

To 致: The Hongkong and Shanghai Banking Corporation Limited

香港上海滙豐銀行有限公司

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HSBC Customer Service Hotline 滙豐客戶服務熱線: 2288 6655



ENPM

INEN01

Occupational Retirement Schemes

職業退休計劃

Member Application Form – Defined Contribution Scheme  
成員申請表 – 界定供款計劃

- Note 注意: 1. Please read personal information collection statement in Section E before completing this form. 填寫本表格前, 請先細閱E部的收集個人資料聲明。  
2. Please complete in BLOCK LETTERS and tick ✓ the appropriate box. 請用正楷填寫, 並於適當的方格內加上[✓]號。  
3. Please fill in past service contributions or back-payment if any, in Section B21. 如有過往服務供款或補薪, 請填寫B部21欄。  
4. Please note that the application will not be accepted if the information provided is incomplete. 若沒有提供完整資料, 申請將不獲受理。  
5. Please return the completed form to your employer. 請把填妥的表格交回你的僱主。

A. Details of employer (Mandatory) 僱主資料(必須填寫)

1. Scheme ID 計劃編號	2. Pay centre ID 付款中心編號
3. Employer name 僱主名稱	

B. Details of member (Mandatory) 成員資料(必須填寫)

1. Full name in English <sup>†</sup> (same as identification document) 英文全名 <sup>†</sup> (與身分證明文件相同)		2. Chinese name 中文姓名
Surname 姓 _____ Given name 名 _____		
3. Sex (M/F) 性別(男/女)	4. Place of birth 出生地區	5. Date of birth <sup>*†</sup> 出生日期 <sup>*†</sup> Year 年 _____ Month 月 _____ Day 日 _____
6. Identity type <sup>**</sup> 證件類別 <sup>**</sup> <input type="checkbox"/> HK permanent ID 香港永久性居民身分證 <input type="checkbox"/> Passport 護照	7. Identity no. 證件號碼	8. Place of issue <sup>**</sup> 簽發地點 <sup>**</sup>
9. Nationality (Country/Region) (in English) 國籍(國家/地區)(英文) i) _____ ii) _____ iii) _____		
10. Date joined employer 受僱日期 Year 年 _____ Month 月 _____ Day 日 _____		11. Date joined scheme 參加計劃日期 Year 年 _____ Month 月 _____ Day 日 _____
12. Category ID <sup>***</sup> 福利界別 <sup>***</sup>	13. Job grade <sup>***</sup> 工作級別 <sup>***</sup>	14. Staff no. (if any) 職員號碼(如有)
15. Monthly salary 月薪	16. Monthly contributions 每月供款 Employer 僱主 _____ Employee 僱員 _____	

**B. Details of member (Mandatory) (Cont'd) 成員資料(必須填寫)(續)**

17. Residential address (in English) <sup>##</sup> 住宅地址(英文) <sup>##</sup> (If your postal address is different from your residential address, please specify under Section B18. 如你的住宅地址與郵寄地址不同，請於B部18欄註明。)			
Flat/Room 室	Floor 樓	Block 座	Name of building 大廈名稱
Name of estate 屋邨名稱		Number and name of street/road 門牌及街道名稱	
	<input type="checkbox"/> HK 香港	<input type="checkbox"/> KLN 九龍	<input type="checkbox"/> NT 新界
District/Postal code 地區/郵政編號	<input type="checkbox"/> Others 其他		
	City <sup>†</sup> 城市 <sup>†</sup>	Country/Region <sup>†</sup> 國家/地區 <sup>†</sup>	
18. Postal address (in English) <sup>##</sup> 郵寄地址(英文) <sup>##</sup> (If this field is left blank, the postal address will be defaulted as your residential address automatically. 如留空此部分，郵寄地址將會自動預設為住宅地址。)			
Flat/Room 室	Floor 樓	Block 座	Name of building 大廈名稱
Name of estate 屋邨名稱		Number and name of street/road 門牌及街道名稱	
	<input type="checkbox"/> HK 香港	<input type="checkbox"/> KLN 九龍	<input type="checkbox"/> NT 新界
District/Postal code 地區/郵政編號	<input type="checkbox"/> Others 其他		
	City 城市	Country/Region 國家/地區	
19. Contact no. <sup>#</sup> 聯絡號碼 <sup>#</sup>	Country/Region code <sup>+</sup> 國家/區域編號 <sup>+</sup>	Area code <sup>+</sup> 地區號碼 <sup>+</sup>	Phone no. 電話號碼
Mobile phone no. <sup>##</sup> 流動電話號碼 <sup>##</sup>			
Home phone no. 住宅電話號碼			
Office phone no. 公司電話號碼			
Facsimile no. 傳真號碼			
20. E-mail address (optional) 電郵地址(可選填)			
21. Additional information (optional) 附加資料(可選填)			

