

Received by (Branch): on (dd/mm/yy)	Received by (MPF Adm Ctr): on (dd/mm/yy)
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BEA (MPF) Industry Scheme 東亞(強積金)行業計劃

Employer – Supplement of Details of Authorised Signatories 僱主 – 授權簽署人個人資料補充資料

- (i) This Form must be completed by Employer. Please use BLOCK LETTERS for completion and "✓" where applicable.
本表格必須由僱主填寫。請以正楷填寫並在適當之方格內加上「✓」號。
- (ii) Upon completion of this Form, please return to BEA branch or mail to MPF Administration Centre, 32nd Floor, BEA Tower, Millennium City 5, 418 Kwun Tong Road, Kowloon, Hong Kong.
填妥本表格後，請交回東亞銀行分行，或寄回：香港九龍觀塘道418號創紀之城五期東亞銀行中心32樓，強制性公積金行政中心。

Part I 第一部分		Details of Employer 僱主資料	
Name of Employer 僱主名稱		Contact Person 聯絡人	
Mobile Phone / Day Time Contact No. 手提電話/日間聯絡電話號碼		Email Address (if any) 電郵地址(如有)	
Participating Scheme 參與計劃			
BEA (MPF) Industry Scheme 東亞(強積金)行業計劃			

Part II 第二部分				Details of Authorised Signatories 授權簽署人個人資料	
Please provide the certified copy of HKID card / passport of Authorised Signatories for identity verification purpose. Failure to provide the required details will result in the Trustee and the Sponsor being unable to perform subsequent MPF related services. 請提供授權簽署人的香港身份證/護照核證副本，以用於核對身份用途。如未能提供有關資料，受託人及保薦人將無法提供隨後的強積金相關服務。					
1.	Name in English (Same as HKID Card / passport) 英文姓名(與香港身份證/護照相同)			Name in Chinese 中文姓名	
	Sex 性別	Date of Birth (dd/mm/yyyy) 出生日期(日/月/年)		Nationality 國籍	
	HKID Card No. 香港身份證號碼			Passport No. (NOT applicable to Hong Kong permanent resident) ^A 護照號碼(不適用於香港永久性居民) ^A	
	Residential Address (P.O. Box address will not be accepted) 住址(郵政信箱恕不接受)			Specimen Signature 簽名式樣	
2.	Name in English (Same as HKID Card / passport) 英文姓名(與香港身份證/護照相同)			Name in Chinese 中文姓名	
	Sex 性別	Date of Birth (dd/mm/yyyy) 出生日期(日/月/年)		Nationality 國籍	
	HKID Card No. 香港身份證號碼			Passport No. (NOT applicable to Hong Kong permanent resident) ^A 護照號碼(不適用於香港永久性居民) ^A	
	Residential Address (P.O. Box address will not be accepted) 住址(郵政信箱恕不接受)			Specimen Signature 簽名式樣	

Sponsor: The Bank of East Asia, Limited
保薦人：東亞銀行有限公司

Trustee, Custodian and Administrator: Bank of East Asia (Trustees) Limited
受託人、保管人及管理人：東亞銀行(信託)有限公司

Website : www.hkbea.com
網址

Email : BEAMPF@hkbea.com
電郵

BEA (MPF) Hotline : 2211 1777
東亞(強積金)熱線 : 2211 1777
(Operated by Bank of East Asia (Trustees) Limited)
(由東亞銀行(信託)有限公司運作)

Fax no. : 3608 6003
傳真號碼

Part II Details of Authorised Signatories (Cont.)
第二部分 授權簽署人個人資料(續)

