構或行業組織或協會的司法管轄區有關的金融、商業、業務或其他利益或活動，而向該等本地、國家或外地的法律、監管、政府、稅務、執法或其他機關，或有關的自律監管機構或行業組織或協會承擔或被彼等施加的任何目前或將來的合約或其他承諾；

(viii) complying with any obligations, requirements, policies, procedures, measures or arrangements for sharing data and information within the AIA Group and/or any other use of data and information in accordance with any group-wide programs for compliance with sanctions or prevention or detection of money laundering, terrorist financing or other unlawful activities;
遵守友邦集團為符合制裁或預防或偵測洗黑錢、恐怖分子融資活動或其他非法活動的任何方案就於友邦集團內共用資料及數據及／或資料及數據的任何其他使用而指定的任何義務、要求、政策、程序、措施或安排；

(ix) enabling an actual or proposed assignee, transferee, participant or sub-participant of the Company's rights or business (or portions thereof) to evaluate or carry out the transaction intended to be the subject of the assignment, transfer, participation or sub-participation; and
允許本公司的權利或業務的實際或建議承讓人、受讓人、參與人或附屬參與人，就擬涉及的轉讓、出讓、參與或附屬參與的交易 (或其部分) 進行評估或執行有關交易；及

(x) any other purposes relating to the purposes listed above.
與上述用途有關的其他用途。

(2) TRANSFER OF PERSONAL DATA
個人資料的轉移

Personal data held by the Company relating to you will be kept confidential but the Company may provide such data to the following parties, whether inside or outside of Hong Kong, to fulfil the Purposes set out above in paragraph (1) of this Statement:
本公司所持有關於閣下的個人資料將會保密，但本公司可能會向以下各方，不論於香港境內或境外，提供該等資料以符合本聲明以上第 (1) 段所列出的訂明用途：

(i) any agent, contractor or third party service provider who provides services to the Company in connection with the operation of its pension business including administrative, telecommunications, computer, payment, data processing, storage, customer research or survey or other services in connection with the operation of the Pension Schemes;
就退休金業務運作向本公司提供服務的任何代理人、承包人或第三方服務供應者，包括行政、電訊、電腦、付款、資料處理、儲存、客戶研究或調查或其他與該等退休金計劃運作相關的服務；

(ii) relevant Participating Employers (if applicable);
相關參與僱主（如適用）；

(iii) any person or entity to whom the Company or the AIA Group is under an obligation or otherwise required to make disclosure under the requirements of any law or rules, regulations, codes of practice, guidelines or guidance given or issued by any legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies or associations binding on or applying to the Company or the AIA Group or with which the Company or the AIA Group is expected to comply, or to establish, exercise or defend or to protect legal claims, to protect the rights, property or safety of the Company or the AIA Group, or any disclosure pursuant to any contractual or other commitment of the Company or the AIA Group with local, national or foreign legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies or associations, all of which may be within or outside Hong Kong and may be existing currently and in the future;
本公司或友邦集團根據法律、監管、政府、稅務、執法或其他機關，或自律監管機構或行業組織或協會所作出或發出對本公司或友邦集團具有約束力或適用或期望其遵守的法律或規則、規例、實務守則、指引或為建立、行使或捍衛或保護法律索償、保護本公司或友邦集團的權利、財產或安全，或根據本公司或友邦集團向本地、國家或外地的法律、監管、政府、稅務、執法或其他機關，或自律監管機構或行業組織或協會的任何合約或其他承諾（以上不論於香港境內或境外及不論目前或將來存在的），而有義務或以其他方式被要求向其作出披露的任何人士或機構；

(iv) AIA Entities;
友邦機構；

(v) any actual or proposed assignee, transferee, participant or sub-participant of the Company's rights or business; and
本公司的權益或業務的任何實際或建議承讓人、受讓人、參與人或附屬參與人；及

(vi) any persons who/which you have given instructions, authorization and consent to the Company in order to communicate with and provide information to them.
任何閣下已發出指示、授權及同意本公司向其溝通及提供資料的人士。

From time to time, AIA Group or the Company may purchase a business or sell one or more of the Company's business(es) (or portions thereof). In the event that AIA Group or the Company purchase(s) a business, the personal data received with that business would be treated in accordance with this Statement, if it is practicable and permissible to do so. In the event that AIA Group or the Company sell(s) a business, provisions will be included in the selling contract requiring the purchaser to treat your personal data in the same manner required by this Statement.
友邦集團或本公司可能不時收購業務或出售一項或多項本公司業務（或其部分）。如友邦集團或本公司收購業務，若情況可行及允許，該業務下接收的個人資料將會根據本聲明處理。如友邦集團或本公司出售業務，銷售合約中將包含要求買方按本聲明所要求的的方式處理閣下的個人資料之條款。

(3) USE AND PROVISION OF PERSONAL DATA IN DIRECT MARKETING
在直接促銷中使用及提供個人資料

Subject to your consent, the Company may use your personal data we collected for direct marketing of Pension Schemes and related services as described below:
如本公司已取得閣下同意，本公司可以把我們收集的閣下之個人資料用於該等退休金計劃及相關服務的直接促銷如下所述：

(i) your name, your contact details, products and services portfolio information, transaction pattern and behaviour, financial background and demographic data of you collected by the Company from time to time may be used by the Company in direct marketing; and
本公司可以把本公司不時收集的閣下之姓名、閣下之聯絡資料、產品及服務組合資料、交易模式及行為、財務背景及人口統計數據用於直接促銷；及

(ii) the pension products and related services offered by AIA Entities may be marketed.
可以就友邦機構提供的退休金產品及相關服務進行促銷。