**Explanatory notes 填報須知**

- \* If your HKID card only contains the year and you have no other form of identity to prove the exact date of birth (e.g. birth certificate, passport), you should complete 31 December as the day and month. Likewise, if your HKID card contains the year and month but not the day, you should complete the last day of the month shown. If you leave the day and/or month blank, your date of birth will be regarded as the last day of that month or 31 December. 如你的香港身分證上只有出生年份，而你沒有其他形式的證件可證明你的實際出生日期(例如出生證明書或護照)，便應以12月31日作為出生日期。同樣地，如你的香港身分證上只有出生年份和月份而並沒註明有關日子，便應以有關月份的最後一天作為出生日期。請注意，若留空日子及/或月份，你的出生日期則被視為該月的最後一天或12月31日。
- \*\* Passport number should be given only if you do not possess a HK permanent ID card. Please also enclose a copy of your passport and provide the place of issue. 只在沒有香港永久性居民身分證的情況下才填寫護照號碼，請同時提供護照副本及填寫簽發地點。
- \*\*\* Please refer to your employer for the "Category ID" and "Job grade" as designated by us. 請向你的僱主查詢有關指定的「福利界別」及「工作級別」編號。
- # Please provide at least one contact no. 請最少提供一個聯絡號碼。
- ## If you wish to register for HSBC Internet Banking<sup>###</sup>, you should provide both your postal address in English and mobile phone number. 如欲登記使用滙豐網上理財<sup>###</sup>，你必須同時提供英文郵寄地址及流動電話號碼。
- ### This service is only available for eligible schemes and it is not available for passport holder with passport number more than 12 digits. 此服務只適用於合資格的計劃，同時，此服務不適用於護照持有人其護照號碼超過12位數字。
- + If you are providing overseas contact number(s) outside Hong Kong SAR, please also include the correct Country/Region Code and Area Code. However, for overseas mobile numbers, usually there is no need to add an Area Code and you may check with your telecommunications service provider for details. 如你所提供的是香港特別行政區以外的海外電話號碼，請包括正確的國家/區域及地區編號；然而，海外手提電話號碼一般毋須加上地區編號，詳情請向你的電訊服務供應商查詢。
- † The information are required to be reported by the reporting financial institution to the Inland Revenue Department. 這些項目為申報金融/財務機構須向稅務局申報的資料。

**IMPORTANT 重要:** In submitting this form, you must complete all of items 1 to 19 (and, where applicable, item 20 and 21) of Section B (the 'Information'). Also, whenever there is any change of circumstances which render any of the Information out-of-date, or that causes any entity(ies) of the HSBC Group to know or have reason to know that any such Information is incorrect, unreliable or out-of-date, you must promptly and in any event within 30 days of the change of circumstances provide to us the updated information (any such updated information will form part of the Information). Any Information provided to us may be used for the purposes, and/or may be transferred to such parties, as set out in Section E. Where you fail to provide the Information, any entity(ies) of the HSBC Group may, to the extent not prohibited by the applicable law, take such actions or decide not to take certain actions, in order for them and/or the HSBC Group to meet the Compliance Obligations (as defined in Section E). 提交本表格時，你必須填寫B部所有項目1至19(及項目20及21，如適用)(「資料」)。此外，每當任何情況變更而導致任何資料過時，或導致滙豐集團成員相信或有理由相信任何資料不正確、不可靠或過時，你必須及時並於情況變更的30天內向我們提供最新資料(任何有關最新資料將成為資料的一部分)。任何提供予我們的資料可能被用於E部所載的用途，及/或可能轉移至E部所載各方。若你未能提供資料，在不違反有關法例下，任何滙豐集團成員可能採取或決定不採取行動，以確保其及/或滙豐集團符合規義務(以E部所界定的)。