3.	Name in English (Same as HKID Card / passport) 英文姓名(與香港身份證/護照相同)		Name in Chinese 中文姓名			
	Sex 性別	Date of Birth (dd/mm/yyyy) 出生日期(日/月/年)		Nationality 國籍		
	HKID Card No. 香港身份證號碼		Passport No. (NOT applicable to Hong Kong permanent resident) ^Δ 護照號碼(不適用於香港永久性居民) ^Δ			
	Residential Address (P.O. Box address will not be accepted) 住址(郵政信箱恕不接受)			Specimen Signature 簽名式樣		
4.	Name in English (Same as HKID Card / passport) 英文姓名(與香港身份證/護照相同)		Name in Chinese 中文姓名			
	Sex 性別	Date of Birth (dd/mm/yyyy) 出生日期(日/月/年)		Nationality 國籍		
	HKID Card No. 香港身份證號碼		Passport No. (NOT applicable to Hong Kong permanent resident) ^Δ 護照號碼(不適用於香港永久性居民) ^Δ			
	Residential Address (P.O. Box address will not be accepted) 住址(郵政信箱恕不接受)			Specimen Signature 簽名式樣		
5.	Name in English (Same as HKID Card / passport) 英文姓名(與香港身份證/護照相同)		Name in Chinese 中文姓名			
	Sex 性別	Date of Birth (dd/mm/yyyy) 出生日期(日/月/年)		Nationality 國籍		
	HKID Card No. 香港身份證號碼		Passport No. (NOT applicable to Hong Kong permanent resident) ^Δ 護照號碼(不適用於香港永久性居民) ^Δ			
	Residential Address (P.O. Box address will not be accepted) 住址(郵政信箱恕不接受)			Specimen Signature 簽名式樣		
6.	Name in English (Same as HKID Card / passport) 英文姓名(與香港身份證/護照相同)		Name in Chinese 中文姓名			
	Sex 性別	Date of Birth (dd/mm/yyyy) 出生日期(日/月/年)		Nationality 國籍		
	HKID Card No. 香港身份證號碼		Passport No. (NOT applicable to Hong Kong permanent resident) ^Δ 護照號碼(不適用於香港永久性居民) ^Δ			
	Residential Address (P.O. Box address will not be accepted) 住址(郵政信箱恕不接受)			Specimen Signature 簽名式樣		

^Δ For non-permanent resident of Hong Kong and non-resident of Hong Kong, please provide the certified copy of passport or documentary proof of nationality for identity verification purpose.

^Δ 如非香港永久性居民及非香港居民，請提供護照核證副本或其他與國籍相關的證明文件，以用於核對身份用途。

Personal Information Collection Statement 個人資料收集聲明

The information the Employer provides to the Bank of East Asia (Trustees) Limited ("Trustee") as the trustee of BEA (MPF) Industry Scheme ("BEA MPF Scheme") and The Bank of East Asia, Limited ("Sponsor") as the sponsor of the BEA MPF Scheme is to enable the Trustee and the Sponsor to carry on their respective retirement and MPF related business and may be used for the purposes of (i) communication with the Employer and/or its employees including the provision of information in relation to the Scheme; (ii) transferring to any other trustee carrying on retirement business or any association or government authority that exists or is formed from time to time or service providers / agents / contractors (which provide services including but not limited to administrative, telecommunications, data processing and storage in connection with the operation of the Trustee's and Sponsor's retirement business) whether local or overseas but, only in so far as the transfer of such information is necessary for such other person to exercise or perform functions under or for the purposes of the Mandatory Provident Fund Schemes Ordinance; (iii) disclosing to such other persons to whom disclosure may be required by an order of a court, applicable laws or requirements made under a law; (iv) complying with any obligations, requirements, policies, procedures, measures or arrangements for sharing data and information within the group of the Trustee and the Sponsor and/or any other use of data and information in accordance with any group-wide programmes for compliance with sanctions or prevention or detection of money laundering, terrorist financing or other unlawful activities and (v) conducting direct marketing activities on MPF related products, benefits or services of the Trustee or the Sponsor.

僱主向東亞(強積金)行業計劃(「東亞強積金計劃」)的受託人東亞銀行(信託)有限公司(「受託人」)及東亞強積金計劃的保薦人東亞銀行有限公司(「保薦人」)提供的資料是讓受託人及保薦人得以經營各自的退休及強積金相關業務，並可用於下列用途：(i) 與僱主及/或其僱員通訊，包括提供有關本計劃的資料；(ii) 將資料轉移予任何經營退休業務的其他受託人或不時存在或成立的任何協會或政府機關或服務供應商/代理/承辦商(其提供的服務包括但不限於就受託人及保薦人的退休業務運作提供行政、電訊、數據處理及儲貯服務)(不論本地或海外)，但只限於轉移該等資料乃使該等其他人士根據或就《強制性公積金計劃條例》行使或履行職責所必要的情況；(iii) 根據法院命令、適用法律或根據某項法律作出的規定而需要向其披露相關資料的其他人士；(iv) 遵守受託人及保薦人集團為符合制裁或預防或偵測清洗黑錢、恐怖分子融資活動或其他非法活動的任何方案就於受託人及保薦人集團內共用資料及資訊及/或資料及資訊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；及(v) 進行受託人或保薦人的強積金相關產品、利益或服務的直接促銷活動。

The Employer's information provided in this application including the Employer's and its contact person's name, address, telephone numbers, e-mail address and other contact details and information will be used for the purposes of (v) above.

在此項申請中提供的僱主資料，包括僱主及其聯絡人的名稱、地址、電話號碼、電郵地址及其他聯絡詳情及資料，將用於上文(v)的用途。

The information the Employer provides to the Trustee and the Sponsor is provided on a voluntary basis. However, failure to supply information may result in the Trustee and the Sponsor being unable to accept and process this application or provide MPF related services.