If you do not wish the Company to use your personal data we collected for direct marketing of pension products and related services, you may exercise your opt-out right by notifying the Company. To exercise your opt-out right, you may write to the Data Protection Officer of the Company at the address and email address provided in paragraph (4) of this Statement, or provide the Company with your opt-out choice in the relevant application form (if applicable).
如閣下不希望本公司使用本公司收集的閣下之個人資料作退休金產品及相關服務的直接促銷，閣下可通知本公司以行使閣下的拒絕促銷選擇權。如欲行使拒絕促銷選擇權，閣下可根據本聲明第(4)段所提供的地址及電郵以書面向本公司的資料保障主任提出有關要求，或於有關的申請表格內向本公司表達閣下拒絕促銷的意願（如適用）。

(4) DATA ACCESS AND CORRECTION RIGHT
查閱及改正資料權利

In accordance with the Personal Data (Privacy) Ordinance (the "**Ordinance**"), you have the right to request access to and the correction of any of your personal data held by the Company, by writing to the Data Protection Officer of the Company at the following address and email:
根據個人資料（私隱）條例（「**條例**」）規定，閣下有權要求查閱及更正任何本公司持有閣下的個人資料，請以書面經以下地址及電郵向本公司的資料保障主任提出：

The Data Protection Officer
AIA Company (Trustee) Limited
c/o AIA International Limited (as administrator)
12/F, AIA Tower, 183 Electric Road,
North Point,
Hong Kong
Email: AIAHK.Compliance@aia.com

資料保障主任
友邦（信託）有限公司
轉交友邦保險（國際）有限公司（作為管理人）
香港北角電氣道 183 號友邦廣場 12 樓
電郵：AIAHK.Compliance@aia.com

According to the Ordinance, the Company has the right to charge a reasonable fee for the processing of any data access request.
根據條例，本公司有權就處理任何查閱資料要求收取合理費用。

(5) You also have the right to request for the Company's policies and practices in relation to personal data and to be informed of your personal data that is held by the Company by writing to the Company's Data Protection Officer at the address and email provided in paragraph (4) of this Statement.

閣下亦有權根據本聲明第 (4) 段所提供的地址及電郵向本公司的資料保障主任索取本公司有關個人資料私隱的政策及實務運作資料，並獲告知本公司持有的閣下之個人資料。

(6) Nothing in this Statement shall limit your rights under the Ordinance.
本聲明不會限制閣下在條例下所享有的權利。

(7) The Company retains the right to change this Statement.
本公司保留修改本聲明的權利。

(8) A Privacy Addendum under the Personal Information Protection Law of the People's Republic of China supplements this Statement and is available at https://www.aia.com.hk/en/privacy-statement-main. The Privacy Addendum applies to you if you are within mainland China.
根據中華人民共和國《個人信息保護法》而訂立的私隱附錄就本聲明進行補充，並可在以下網址下載：
https://www.aia.com.hk/zh-hk/privacy-statement-main。若閣下正身處中國大陸，該私隱附錄將適用於閣下。

☐ Please tick the box if you do not agree to provide your consent (i) for eMPF Platform Company Limited to transfer your personal data to the Trustee of the MPF scheme in which you enrol in accordance with the "Direct Marketing" section of the Personal Information Collection Statement of eMPF Platform Company Limited, and (ii) for such Trustee to use and transfer your personal data to the MPF scheme provider of the MPF scheme in which you enrol in accordance with the Personal Information Collection Statement of such Trustee, each for direct marketing purposes. 若你不同意 (i) 積金易平台有限公司根據其收集個人資料聲明內的「直接促銷」部分轉移你的個人資料予你所登記的強積金計劃的受託人，及 (ii) 該受託人根據其收集個人資料聲明使用及轉移你的個人資料予你所登記的強積金計劃的強積金計劃營辦人，分別作其直接促銷之用途，請在方格內填上剔號。

G. AUTHORIZATION AND DECLARATION 授權及聲明

By signing this agreement, the Participating Employer ("I / We") 在簽署本協議，參與僱主 (下稱「本人／我們」) :