### C. Investment allocation of contributions (Mandatory) 供款的投資分配(必須填寫)

Account 賬戶	Investment fund ID 投資基金編號	APEF	CGF <sup>‡</sup>	CNEF	EEF	HKEF	HSITF	IGF <sup>‡</sup>	ISF	ISGF	MMF <sup>‡</sup>	NABF	NAEF	WBF																																										
	Employer 僱主																																																							
Member 成員																																																								
<p>Notes 注意：</p> <p>1. The investment allocation of contributions (%) must add up to 100%. Otherwise, the instruction cannot be effected. 供款的投資分配總和必須相等於100%。否則，此項指示不能生效。</p> <p>2. Allocation of contributions – Contributions can only be allocated across funds with the same designated currency. 供款分布 – 供款只可分布於所屬貨幣之基金內。</p> <table border="1"> <thead> <tr> <th>Investment fund ID 投資基金編號</th> <th>Investment fund name 投資基金名稱</th> <th>Currency 貨幣</th> </tr> </thead> <tbody> <tr> <td>APEF</td> <td>Asia Pacific Equity Fund</td> <td>亞太區股票基金</td> </tr> <tr> <td>CGF<sup>‡</sup></td> <td>Capital Guaranteed Fund</td> <td>保本萬利基金</td> </tr> <tr> <td>CNEF</td> <td>Chinese Equity Fund</td> <td>中國股票基金</td> </tr> <tr> <td>EEF</td> <td>European Equity Fund</td> <td>歐洲股票基金</td> </tr> <tr> <td>HKEF</td> <td>Hong Kong Equity Fund</td> <td>香港股票基金</td> </tr> <tr> <td>HSITF</td> <td>Hang Seng Index Tracker Fund</td> <td>恒指追蹤指數基金</td> </tr> <tr> <td>IGF<sup>‡</sup></td> <td>International Growth Fund</td> <td>國際增長基金</td> </tr> <tr> <td>ISF</td> <td>International Stable Fund</td> <td>國際平穩基金</td> </tr> <tr> <td>ISGF</td> <td>International Stable Growth Fund</td> <td>國際平穩增長基金</td> </tr> <tr> <td>MMF<sup>‡</sup></td> <td>Money Market Fund</td> <td>貨幣市場基金</td> </tr> <tr> <td>NABF</td> <td>North American Bond Fund</td> <td>北美債券基金</td> </tr> <tr> <td>NAEF</td> <td>North American Equity Fund</td> <td>北美股票基金</td> </tr> <tr> <td>WBF</td> <td>World Bond Fund</td> <td>世界債券基金</td> </tr> </tbody> </table> <p><sup>‡</sup> The fund is available in Hong Kong or US dollars, the currency used will depend on the policy which has been selected. 此基金提供港元或美元單位，而適用的貨幣將根據所選擇的保單而定。</p>															Investment fund ID 投資基金編號	Investment fund name 投資基金名稱	Currency 貨幣	APEF	Asia Pacific Equity Fund	亞太區股票基金	CGF <sup>‡</sup>	Capital Guaranteed Fund	保本萬利基金	CNEF	Chinese Equity Fund	中國股票基金	EEF	European Equity Fund	歐洲股票基金	HKEF	Hong Kong Equity Fund	香港股票基金	HSITF	Hang Seng Index Tracker Fund	恒指追蹤指數基金	IGF <sup>‡</sup>	International Growth Fund	國際增長基金	ISF	International Stable Fund	國際平穩基金	ISGF	International Stable Growth Fund	國際平穩增長基金	MMF <sup>‡</sup>	Money Market Fund	貨幣市場基金	NABF	North American Bond Fund	北美債券基金	NAEF	North American Equity Fund	北美股票基金	WBF	World Bond Fund	世界債券基金
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### D. Tax Residency Self-Certification (Mandatory) 稅務居民自我證明(必須填寫)

Please read the following instructions before completing this Section 請在填寫本部分前細閱以下指示：