僱主向受託人及保薦人提供資料乃屬自願性質。然而，如未能提供資料，則可能令受託人及保薦人無法接納及辦理此項申請或提供強積金相關服務。

The Employer (a) may, at any time and without charge, request the Trustee and/or the Sponsor for the personal data of the Employer and/or its contact person not be used for direct marketing purpose; (b) shall be entitled to access to data concerning itself and/or its contact person or correction of data; or request for information regarding privacy policies and practices and kinds of data held by the Trustee and/or Sponsor, by writing to:-

僱主可以書面方式(a)隨時要求受託人及/或保薦人不把僱主及/或其聯絡人的個人資料用於直接促銷用途，而無須支付任何費用；(b)有權查閱有關其本身及/或其聯絡人的資料或更正資料；或查閱有關受託人及/或保薦人的私隱政策及守則及所持有的資料種類：-

Bank of East Asia (Trustees) Limited
The Individual Data Protection Officer
Bank of East Asia (Trustees) Limited
32nd Floor, BEA Tower, Millennium City 5, 418 Kwun Tong Road, Kowloon, Hong Kong
東亞銀行(信託)有限公司
個人資料保障主任
東亞銀行(信託)有限公司
香港九龍觀塘道418號創紀之城五期東亞銀行中心32樓

The Bank of East Asia, Limited
The Group Data Protection Officer
The Bank of East Asia, Limited
10 Des Voeux Road Central, Hong Kong
東亞銀行有限公司
集團資料保障主任
東亞銀行有限公司
香港德輔道中10號

In accordance with the terms of the Personal Data (Privacy) Ordinance, each of the Trustee and the Sponsor has the right to charge a reasonable fee for the processing of any data access request.

根據《個人資料(私隱)條例》的條款，受託人及保薦人各自有權就處理任何查閱資料的要求收取合理費用。

You should check ("✓") in the box on the left side of this item if you do not wish the Trustee itself to use your personal data in direct marketing.

如你們不希望受託人本身使用你們的個人資料於直接促銷中，請在此項左邊的方格內加上剔號(「✓」)。

The above represents your present choice whether or not to receive direct marketing contact or information on MPF related products, benefits or services. This replaces any choice communicated by you to the Trustee prior to this application.

以上代表你們目前就是否希望收到強積金相關產品、利益或服務的直接促銷聯繫或資訊的選擇，並取代你們於本申請前向受託人傳達的任何選擇。

You should check ("✓") in the box on the left side of this item if you do not wish the Sponsor itself to use your personal data in direct marketing.

如你們不希望保薦人本身使用你們的個人資料於直接促銷中，請在此項左邊的方格內加上剔號(「✓」)。

The above represents your present choice whether or not to receive direct marketing contact or information on MPF related products, benefits or services. This replaces any choice communicated by you to the Sponsor prior to this application.

以上代表你們目前就是否希望收到強積金相關產品、利益或服務的直接促銷聯繫或資訊的選擇，並取代你們於本申請前向保薦人傳達的任何選擇。

After an Employer ceases to participate in the BEA MPF Scheme, the Trustee and the Sponsor shall continue to hold data relating to such Employer and/or its contact person for a period of 7 years or such other period as prescribed by applicable laws and regulations.

當僱主不再參加東亞強積金計劃後，受託人及保薦人會繼續持有有關該名僱主及/或其聯絡人的資料7年或按照有關法律和法規所規定的期限。

I / We hereby confirm that the identities of the above signatories is / are authorised to enter into correspondence, give instructions, provide information and authorise benefit payments on behalf of the Employer, and I / we have received, read and understood the above personal information collection statement and undertake to be bound by it.

本人/我們謹此確認以上簽署人獲授權代表僱主處理信函、發出指示、提供資料及授權支付權益，並確認本人/我們已接獲、細閱及了解上述個人資料收集聲明，並承諾受其約束。

Authorised Signature[^] 授權簽署[^]

Authorised Signature[^] 授權簽署[^]

Name (Same as HKID Card / passport) 姓名(與香港身份證/護照相同)

Name (Same as HKID Card / passport) 姓名(與香港身份證/護照相同)

Date 日期

Date 日期

[^] This Form should be signed by sole proprietor, partner, director, company secretary, committee member or authorised person. If this Form is signed by authorised person, a certified copy of the authorisation document (e.g. Board Resolution) must be provided.

[^] 此表格應由獨資股東、合夥人、董事、公司秘書、委員會成員或授權簽署人簽署。如此表格由授權簽署人簽署，須提供有關授權文件(例如董事會決議)之核證副本。

Company Chop 公司印章