1. I / We hereby covenant with the Trustee to comply with and be bound by the provisions of the Trust Deed, the Rules (if applicable to the Scheme), this agreement and all applicable laws and regulations of Hong Kong Special Administrative Region of the People's Republic of China. I / We hereby covenant to perform any act or pay any sum required by law to be done or paid by me / us as a Participating Employer for the purposes of the Scheme. By execution of this agreement, I / we as the Participating Employer hereby give to the Trustee such covenants, warranties, undertaking and indemnities as required by the provisions of the Trust Deed. 本人／我們謹與受託人契諾遵守信託契約 (或稱信託契據)、規則 (如適用於本計劃)、本協議及中華人民共和國香港特別行政區所有適用法例與法規內之條款並受其約束。本人／我們作為本計劃的參與僱主謹承諾履行任何有關法律規定或支付任何有關款項。通過簽署本協議，本人／我們作為參與僱主按有關信託契約 (或稱信託契據) 之要求謹此向受託人提供契諾、保證、承諾及賠償。
2. I / We confirm that I / we have received, read and understood the terms / contents of: 本人／我們確認已收到、閱讀及明白以下條款／內容：
   (i) the General Terms and Conditions of the eMPF Platform; and 積金易平台一般條款及細則；及
   (ii) the latest MPF Scheme Brochure and the KSID of the Scheme and thoroughly understand the features, benefits and charges of the Scheme; and 本計劃最新的強積金計劃說明書及主要計劃資料文件，並充分瞭解有關本計劃的特點、權益及收費；及
   (iii) the PICS of the eMPF Platform and the Scheme as set out in this agreement relating to the use and disclosure of my / our personal information by the eMPF Platform / the Trustee, I / we confirm that my / our personal information may be used and disclosed for the purposes and to the persons as stated in the PICS; and 本協議所載的積金易平台及本計劃「聲明」有關積金易平台／受託人使用及披露本人／我們的個人資料，本人／我們確認本人／我們的個人資料可按「聲明」所述的目的使用及披露，及向所指明的人士披露；及
   (iv) the Important Notes in this agreement. 本協議的重要事項。
3. I / We acknowledge and agree that the information in Part E will be updated by the eMPF Platform for all my / our MPF account(s) maintained in the eMPF Platform for the purpose of AEOI and CRS. 本人／我們知悉及同意 E 部分的資料將會更新本人／我們於積金易平台保存的所有強積金帳戶用作自動交換財務帳戶資料及「共同匯報標準」的用途。
4. Pursuant to the legal provisions for AEOI provided under the Inland Revenue Ordinance (Cap. 112), I / we acknowledge and agree that: 根據《稅務條例》(第 112 章) 有關自動交換財務帳戶資料的法律條文，本人／我們知悉及同意：
   (i) the information contained in this agreement (which includes any additional sheet(s)) is collected and may be kept by the eMPF Platform / the Trustee for the purpose of AEOI; and 積金易平台／受託人可收集本協議 (包括任何額外紙張) 所載資料並可備存作自動交換財務帳戶資料用途；及
   (ii) such information and information regarding the account holder and any reportable account(s) may be reported by the Trustee to the Inland Revenue Department of the Government of the Hong Kong Special Administrative Region and exchanged with the tax authorities of another jurisdiction or jurisdictions in which the account holder may be resident for tax purposes; and 受託人可把該等資料及關於帳戶持有人及任何須申報帳戶的資料向香港特別行政區政府稅務局申報，從而把資料轉交到帳戶持有人的居留司法管轄區的稅務當局；及
   (iii) I / we agree to the obligation that the account holder must comply with requests made by the eMPF Platform / the Trustee to comply with the CRS (AEOI) requirements under the Inland Revenue Ordinance and / or applicable law and regulation, and such obligation forms the basis of the account to be opened. 本人／我們同意帳戶持有人必須遵守積金易平台／受託人的要求以便遵守《稅務條例》及／或適用法律及規例的 CRS (AEOI) 規定，並為日後開立帳戶之基礎。
5. I / We undertake to advise the eMPF Platform / the Trustee of any change in circumstances which affects the tax residency status of the entity / individual (if Employer is a sole proprietorship) identified in Part E or causes the information provided herein to become incorrect, inaccurate or incomplete, and to provide the eMPF Platform / the Trustee with a suitably updated self-certification within 30 days of such change in circumstances. 本人／我們承諾，如情況有所改變，以致影響於 E 部分所述的實體／個人 (如僱主屬獨資經營者) 的稅務居民身分，或引致提供的資料不正確、不準確或不完整，本人／我們會通知積金易平台／受託人，並會在情況發生改變後 30 天內，向積金易平台／受託人提交一份已適當更新的自我證明。
6. I / We hereby authorize any government office or any organisation or persons who has any records, information of me / us to disclose, release or transfer to the Trustee or its representatives such record or information required for processing this application and for administration of the Scheme upon request by the eMPF Platform / the Trustee or its representatives. 本人／我們特此授權持有本人／我們任何紀錄、資料的任何政府辦事處、團體或個人，在積金易平台／受託人或其代表要求下，可向該受託人或其代表透露、發放或轉移就處理本申請及管理本計劃有關的該等紀錄或資料。
7. I / We declare that the information given and statements made in this agreement (which includes any additional sheet(s)) are, to the best of my / our knowledge and belief, true, correct and complete. I / We further undertake that if there is any change in the information so provided, I / we shall notify the eMPF Platform / the Trustee of such change as soon as reasonably practicable. 本人／我們聲明，盡本人／我們所知所信，本協議 (包括任何額外紙張) 內所載資料及聲明均屬真實、正確及完整。本人／我們進一步承諾，如果所提供的資料有任何改變，本人／我們會在合理而切實可行範圍內儘快通知積金易平台／受託人。
8. I / We understand that if I / we fail to supply complete information as required in this agreement, the eMPF Platform / the Trustee may not be able to establish my / our Participating Employer MPF account and / or Member MPF account. 本人／我們明白，如果本人／我們未能提供本協議內所需的所有資料，積金易平台／受託人可能無法建立本人／我們的參與僱主強積金帳戶及／或成員強積金帳戶。

9. I / We agree to provide the eMPF Platform / the Trustee with any additional documents and information as the eMPF Platform / the Trustee may reasonably require in order to enable the eMPF Platform / the Trustee to comply with the Anti-Money Laundering and Counter-Terrorist Financing Ordinance and the relevant requirements of the MPF legislation. I / We understand the eMPF Platform / the Trustee reserve(s) the right to request for such documents and information as it deems appropriate for the purpose of complying with regulatory requirements and conducting client identification and due diligence before completing the application. The eMPF Platform / The Trustee may refuse to complete this application if such documents or information are not provided to the satisfaction of the eMPF Platform / the Trustee. 本人／我們同意在合理情況下向積金易平台／受託人提供一切所需／額外文件及資料，使積金易平台／受託人能遵守《打擊洗錢及恐怖分子資金籌集條例》及強積金法例下的有關規定。本人／我們明白積金易平台／受託人保留權利在完成申請前索取其認為合適的任何文件及資料，以作遵守監管規定和進行客戶身分辨認及盡職審查之目的。如所提供的該等文件或資料未能令積金易平台／受託人滿意，積金易平台／受託人可拒絕本申請。
10. I / We acknowledge that I / we have identified each connected person stated in this agreement (if applicable) and verified his / her identity on the basis of documents, data or information (including the HKID Card) provided by a governmental body, a relevant authority or any other reliable and independent source that is recognized by the relevant authority. 本人／我們確認已識別本協議所填寫的每位關連人士 (如適用) 的身分以及根據由政府機構、有關當局或有關當局認可的任何其他可靠及獨立來源所提供的文件、數據或資料 (包括香港身份證) 核實其身分。
11. I / We certify that the authorized signatories hereunder are duly authorized to execute this agreement for and on behalf of the Participating Employer. 本人／我們確認，本協議的獲授權簽署人被正式授權代表參與僱主執行本協議。
12. In the absence of wilful default, gross negligence or fraud, I / we agree to indemnify and keep the eMPF Platform / the Trustee indemnified against any and all losses, costs, expenses, actions, proceedings suffered by the eMPF Platform / the Trustee related to my / our participation in the Scheme. 在沒有故意失責、嚴重疏忽或欺詐外的情況下，倘若積金易平台／受託人因執行本人／我們參加本計劃的事宜，而導致積金易平台／受託人需要承擔任何及所有損失、成本、費用或招致任何行動或訴訟，本人／我們同意作出有關賠償予積金易平台／受託人。