**Why are we asking you to complete this Section? 為何我們要求你填寫本部分？**

To help protect the integrity of tax systems, governments around the world are introducing a new information-gathering and reporting requirement for financial institutions. This is known as the Common Reporting Standard (the “CRS”). 為維護稅制完整，全球各地政府現正推出適用於金融／財務機構的資料收集及匯報新規例，名為共同匯報標準(簡稱「CRS」)。

Under the CRS, we are required to determine where you are a “tax resident” (this will usually be where you are liable to pay income taxes). If you are a tax resident outside the jurisdiction where your account is held, we may need to give the national tax authority this information, along with information relating to your accounts. That may then be shared between different jurisdictions’ tax authorities. 根據CRS 規定，我們必須確定你的「稅務居住地」(這通常是你有義務繳納薪俸稅的國家／地區)。若你的稅務居住地有別於所持賬戶的司法管轄區，我們可能需要將此情況及你的有關賬戶資料告知國家／地區稅務機關，該等機關隨後或會將相關資料傳送給不同國家／地區的稅務機關。

Completing this Section will ensure that we hold accurate and up to date information about your tax residency. 填妥本部分可確保我們持有你正確及最新的稅務居住地資料。

If your circumstances change and any of the information provided in this Section becomes incorrect, please let us know immediately and provide an updated ‘Individual Tax Residency Self-Certification Form (CRS-I (HK)-ORSO)’. 如你的情況有變，導致本部分內的任何資料不再正確，請立即告知我們，並提交一份已更新的「個人稅務居民自我證明表格(CRS-I (HK)-ORSO)」。

**Where to go for further information? 如何獲取更多資訊？**

If you have any questions about this Section or these instructions, please call our customer service hotline 2288 6655. 如對本部分或上述指示有任何疑問，請致電我們的客戶服務熱線2288 6655。

The Organisation for Economic Co-operation and Development (“OECD”) has developed the rules to be used by all governments participating in the CRS and these can be found on the OECD’s Automatic Exchange of Information (“AEOI”) website [www.oecd.org/tax/automatic-exchange/](http://www.oecd.org/tax/automatic-exchange/). 經濟合作與發展組織(簡稱「經合組織」)已制訂規則，供參與CRS的所有政府使用，並載於經合組織的自動交換資料(簡稱「AEOI」)網站[www.oecd.org/tax/automatic-exchange/](http://www.oecd.org/tax/automatic-exchange/)。

Please also visit the website of the Inland Revenue Department of the Government of the Hong Kong Special Administrative Region that sets out information relating to the implementation of AEOI in Hong Kong: [www.ird.gov.hk/eng/tax/dta\\_aeoi.htm](http://www.ird.gov.hk/eng/tax/dta_aeoi.htm). Meaning of terms and expressions used in this form (e.g. “account holder” and “reportable account”) may be found under Section 50A of the Inland Revenue Ordinance (Cap. 112). 另請參閱香港特別行政區政府稅務局(簡稱「稅務局」)的網站了解香港實施AEOI的詳情：[www.ird.gov.hk/chi/tax/dta\\_aeoi.htm](http://www.ird.gov.hk/chi/tax/dta_aeoi.htm)。有關本表格內所用詞彙的涵義(例如：「賬戶持有人」和「須申報賬戶」)，請參閱《稅務條例》(第112章)第50A條。

If you have any questions on how to define your tax residency status, please visit the OECD website [www.oecd.org/tax/automatic-exchange/](http://www.oecd.org/tax/automatic-exchange/), or speak to your tax advisor as we are not allowed to give tax advice. 如你對判定你的稅務居民身分有任何疑問，請瀏覽經合組織網站[www.oecd.org/tax/automatic-exchange/](http://www.oecd.org/tax/automatic-exchange/)或諮詢你的稅務顧問。請恕我們不能提供稅務意見。

