AIA Hong Kong
Unit 3601, 36/F, Airside,
2 Concorde Road,
Kai Tak, Kowloon
T: (852) 2881 3333
AIA.COM.HK

Memo

Attn:	All EDD & Honourable Advisors / EDDs / PSDDs / SDDs / DDs / MICs / Agency Leaders / Financial Planners (Hong Kong & Macau)	From:	Dora Chan
Copy:	Mr. Alger Fung / Mr. Louie Ho / Ms. Amy Chan / All Department Heads / Heads of Agency Division / Agency Business Partners	Dept:	Agency Operations and Management Support
Date:	20 January 2025	Total page:	2 + attachments

Subject: (Ref: A250112) 2025 年第一季度新晉資深分區經理 / 資深分區經理晉升委任 — 電子申請
e-Form Application for NSUM/SUM Appointment 2025 Q1

2025年第一季度新晉資深分區經理 / 資深分區經理晉升委任現已接受申請，所有申請必須經由友邦營業員專頁內的【電子申請表】遞交。請務必留意及遵照以下的重要日期，並請參閱附件中的【電子申請表】使用指南。

申請晉升職銜 [1]	**事項**	**重要日期**
新晉資深分區經理(NSUM) 或 資深分區經理(SUM)	申請人提交電子申請，並取得上線營業單位主管及區域總監的批核	申請**截止日期** [2]： **2025 年 3 月 31 日** 此輪申請者最終成功晉升的委任生效日期： **2025 年 4 月 1 日**

[1]有關各職銜的委任條件，請參閱最新版本《報酬及福利手冊》。
[2]【電子申請表】會於**2025年3月31日23:59關閉**，屆時將不能提交任何申請。

請即鼓勵有潛質的助理分區經理，分區經理及財務策劃顧問遞交申請。

如有任何查詢，請與閣下所屬的Head of Agency Division或 Business Partners聯絡。

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2025 Q1 NSUM/SUM Appointment is now opened for application via e-Form in Agency Corner. Please follow and refer to the below key dates and the appendix for e-Form user guide.

Application for Appointment Title[1]	**Event**	**Key Dates**
New Senior Unit Manager (NSUM) OR Senior Unit Manager (SUM)	Applicant to submit online application and obtain approval from Direct Agency Leader **and** District Director	**Application deadline**[2]**:** **31 March 2025** The Appointment Effective Date for final successful promotion of this round of applicants: **1 April 2025**

[1] Please refer to the latest "Compensation & Benefits Manual" for the requirements of the respective agency leader appointment.
[2] e-Form will be **closed at 23:59 on 31 March 2025** and no submission will be allowed afterwards.

Act now to encourage potential Assistant Unit Manager, Unit Manager and Financial Planners to step up.

Should you have any queries, please contact your respective Head of Agency Division or Business Partners.

Best regards,

Dora Chan
Head of Agency Operations and Management Support
DC / cc / my

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