Authorized Signature(s) ▽ with Company Chop (If applicable)
授權簽署 ▽ 及公司印章 (如適用)

Date 日期
20/11/2026
DD 日 / MM 月 / YYYY 年

Name 姓名 (As shown on HKID Card / Passport 與香港身份證／護照上的姓名相同) :
Tao WangBao

Capacity ▼ 身分 ▼ :
Director

HKID Card / Passport No. 香港身份證／護照號碼 :
410122198212044715

Nationality 國籍 :
Chinese

Residential Address 住址 :
Room 301, Building 21, Lane 118, Jingmo Road,

Email Address 電郵地址 :
robin_tao@hgplan.cn

▽ This agreement must be signed by the Company Director(s) for Corporation; by the Partner(s) for Partnership; by the Sole Proprietor for Sole Proprietorship; or by the ultimate owner / controller for other types of organisation. The person who provided authorized signatory in this part is deemed to be one of the Scheme Authorized Person(s) of the company, this signature specimen will be used to verify the correspondences in relation to the MPF account of the Scheme. If this agreement is not signed by the respective person as listed above, please provide his / her Authorization Letter or the concerned Board Resolution. 就法團而言，本協議必須由公司董事簽署；合夥經營，須由合夥人簽署；獨資經營，須由獨資經營者簽署；或其他類別的機構，則須由最終擁有人／管理人簽署。於本部分提供授權簽署的人士將被視為公司其中一位計劃獲授權人，此簽署將用於驗證於本計劃強積金帳戶的相關文件。如本協議並非由上述相關人士簽署，請提供其授權書或相關董事局決議。

▼ Please indicate the capacity in which you are signing this agreement, e.g. Company Director(s) for Corporation, Partner(s) for Partnership, Sole Proprietor for Sole Proprietorship, or the ultimate owner / controller for other types of organisation. 請說明你簽署本協議的身分。例如：法團的董事、合夥經營的合夥人、獨資經營的獨資經營者、或其他類別的機構的最終擁有人／管理人。

✦ Warning 警告 :

Pursuant to section 43E of the Mandatory Provident Fund Schemes Ordinance (Cap. 485), a person who, in any document given to (i) the MPFA, (ii) the system operator of the eMPF Platform, or (iii) an approved trustee, knowingly or recklessly makes a statement which is false or misleading in a material respect commits an offence and is liable to a maximum penalty of a HKD100,000 fine and 12 months' imprisonment on the first conviction and a HKD200,000 fine and two years' imprisonment on each subsequent conviction. A person who knowingly and wilfully makes (otherwise than on oath) a statement false in a material particular also commits an offence under section 36 of the Crimes Ordinance (Cap. 200) and is liable on conviction to imprisonment for two years and to a fine. 根據《強制性公積金計劃條例》(第 485 章) 第 43E 條，任何人在給予 (i) 積金局，(ii) 積金易平台的系統營運者，或 (iii) 核准受託人的任何文件中，明知或罔顧後果地作出在要項上屬虛假或具誤導性的陳述，即屬犯罪。首次定罪者，最高可處罰款港幣100,000元及監禁十二個月；其後每次定罪，最高可處罰款港幣200,000元及監禁兩年。根據《刑事罪行條例》(第 200 章) 第 36 條，任何人明知而故意在非經宣誓的情況下在要項上作出屬虛假的陳述，亦屬犯罪。一經定罪，可處監禁兩年及罰款。

CHECKLIST OF APPLICATION DOCUMENTS 申請文件清單

MPF account setup may be affected if you do not submit all required document(s) and information. The Trustee reserves the right to request additional information and documents for the purpose of complying with regulatory requirements. 如你未能提供全部所需文件及資料，可能會影響開立此強積金帳戶。受託人保留索取更多資料及文件的權利，以作遵守監管規定之目的。