**D. Tax Residency Self-Certification (Mandatory) (Cont'd) 稅務居民自我證明(必須填寫)(續)**

**Important Notes 重要提示：**

- This is a self-certification provided by an account holder to a reporting financial institution for the purpose of automatic exchange of financial account information. The data collected may be transmitted by the reporting financial institution to the Inland Revenue Department for transfer to the tax authority of another jurisdiction. 這是由賬戶持有人向申報金融／財務機構提供的自我證明，以作自動交換財務賬戶資料用途。申報金融／財務機構可把收集所得的資料交給稅務局，稅務局會將資料轉交到另一稅務管轄區的稅務當局。
- An account holder should report all changes in his/her tax residency status to the reporting financial institution. 如賬戶持有人的稅務居民身分有所改變，應盡快將所有變更通知申報金融／財務機構。
- If space provided is insufficient, continue on additional sheet(s). Information in Section B & D marked with “†” are required to be reported by the reporting financial institution to the Inland Revenue Department. 如這份表格上的空位不夠應用，可另紙填寫。在B部及D部標有(†)的項目為申報金融／財務機構須向稅務局申報的資料。

(1) My Tax Residence is Hong Kong ONLY, with no tax residence in any other jurisdictions/countries/regions AND my HKID number is my TIN 本人之稅務居住地只有香港，及沒有處於任何其他司法管轄區／國家／地區的稅務居住地而本人的香港身分證號碼是本人的稅務編號

Yes 是 (you may skip (2). 你可略過第(2)部分。)

No 否 (please complete (2). 請填寫第(2)部分。)

(2) Complete the following table indicating 提供以下資料，列明：

(a) **all jurisdictions** where the account holder is a **resident for tax purposes**; and 賬戶持有人作為**稅務居民的所有司法管轄區**；及

(b) the account holder’s TIN for each jurisdiction indicated. 該稅務管轄區發給賬戶持有人的稅務編號。

If the account holder is a tax resident of Hong Kong, the TIN is the Hong Kong Identity Card Number (HKID). 如賬戶持有人是香港稅務居民，稅務編號是賬戶持有人的香港身分證號碼。

If a TIN is unavailable, provide the appropriate reason **A, B** or **C** 如沒有提供稅務編號，必須填寫合適的理由：

# **Reason A** - The jurisdiction where the account holder is a resident for tax purposes does not issue TINs to its residents.

**理由A** - 賬戶持有人的稅務管轄區並沒有向其居民發出稅務編號。

**Reason B** - The account holder is unable to obtain a TIN. Explain why the account holder is unable to obtain a TIN if you have selected this reason.

**理由B** - 賬戶持有人不能取得稅務編號。如選取這一理由，解釋賬戶持有人不能取得稅務編號的原因。

**Reason C** - TIN is not required. Select this reason only if the authorities of the jurisdiction of tax residence do not require the TIN to be disclosed.

**理由C** - 賬戶持有人毋須提供稅務編號。稅務管轄區的主管機關不需要賬戶持有人披露稅務編號。

Jurisdiction of Tax Residence† 稅務管轄區†	TIN† 稅務編號†	#Enter Reason A, B or C if no TIN is available 如沒有提供稅務編號，填寫理由A、B或C	Explain why the account holder is unable to obtain a TIN if you have selected Reason B 如選取理由B，解釋賬戶持有人不能取得稅務編號的原因
1			
2			
3			
4			
5			