	Required Documents 所需文件	Limited Company 有限公司	Sole Proprietor / Partnership 獨資公司／合夥公司	Other types of organisation 其他類別的機構
1	Copy of Business Registration Certificate 商業登記證副本	✓	✓	N/A 不適用
2	Copy of Certificate of Incorporation 公司註冊證書之副本 (Certified true copy is required for Non-listed Overseas Registered Company 非上市海外註冊公司需提供認證副本)	✓	N/A 不適用	N/A 不適用
3	Copy of Certificate to identify the business type issued by official bodies 由官方機構發出用於識別業務類別的證明之副本	N/A 不適用	N/A 不適用	✓
4	Copy of HKID Card / Passport of Scheme Authorized Person(s) 計劃獲授權人的香港身份證／護照之副本 (Copy of an additional identity document (e.g. Passport, Mainland Travel Permit for Hong Kong and Macau Residents etc.) shall be provided for identity verification if Scheme Authorized Person's identity has not been verified in person by the intermediary or eMPF Service Centre Staff. 如計劃獲授權人的身分尚未由中介人或積金易服務中心職員親身核實，請提供額外的身分證明文件 (如護照、港澳居民來往內地通行證等) 之副本以作身分核實之用。)	✓	✓	✓
5	Copy of nationality proof of Scheme Authorized Person(s) 計劃獲授權人的國籍證明副本 (Applicable to the nationality reported does not match with the information shown on the copy of identity proof 只適用於如所申報之國籍與提交的身分證明文件上之資料不相符)	✓	✓	✓
6	Copy of HKID Card / Passport of Sole Proprietor 獨資經營者的香港身份證／護照之副本	N/A 不適用	✓	N/A 不適用
7	Copy of HKID Card / Passport of Beneficial Owner(s) 實益擁有人的香港身份證／護照之副本 (Applicable to the corporation is a shell company / the company with bearer shares 只適用於法團為空殼公司／擁有持票人股份的公司)	✓	N/A 不適用	N/A 不適用
8	Copy of latest Annual Return 最新周年申報表之副本	✓	N/A 不適用	N/A 不適用
9	Copy of Memorandum & Articles of Association 公司組織章程大綱及細則之副本 - Applicable only if corporation is unable to provide the Copy of Annual Return 只適用於如法團未能提供周年申報表 - Certified true copy is required for Non-listed Overseas Registered Company 非上市海外註冊公司需提供認證副本	✓	N/A 不適用	N/A 不適用
10	Ownership Chart 擁有權架構表 (Applicable only if company with multiple layers in their ownership structures 只適用於多層擁有權結構的公司)	✓	N/A 不適用	N/A 不適用
11	List of Directors / Partner(s) 董事／合夥人名單	✓	✓	N/A 不適用
12	Beneficial Owner(s)'s proof of source of wealth and the source of funds 實益擁有人的財富來源及資金來源證明文件 (Applicable to the corporation is a shell company / the company with bearer shares 只適用於法團為空殼公司／擁有持票人股份的公司)	✓	N/A 不適用	N/A 不適用
13	Supporting documents from registered agent that an authorised / registered custodian holds the bearer shares, together with the identities of the authorised / registered custodian and the person who has the right to those entitlements carried by the share; or 註冊代理發出有關認可／註冊保管人持有持票人股份的證明文件，以及認可／註冊保管人和有權享有股份所附帶權利的人的身分；或 Declaration from each beneficial owner of such bearer share (i.e. owns or controls, directly or indirectly, including through a trust or bearer share holding, more than 25% of the issued share capital of the corporation) 由實益擁有人發出的聲明 (即直接或間接地擁有或控制該法團已發行股本的 25% 以上的實益擁有人) (Applicable to the shell company / the company that have bearer shares 只適用於法團為空殼公司／擁有持票人股份的公司)	✓	N/A 不適用	N/A 不適用
14	The latest Electronic Extract of information / Certified Extract of information on the Business Register issued by the Business Registration Office 由商業登記署發出最新的商業登記冊內資料的電子摘錄／資料摘錄的核證本	N/A 不適用	✓	N/A 不適用

	Required Documents 所需文件	Limited Company 有限公司	Sole Proprietor / Partnership 獨資公司／合夥公司	Other types of organisation 其他類別的機構
15	Copy of minutes of meeting or document to proof capacity of signatory 會議記錄或證明簽署人身分的文件之副本	N/A 不適用	N/A 不適用	✓
16	Copy of Board Resolutions or Written Authorization 董事會決議或授權書之副本 (Applicable only if this agreement is not signed by the Company Director(s) for Corporation; by the Partner(s) for Partnership; by the Sole Proprietor for Sole Proprietorship; or by the ultimate owner / controller for other types of organisation 只適用於如本協議並非由法團的董事、合夥經營的合夥人、獨資經營的獨資經營者、或其他類別的機構的最終擁有人／管理人簽署)	✓	✓	✓
17	Tax Residency Self-Certification (Controlling Person) 稅務居民身分自我證明 (控權人) (Only applicable if the entity account holder is a passive Non-Financial Entity 只適用於如實體賬戶持有人是被動非財務實體)	✓	✓	✓

Note 註 :

Certified true copies should be certified by any of the following personnel: 認證副本必須經由下列人士認證：

(i) a certified public accountant / lawyer / notary public / professional company secretary acceptable to entities of the Trustee of the Scheme; or 任何本計劃受託人認可的執業會計師／律師／公證人／專業公司秘書；或

(ii) a person from any designated channels acceptable by the Trustee of the Scheme (i.e. a financial institution, an auditor, a tax advisor, a trust or company service provider). For details, please contact the Trustee via its website / hotline. 任何本計劃受託人認可的指定人士 (即金融機構、審計員、稅務顧問、信託或公司服務提供者)，請透過受託人網頁／熱線聯絡受託人查詢詳情。

Submission Channels 遞交途徑

1. Post: PO Box 98929 Tsim Sha Tsui Post Office
   郵寄 : 尖沙咀郵政局郵政信箱 98929 號
2. Drop-in Box in any one of the eMPF Service Centres below
   下列任何一間積金易服務中心的投遞箱
3. Email address * 電郵地址 * : forms@support.empf.org.hk
4. Fax * 傳真 * : 3197 2988

Please do **NOT** submit duplicate copies to avoid duplication.
請勿遞交相同表格，以免重複。

Enquiries 查詢

1. eMPF Customer Service Hotline 積金易客戶服務熱線 : 183 2622
2. Email address 電郵地址 : enquiry@support.empf.org.hk
3. Fax 傳真 : 3197 2922

eMPF Service Centres Address & Service Hours 積金易服務中心地址及服務時間

Hong Kong Island 香港島	Kowloon 九龍	New Territories 新界
Unit 601B, 6/F, Dah Sing Financial Centre, No. 248 Queen's Road East, Wanchai, Hong Kong 香港灣仔皇后大道東 248 號大新金融中心 6 樓 601B 室	Suites 1204-6, 12/F, Chinachem Golden Plaza, No. 77 Mody Road, Tsim Sha Tsui East, Kowloon 九龍尖沙咀東部麼地道 77 號華懋廣場 12 樓 1204-6 室	Suite 1802A, 18/F, Tower 2, Nina Tower, No. 8 Yeung Uk Road, Tsuen Wan, New Territories 新界荃灣楊屋道 8 號如心廣場第 2 座 18 樓 1802A 室

Service Hours 服務時間 :