## E. Personal information collection statement 收集個人資料聲明

### (Applicable to schemes regulated by an insurance arrangement 適用於由保險安排所規管的計劃)

1. The personal data provided by Participating Employers (if applicable) and/or Members and details of transactions or dealings by such Participating Employers (if applicable) and/or Members from time to time may be used for one or more of the following purposes: - (i) the administration and/or management of or in connection with the contributions or benefits or accounts in respect of the Participating Employers (if applicable) and/or Members under the HSBC occupational retirement schemes and Hang Seng occupational retirement schemes administered by the HSBC Group; (ii) improving and furthering the provision of occupational retirement scheme products and/or services (including through customer research or surveys) by entities of the HSBC Group, subject to applicable legislation; (iii) matching for occupational retirement scheme related purpose with other personal data concerning the relevant Participating Employers (if applicable) and/or Members; (iv) compliance or in accordance with an order of a court, or compliance or in accordance with a law or a requirement made under a law (e.g. the Inland Revenue Ordinance and its provisions including those concerning automatic exchange of financial account information), or compliance or in accordance with any agreement or treaty or any present or future contractual or other commitment with any regulators or government authorities in any jurisdictions, including but not limited to an agreement by one or more entities of the HSBC Group under the provisions of U.S. tax law known as the Foreign Account Tax Compliance Act ('FATCA'), and the guidelines, guidance or requests given or issued by the Inland Revenue Department including those concerning automatic exchange of financial account information (collectively, the 'Compliance Obligations'). 不時由參與僱主(如適用)及／或成員所提供的個人資料及該等參與僱主(如適用)及／或成員的交易或事務往來的詳情將可被用於以下一項或多項用途：(i)由滙豐集團管理行政的滙豐職業退休計劃及恒生職業退休計劃下與參與僱主(如適用)及／或成員的供款或權益或戶口有關的行政事宜及／或管理；(ii)在適用的法例規限下，改善及進一步提供由滙豐集團成員所提供的職業退休計劃產品及／或服務(包括透過客戶研究或調查)；(iii)為任何職業退休計劃相關的用途而核對相關參與僱主(如適用)及／或成員的其他個人資料；(iv)遵守或按照法庭命令，或遵守或按照法律或根據法律訂立的規定(例如《稅務條例》及其條文，包括關於自動交換財務賬戶資料的條文)，或遵守或按照任何與任何司法管轄區的監管機構或政府機關之間達成的協議或條約或任何現在或將來的合同或其他承諾，包括但不限於與一個或多個滙豐集團成員根據美國名為《外國賬戶稅務合規法案》(「外國賬戶稅務合規法案」)的稅務法律的規定所達成的協議，及稅務局所提供或發出的指引、指導或要求，包括關於自動交換財務賬戶資料的指引、指導或要求(統稱為「合規義務」)。
2. Failure to provide your information may result in us being unable to process your application or perform the services you request. 如你未能提供資料將可能導致我們未能處理你的申請或提供你所要求的服務。
3. Personal data held by us relating to a Participating Employer (if applicable) and/or Member will be kept confidential but, to the extent not prohibited by applicable law, such information may be provided by us or any of our service providers to the following parties for the purposes set out in paragraph 1: - (i) any regulators or government authorities in any jurisdiction; (ii) any service provider, agent or contractor who provides administrative, telecommunications, computer, payment, data processing, matching, storage, customer research or survey or other services in connection with the operation of our occupational retirement scheme business; (iii) relevant Participating Employers (if applicable); (iv) entities of the HSBC Group. Such information may be transferred to a place outside Hong Kong Special Administrative Region. 由我們持有參與僱主(如適用)及／或成員的個人資料將予保密，但限於不在適用法律禁止之列，我們或任何我們的服務供應商可能會將該等資料提供給以下各方作第1段所述的用途：(i)任何司法管轄區的監管機構或政府機關；(ii)任何提供與營運我們的職業退休計劃業務有關的行政、電訊、電腦、付賬、數據處理、核對、儲存、客戶研究或調查或其他服務的任何服務供應商、代理人或承包商；(iii)相關的參與僱主(如適用)；(iv)滙豐集團成員。該等資料可能轉移至香港特別行政區以外的地方。
4. You have the right to request access to and correction of your personal data held by us. Request should be addressed to: The Data Protection Officer, HSBC Life (International) Limited, PO Box 74203, Kowloon Central Post Office. For enquiries, please contact our Hotline at (852) 2288 6655. 你有權要求查閱及更改由我們持有你的個人資料。如有需要，可致函九龍中央郵政信箱74203號向滙豐人壽保險(國際)有限公司資料保障主任提出要求。如有查詢，可致電(852) 2288 6655。
5. No person other than you and us will have any right under the Contracts (Rights of Third Parties) Ordinance to enforce or enjoy the benefit of any of the provisions of these Terms and Conditions. 除你及我們以外，並無其他人士有權按《合約(第三者權利)條例》強制執行本條款及細則的任何條文，或享有本條款及細則的任何條文下的利益。