Monday to Friday	星期一至五	9:00 am – 6:00 pm	上午 9 時 至 下午 6 時
Saturday	星期六	9:00 am – 1:00 pm	上午 9 時 至 下午 1 時
Sunday & Public Holiday	星期日及公眾假期	Closed 休息	

eMPF Customer Service Hotline Service Hours 積金易客戶服務熱線服務時間

Monday to Friday	星期一至五	9:00 am – 7:00 pm	上午 9 時 至 下午 7 時
Saturday	星期六	9:00 am – 1:00 pm	上午 9 時 至 下午 1 時
Sunday & Public Holiday	星期日及公眾假期	Closed 休息	

* Not applicable for submission of certified true copy (if any). 不適用於遞交認證副本 (如有)。

MPF INTERMEDIARY DETAILS 強積金中介人資料 (For MPF Intermediary Use Only 只供強積金中介人填寫)

Intermediary Name 1 中介人名稱 1 Ho Kar Lee	Intermediary Name 2 中介人名稱 2
MPF Registration No. 強積金註冊編號 112154	MPF Registration No. 強積金註冊編號
Agent / Broker Code. 經紀／代理人編號 H1690	Agent / Broker Code. 經紀／代理人編號

To 致: AIA International Limited 友邦保險(國際)有限公司
(Incorporated in Bermuda with limited liability 於百慕達註冊成立之有限公司)
8/F, AIA Financial Centre, 712 Prince Edward Road East, Kowloon, Hong Kong
香港九龍太子道東 712 號友邦九龍金融中心 8 樓
Employer Hotline 僱主熱線: 2100 1888
Member Hotline 成員熱線: 2200 6288

MPF

AIA MPF – PRIME VALUE CHOICE
AUTHORISATION FOR INTERMEDIARY ASSIGNMENT (FOR EMPLOYER ONLY)
友邦強積金優選計劃
中介人委任授權書(只適用於僱主)

PART A: EMPLOYER PARTICULARS 甲部分: 僱主資料

Employer Name 僱主名稱: Heguang Digital Technology Co., Limited

eMPF Employer Account No. 積金易僱主賬戶號碼: New Account

Part B: EMPLOYER'S AUTHORIZATION 乙部分: 僱主之授權

I/We hereby assigned the below intermediary as my/our MPF intermediary for the mentioned employer plan listed above with immediate effect until I/we withdraw such authorisation or the above employer plan is terminated.
本人/我們現委任以下中介人為上述僱主計劃之強積金中介人。此項授權將即時生效直至本人/我們提出取消此項授權，或上述之僱主計劃已被终止。

(1) Name of MPF Intermediary 強積金中介人名稱: Ho Kar Lee

(2) Agency Code 營業組別編號: 112154

(3) Agent / Broker Code 營業員 / 經紀編號: H1690

PART C: DECLARATION 丙部分: 聲明

I/We have read and understood the AIA Personal Information Collection Statement ("AIA PIC"). I/We declare and agree that any personal data and other information relating to me/us or my/our policy(ies) or investments contained in this application or collected, obtained, compiled or held by AIA Company (Trustee) Limited, the trustee of AIA MPF – Prime Value Choice (the "Trustee") by any means from time to time may be collected and utilised in accordance with the AIA PIC. I/We acknowledge and consent to the transfer of my/our personal data in or outside of Hong Kong for the purposes and to the types of transferee as set out in the AIA PIC.
The updated version of AIA PIC is available for download from aia.com.hk and is made available upon request.
本人/我們已閱讀及明白友邦保險收集個人資料聲明(「收集個人資料聲明」)。本人/我們聲明及同意在本申請書所載或友邦(信託)有限公司 – 友邦強積金優選計劃的受託人(「受託人」) 不時以任何方式收集所得、編製或持有的任何個人資料及關於本人/我們或本人/我們的保單或投資的其他資料，可根據收集個人資料聲明收集及使用。本人/我們確認及同意就收集個人資料聲明所述目的在香港境內轉移本人/我們的個人資料或轉移有關資料至香港境外，及轉移予收集個人資料聲明所載的資料承讓人。
收集個人資料聲明的最新版本可於 aia.com.hk 下載及可向受託人索取。

I/We agree to be bound by any instructions sent to the Trustee under my/our name and signature. I/We agree to indemnify and keep the Trustee and its affiliates indemnified against any and all losses, costs, expenses, actions, proceedings and liabilities suffered by the Trustee and/or its affiliates as a result of any inaccurate information provided by me/ us or my/our agent or intermediary, and/or upon the Trustee's or its affiliates' execution of any such instructions except where there is proven (to the satisfaction of the Trustee or its relevant affiliate) wilful default, gross negligence or fraud on the part of the Trustee or its relevant affiliate.
本人/我們同意及接受以本人/我們名義及簽署致受託人之任何指示約束。除因受託人或其相關關聯公司被證明故意失責、嚴重疏忽或欺詐外(此證明須得受託人或其相關關聯公司信納)，倘若本人/我們或本人/我們之代理人或中介人所提供之資料錯誤及/或受託人或其關聯公司因執行相關指示，而導致受託人及/或其關聯公司需要承擔任何損失、支出、責任，或需要進行任何行動或訴訟，本人/我們同意作出有關賠償予受託人及其關聯公司。

By signing this form, my/our authorisation above supersedes all of my/our previous authorisation with effect from the date stated below.
本授權書一經簽署，本人/我們於下列所示之日期前所提供之任何授權指示將被本指示取替。

S.V.

Authorised Signature
授權人簽署

Company Chop
公司印鑑

Tao WangBao
Print Name
姓名

20/11/2026
Date: dd/mm/yyyy
日期: 日/月/年

[AIA - CONFIDENTIAL]

To 致: AIA International Limited 友邦保險(國際)有限公司
(Incorporated in Bermuda with limited liability 於百慕達註冊成立之有限公司)
8/F, AIA Financial Centre, 712 Prince Edward Road East, Kowloon, Hong Kong
香港九龍太子道東 712 號友邦九龍金融中心 8 樓
Employer Hotline 僱主熱線: 2100 1888
Member Hotline 成員熱線: 2200 6288

MPF

AIA MPF – PRIME VALUE CHOICE
MPF CUSTOMER DECLARATION AND CONSENT FORM (FOR EMPLOYER ONLY)
友邦強積金優選計劃 – 強積金客戶聲明及同意書
(只適用於僱主)

Please note 請注意:
*Please put a ✓ in the ☐ and *delete as appropriate. 請於適當方格內填上✓號及於 * 項目刪去不適用者 。*
This declaration and consent form is applicable for conducting regulated activity(ies) under the Mandatory Provident Fund Schemes Ordinance (Cap.485). 此聲明及同意書適用於根據強制性公積金計劃條例(第 485 章)訂明之受規管活動。

PART A: EMPLOYER PARTICULARS 甲部分: 僱主資料

Employer Name 僱主名稱: Heguang Digital Technology Co., Limited

AIA eMPF Employer Account No. 友邦積金易僱主賬戶號碼 (8 digits number 八位數字): New Account

Business/Other Registration No.^ 商業/其他註冊證號碼^: 75146734 Branch No.^ 分行號碼^: 000

^ For business registration, please provide 8 digits business registration no. and 3 digits branch code.
如屬商業登記,請提供包括8個位的商業登記證號碼及3個位的分行號碼

Part B: MPF INTERMEDIARY INFORMATION 乙部分: 強積金中介人資料

Name of MPF Intermediary 強積金中介人名稱: Ho Kar Lee

MPF Intermediary Reg. No. 強積金中介人註冊編號: 112154 Agent Code 營業員編號: H1690

PART C: EMPLOYER'S DECLARATION AND CONSENT 丙部分: 僱主之聲明及同意

I/We have been invited, induced or advised by one or more registered MPF intermediaries to transfer to and / or enrol in the AIA MPF – Prime Value Choice (the "AIA MPF Scheme"). I/We hereby provide my/our written and express consent that my/our registered MPF intermediary for receiving monetary and / or non-monetary benefits as stated in the Information About Principal Intermediary and Subsidiary Intermediary.本人/我們獲註冊強積金中介人邀請、誘使或建議轉移至及/或參加友邦強積金優選計劃(簡稱「友邦強積金計劃」)。本人/我們謹此就本人/我們的註冊強積金中介人收取主事及附屬中介人資料所列之金錢利益及/或非金錢利益給予書面及明示同意。

I/We acknowledge that I/we have received and read the Key Scheme Information Document, MPF Scheme Brochure (including fees and charges), Information About Principal Intermediary and Subsidiary Intermediary, Employer's and Member's Guide applicable to the AIA MPF Scheme. I/We have been advised by my/our registered MPF intermediary to refer to the MPF Scheme Brochure for details of the AIA MPF Scheme before making material decisions. 本人/我們確認已收妥及閱讀適用於友邦強積金計劃之主要計劃資料文件、強積金計劃說明書(包括費用及收費)、主事及附屬中介人資料、僱主及成員資料冊。本人/我們的註冊強積金中介人已建議本人/我們作出關鍵決定前,先參閱強積金計劃說明書以瞭解友邦強積金計劃的詳情。

I/We have been informed by my/our registered MPF intermediary that, if I/we elect to transfer out of any guaranteed fund(s) from the original MPF registered scheme(s) to the AIA MPF Scheme, my/ our employee(s) may not satisfy some or all of the guarantee conditions of the said guaranteed fund(s) and the relevant guarantee may be disqualified. My/our registered MPF intermediary has also advised me/us to check the offering document or consult the trustee of the original MPF registered scheme(s) for details before transferring out of the said guaranteed fund(s). 本人/我們的註冊強積金中介人已告知本人/我們若選擇從原註冊強積金計劃的任何保證基金轉移至友邦強積金計劃,本人/我們之僱員可能未能符合部分或所有前述保證基金的保證條款,並因而失去有關保證。本人/我們的註冊強積金中介人亦已建議本人/我們在轉移前述保證基金前,查閱原註冊強積金計劃的銷售文件或諮詢其受託人以了解有關詳情。

I/We hereby confirm that my/our registered MPF intermediary has explained to me/us the timeframe involved in the transfer. I/We understand that during the transfer process from original approved trustee to new approved trustee, there will be a time lag during which the accrued benefits will not be invested. 本人/我們謹此確認本人/我們的註冊強積金中介人已向本人/我們說明轉移權益所涉及的時間。本人/我們明白從原核准受託人轉移至新核准受託人過程需時,過程中累算權益將不會作任何投資。

I/We declare that I/we fully understand the information provided and discussed, including the rationale underlying the advice relating to transfer to and / or enrol in the AIA MPF Scheme. The advice given to me/us is based on the following rationale(s): (please ✓ the appropriate box(es))本人/我們聲明已完全明白所提供及討論之資料,包括有關轉移至及/或參加友邦強積金計劃的意見之理據。向本人/我們提供的意見乃基於以下理據:(請於適當方格內填上✓號)

☑ Schemes and fund choices 計劃及基金選擇 ☑ Fund management fees 基金管理費 ☑ Employer and member services 僱主及成員服務
☐ Other, please specify 其他,請註明: _____

I/We hereby confirm that the sales process does not involve any claims that the AIA MPF Scheme is preferred over the scheme I am/we are participating in. 本人/我們謹此確認在銷售過程中，並無涉及任何就友邦強積金計劃優於本人/我們正參與的計劃之聲言。

I/We have been informed by my/our registered MPF intermediary that if no constituent fund is selected, all contributions (including transfer-in monies) will be automatically invested according to the MPF Default Investment Strategy ("DIS"). My/our registered MPF intermediary has explained to me/us the key features of the DIS, such as its automatic de-risking features and fee controls. 本人/我們的註冊強積金中介人已告知本人/我們若不選擇任何成分基金，供款(包括轉入的款項)便會自動按強積金預設投資策略進行投資。本人/我們的註冊強積金中介人已向本人/我們解釋強積金預設投資策略的特點，例如自動降低風險及設有收費管控。