### (Applicable to schemes governed by a trust 適用於受信託所管限的計劃)

1. The personal data provided by Participating Employers (if applicable) and/or Members and details of transactions or dealings by such Participating Employers (if applicable) and/or Members from time to time may be used for one or more of the following purposes: - (i) the administration and/or management of or in connection with the contributions or benefits or accounts in respect of the Participating Employers (if applicable) and/or Members under the HSBC occupational retirement schemes and Hang Seng occupational retirement schemes administered by the HSBC Group; (ii) improving and furthering the provision of occupational retirement scheme products and/or services (including through customer research or surveys) by entities of the HSBC Group, subject to applicable legislation; (iii) matching for occupational retirement scheme related purpose with other personal data concerning the relevant Participating Employers (if applicable) and/or Members; (iv) compliance or in accordance with an order of a court, or compliance or in accordance with a law or a requirement made under a law (e.g. the Inland Revenue Ordinance and its provisions including those concerning automatic exchange of financial account information), or compliance or in accordance with any agreement or treaty or any present or future contractual or other commitment with any regulators or government authorities in any jurisdictions, including but not limited to an agreement by one or more entities of the HSBC Group under the provisions of U.S. tax law known as the Foreign Account Tax Compliance Act ('FATCA'), and the guidelines, guidance or requests given or issued by the Inland Revenue Department including those concerning automatic exchange of financial account information (collectively, the 'Compliance Obligations'). 不時由參與僱主(如適用)及／或成員所提供的個人資料及該等參與僱主(如適用)及／或成員的交易或事務往來的詳情將可被用於以下一項或多項用途：(i)由滙豐集團管理行政的滙豐職業退休計劃及恒生職業退休計劃下與參與僱主(如適用)及／或成員的供款或權益或戶口有關的行政事宜及／或管理；(ii)在適用的法例規限下，改善及進一步提供由滙豐集團成員所提供的職業退休計劃產品及／或服務(包括透過客戶研究或調查)；(iii)為任何職業退休計劃相關的用途而核對相關參與僱主(如適用)及／或成員的其他個人資料；(iv)遵守或按照法庭命令，或遵守或按照法律或根據法律訂立的規定(例如《稅務條例》及其條文，包括關於自動交換財務賬戶資料的條文)，或遵守或按照任何與任何司法管轄區的監管機構或政府機關之間達成的協議或條約或任何現在或將來的合同或其他承諾，包括但不限於與一個或多個滙豐集團成員根據美國名為《外國賬戶稅務合規法案》(「外國賬戶稅務合規法案」)的稅務法律的規定所達成的協議，及稅務局所提供或發出的指引、指導或要求，包括關於自動交換財務賬戶資料的指引、指導或要求(統稱為「合規義務」)。
2. Failure to provide your information may result in us being unable to process your application or perform the services you request. 如你未能提供資料將可能導致我們未能處理你的申請或提供你所要求的服務。
3. Personal data held by us relating to a Participating Employer (if applicable) and/or Member will be kept confidential but, to the extent not prohibited by applicable law, such information may be provided by us or any of our service providers to the following parties for the purposes set out in paragraph 1: - (i) any regulators or government authorities in any jurisdiction; (ii) any service provider, agent or contractor who provides administrative, telecommunications, computer, payment, data processing, matching, storage, customer research or survey or other services in connection with the operation of our occupational retirement scheme business; (iii) relevant Participating Employers (if applicable); (iv) entities of the HSBC Group. Such information may be transferred to a place outside Hong Kong Special Administrative Region. 由我們持有參與僱主(如適用)及／或成員的個人資料將予保密，但限於不在適用法律禁止之列，我們或任何我們的服務供應商可能會將該等資料提供給以下各方作第1段所述的用途：(i)任何司法管轄區的監管機構或政府機關；(ii)任何提供與營運我們的職業退休計劃業務有關的行政、電訊、電腦、付賬、數據處理、核對、儲存、客戶研究或調查或其他服務的任何服務供應商、代理人或承包商；(iii)相關的參與僱主(如適用)；(iv)滙豐集團成員。該等資料可能轉移至香港特別行政區以外的地方。
4. You have the right to request access to and correction of your personal data held by us. Request should be addressed to: The Data Protection Officer, HSBC Institutional Trust Services (Asia) Limited, c/o The Hongkong and Shanghai Banking Corporation Limited, PO Box 74203, Kowloon Central Post Office. For enquiries, please contact our Hotline at (852) 2288 6655. 你有權要求查閱及更改由我們持有你的個人資料。如有需要，可致函九龍中央郵政信箱74203號(c/o The Hongkong and Shanghai Banking Corporation Limited香港上海滙豐銀行有限公司)，向滙豐機構信託服務(亞洲)有限公司資料保障主任提出要求。如有查詢，可致電(852) 2288 6655。
5. No person other than you and us will have any right under the Contracts (Rights of Third Parties) Ordinance to enforce or enjoy the benefit of any of the provisions of these Terms and Conditions. 除你及我們以外，並無其他人士有權按《合約(第三者權利)條例》強制執行本條款及細則的任何條文，或享有本條款及細則的任何條文下的利益。