Pursuant to section 34ZL of the Mandatory Provident Fund Schemes Ordinance, I/we declare that: **(please select (a) OR (b) and ✓ as appropriate)**

根據《強制性公積金計劃條例》第 34ZL 條，本人 / 我們聲明: **(請選擇(a) 或 (b)，並於適當方格內填上✓號)**

☑ (a) I am/We are NOT visually or otherwise impaired and/or my/our education level(s) is/are NOT primary or below such that I/we can make a key decision# independently. 本人 / 我們並非視障或有 其他障礙及 / 或本人/我們的教育程度並非為小學或以下，本人 /我們能夠自行作出重要決定#。

OR 或

☐ (b) I am/We are visually or otherwise impaired and/or my/our education level(s) is/are primary or below such that I/We cannot make a key decision# independently, and **(please ✓ the appropriate box)**

本人 / 我們因視障或其他障礙及/或本人/吾等的教育程度為小學或以下，本人/吾等無法自行作出重要決定# **(請於適當方格內填上✓ 號)**

☐ I/We would not like to be accompanied by a witness during the sales process. 本人 / 我們不願意銷售過程由見證人陪同。

OR 或

☐ I/We would like to be accompanied by the following witness during the sales process: **(please ✓ the appropriate box)**

本人 / 我們願意銷售過程由以下見證人陪同：**(請於適當方格內填上✓號)**

☐ my/our companion. 本人 / 我們的同伴。 **OR 或** ☐ another intermediary or Employer of staff (i.e. a third party). 另一名中介人或員工(即第三者)。

Name of witness 見證人姓名	Signature of witness 見證人簽署	Date 日期 (dd 日 / mm 月 / yyyy 年)

As defined in the MPF legislation, it refers to: (i) choosing a particular constituent fund; (ii) making a transfer that would involve a transfer out of a guaranteed fund; (iii) making an early withdrawal of accrued benefits from the MPF system; or (iv) making voluntary contributions into a particular registered scheme/constituent fund.

根據強積金法例的定義，指(i)選擇一項特定成分基金；(ii)進行涉及轉移一項保證基金的權益轉移；(iii)提早從強積金制度中提取累算權益；或(iv)向一個/項特定註冊計劃/成分基金作自願性供款。

PART D: DECLARATION 丁部分: 聲明

I/We have read and understood the AIA Personal Information Collection Statement ("AIA PIC"). I/We declare and agree that any personal data and other information relating to me/ us or my/our policy(ies) or investments contained in this application or collected, obtained, compiled or held by AIA Company (Trustee) Limited, the trustee of AIA MPF Scheme (the "Trustee") by any means from time to time may be collected and utilized in accordance with the AIA PIC. I/We acknowledge and consent to the transfer of my/our personal data in or outside of Hong Kong for the purposes and to the types of transferee as set out in the AIA PIC.
The updated version of AIA PIC is available for download from aia.com.hk and is made available upon request.

本人 / 我們已閱讀及明白友邦保險收集個人資料聲明（「收集個人資料聲明」）。本人/我們聲明及同意在本申請書所載或友邦(信託)有限公司 - 友邦強積金計劃的受託人(「受託人」)不時以任何方式收集所得、編製或持有的任何個人資料及關於本人/我們或本人/我們的保單或投資的其他資料，可根據收集個人資料聲明收集及使用。本人/我們確認及同意就收集個人資料聲明所述目的在香港境內轉移本人/我們的個人資料或轉移有關資料至香港境外，及轉移予收集個人資料聲明所載的資料承讓人。
AIA 個人資料收集聲明的最新版本可於 aia.com.hk 下載及可向受託人索取。

I/We agree to be bound by any instructions sent to the Trustee under my/our name and signature. I/We agree to indemnify and keep the Trustee and its affiliates indemnified against any and all losses, costs, expenses, actions, proceedings and liabilities suffered by the Trustee and/or its affiliates as a result of any inaccurate information provided by me/ us or my/our agent or intermediary, and/or upon the Trustee's or its affiliates' execution of any such instructions except where there is proven (to the satisfaction of the Trustee or its relevant affiliate) wilful default, gross negligence or fraud on the part of the Trustee or its relevant affiliate.
本人/ 我們同意及接受以本人/我們名義及簽署致受託人之任何指示約束。除因受託人或其相關關聯公司被證明故意失責、嚴重疏忽或欺詐外(此證明須得受託人或其相關關聯公司信納)，倘若本人/ 我們或本人/我們之代理人或中介人所提供之資料錯誤及/ 或受託人或其關聯公司因執行相關指示，而導致受託人及/或其關聯公司需要承擔任何損失、支出、責任，或需要進行任何行動或訴訟，本人 / 我們同意作出有關賠償予受託人及其關聯公司。

By signing this declaration and consent form, my/ our declaration and consent above supersedes all of my/ our previous declaration and consent with effect from the date stated below.
本聲明及同意書一經簽署，本人 / 我們於下列所示之日期前所提供之任何聲明及同意將被本聲明及同意取替。

S.V.

20/11/2026

Authorized signature and company chop 授權人簽署及公司印鑑	Date: dd/mm/yyyy 日期: 日/月/年

董事會決議書

本公司:　　和光數碼科技有限公司

日期: 2026年11月1日

茲經以下董事會決議：董事：陶王豹

出席者：

1)　陶王豹

鑑於：

已向所有董事發出適當通知,並有達到規定法定人數出席。

決議如下：

委任 陶王豹 （ 內地身份證號碼：410122198212044715） 為本公司的"公司授權人(CAP)"，代表本公司在「積金易」平台進行註冊及日後代表公司在「積金易」平台上處理強積金事宜。作為公司獲授權人，他們將擁有「積金易」平台上所有可用功能的訪問權，包括但不限於更新公司資料、登記新員工及繳交供款。

本決議案自簽署之日起生效。

此致

董事簽署及公司蓋章:

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*請刪去不適用者