## F. Declaration and authorisation 聲明及授權書

By signing this form, I 在簽署本表格後，本人：

- acknowledge and agree that (i) the information contained in this form is collected and may be kept by HSBC Life (International) Limited (the "Insurer") applicable to schemes regulated by an insurance arrangement/HSBC Institutional Trust Services (Asia) Limited (the "Trustee") applicable to schemes governed by a trust for the purpose of automatic exchange of financial account information, and (ii) such information and information regarding the account holder and any reportable account(s) may be reported by the Insurer/Trustee (if applicable) to the Inland Revenue Department of the Government of the Hong Kong Special Administrative Region and exchanged with the tax authorities of another jurisdiction(s) in which the account holder may be resident for tax purposes, pursuant to the legal provisions for exchange of financial account information provided under the Inland Revenue Ordinance (Cap.112). 知悉及同意，滙豐人壽保險(國際)有限公司(「保險人」)適用於由保險安排所規管的計劃／滙豐機構信託服務(亞洲)有限公司(「信託人」)適用於受信託所管限的計劃可根據《稅務條例》(第112章)有關交換財務賬戶資料的法律條文，(i)收集本表格所載資料並可備存作自動交換財務賬戶資料用途及(ii)把該等資料和關於賬戶持有人及任何須申報賬戶的資料向香港特別行政區政府稅務局申報，從而把資料轉交到賬戶持有人的稅務管轄區的稅務當局。
- undertake to advise the Insurer/Trustee (if applicable) via my employer of any change in circumstances which affects the tax residency status of the individual identified in Section B of this form or causes the information contained herein to become incorrect, and to provide the Insurer/Trustee (if applicable) with a suitably updated 'Individual Tax Residency Self-Certification Form (CRS-I (HK)-ORSO)' within 30 days of such change in circumstances. 承諾，如情況有所改變，以致影響本表格B部所述的個人的稅務居民身分，或引致本表格所載的資料不正確，本人會透過我的僱主通知保險人／信託人(如適用)，並會在情況發生改變後30日內，向保險人／信託人(如適用)提交一份已適當更新的「個人稅務居民自我證明表格(CRS-I (HK)-ORSO)」。
- declare that the information given and statements made in this form are, to the best of my knowledge and belief, true, correct and complete. 聲明就本人所知所信，本表格內所填報的所有資料和聲明均屬真實、正確和完備。

**Please return the completed form to your employer. 請把填妥的表格交回你的僱主。**

**X**

Signature of the member 成員簽署 \_\_\_\_\_ Full name 全名 \_\_\_\_\_ Date 日期 \_\_\_\_\_  
(This signature will be used to verify your future correspondence to us. 此簽署式樣將用於核對你日後給予我們的文件。)

### Employer's authorisation 僱主授權書

I/We declare that I/we have verified the identification document of the above employee, to the best of my/our knowledge and belief, the information given in the form is correct and complete. I/We confirm that the above employee is an eligible person as defined in section 2A of the Occupational Retirement Schemes Ordinance. 本人／吾等聲明，本人／吾等已驗證以上僱員的身分證明文件，本人／吾等深知確信本表格所提供的資料均屬正確無誤且並無缺漏。本人／吾等確認以上僱員屬職業退休計劃條例第2A條界定的合資格的人。

Authorised signature(s) of employer 僱主授權簽署

Authorised signature(s) of employer 僱主授權簽署

**X**

**X**

Full name 全名

Full name 全名

Job position 職銜

Job position 職銜

Date 日期

Date 日期

**WARNING: It is a serious offence under 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. Heavy penalty may apply upon conviction.**

**警告：根據《稅務條例》，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，即屬嚴重罪行。一經定罪，可致重罰。**

<b>For Office Use Only</b> 公司專用	Signature verified by	Entered by	Checked by
	Date	Date	Date