

[僱主名稱]
[地址行1]
[地址行2]
[地址行3]
[地址行4]
[聯絡人姓名]

敬啟者：

「積金易」平台 – 全新強積金數碼體驗

積金易平台有限公司（積金易公司）¹ 與 東亞銀行（信託）有限公司（東亞信託）誠邀您一起透過「積金易」平台（「積金易」），迎接全新強積金數碼體驗！

「積金易」有何好處

「積金易」是一個一站式的中央電子平台，讓您隨時隨地透過手機應用程式或網上平台管理您的強積金。無論您是僱主、計劃成員或自僱人士，「積金易」會為您帶來全新體驗及多個好處，包括：

僱主及自僱人士

- 提供不同電子方式作強積金供款
- 自動計算供款金額
- 接收供款到期日的電子提示
- 減少文書工作及人為錯誤



計劃成員及自僱人士

- 就已轉移至「積金易」的強積金帳戶：
 - 一站式查閱帳戶結餘及管理所有帳戶
 - 隨時隨地整合帳戶和更改投資組合
 - 輕鬆作自願性供款
 - 一次過申請從不同強積金計劃提取強積金



何時開始使用

強積金受託人及其計劃已陸續依次序逐一加入「積金易」（詳情見 www.empf.org.hk）。東亞信託的東亞(強積金)行業計劃的帳戶資料，將由以下日期²起轉移至「積金易」：

東亞(強積金)行業計劃：

加入「積金易」預定日期

2026年4月30日

由上述日期起，您公司在此計劃下的強積金帳戶資料及紀錄將會轉移至「積金易」。東亞信託仍為上述計劃的受託人，而積金易公司將使用「積金易」執行強積金計劃下的行政工作，為您提供計劃行政服務³及處理您的服務指示，包括供款、更改僱主資料及查詢帳戶紀錄等。屆時，您可透過「積金易」管理強積金，而無須再向東亞信託提交計劃行政的服務指示。

無須再次註冊「積金易」

作為僱主，不論您有多少個強積金計劃，辦理「積金易」註冊開戶手續只須一次，便能處理您公司所有已轉移至「積金易」的計劃。由於您公司早前已完成註冊「積金易」開戶，因此您無須再次辦理註冊手續。由2026年4月30日起，您可以透過「積金易」查閱及管理您在上述計劃下的強積金帳戶。

查詢

請參閱背頁受託人的訊息及常見問題。如有查詢，請致電「積金易」客戶服務熱線 183 2622。我們期待在「積金易」為您提供服務。

積金易平台有限公司
及 東亞銀行（信託）有限公司 謹啟
2025年12月22日

¹ 積金易公司為強制性公積金計劃管理局全資附屬公司，以非牟利方式，營運屬公共設施的「積金易」。

² 加入「積金易」日期須以在香港特別行政區政府憲報刊登的法律公告為準。如日期有調整，受託人會適時通知您。

³ 使用「積金易」及計劃行政服務須受「積金易」的一般條款及細則約束，詳情請瀏覽 www.empf.org.hk/tnc。

受託人的訊息

由 2026 年 4 月 30 日起，積金易公司將負責執行強積金計劃下的行政工作及透過「積金易」為您提供計劃行政服務，包括處理僱主、計劃成員及自僱人士提交的服務指示。因此，您應直接向「積金易」提交所有有關計劃行政的服務指示，而並非向東亞信託提交。

東亞信託會根據不同的截止日期停止接受計劃行政的服務指示。請參閱**致參與僱主及計劃成員的通知**了解詳情。



致參與僱主及計劃成員的通知

https://www.hkbea.com/pdf/MPF-Scheme-Brochure/NOP/IS_NOP_202503_tc.pdf

東亞信託在截止日期後收到的服務指示，將於 2026 年 4 月 30 日計劃加入「積金易」後，由「積金易」處理。

關於僱主供款的重要提示



計劃加入「積金易」後，僱主應透過「積金易」（而並非向東亞信託）為臨時僱員及一般僱員提交供款資料及於供款限期日或之前繳交供款，而法定的供款限期會維持不變。掃描左方二維碼查閱「**強積金供款付款方法概要**」。

注意

逾期繳交供款須額外繳付逾期供款金額的 5% 附加費。

常見問題

- 1: 我參加的行業計劃加入「積金易」後，我可以用現金繳付供款嗎？**
不可以。「積金易」不接受現金供款。請掃描上方「強積金供款付款方法概要」的二維碼，查閱您參加的行業計劃的付款方式。
- 2: 我參加的行業計劃加入「積金易」後，我可以繼續將供款支票直接交到受託人的分行及服務中心嗎？**
不可以。供款支票須郵寄至積金易公司（尖沙咀郵政局郵政信箱 98929 號）或放入任何一間「積金易」服務中心的投遞箱（詳情見 www.empf.org.hk）。我們建議您使用「積金易」提供的電子方式供款，既方便、又快捷。
- 3: 如我以支票繳付強積金供款，支票抬頭應改為填寫「積金易公司」嗎？**
不應該。因為您的強積金供款收款人會維持不變，支票抬頭應如常填寫受託人，即「東亞(強積金)行業計劃」。我們建議您轉用電子方式供款，避免因文書錯誤或郵遞延誤導致遲供款而要交附加費。

更多資訊

掃描右方二維碼查閱常見問題，或瀏覽「積金易」網站或致電客戶服務熱線：



www.empf.org.hk



183 2622

常見問題



收集個人資料聲明

使用「積金易」前，掃描右方二維碼查閱收集個人資料聲明



(或致電熱線索取紙本聲明)

22 December 2025

[Employer Name]
[Address line 1]
[Address line 2]
[Address line 3]
[Address line 4]
Attn.: [Contact Person]

Dear Sir/Madam,

eMPF Platform – new digital MPF experience

eMPF Platform Company Limited (eMPF Company)¹ and Bank of East Asia (Trustees) Limited (BEAT) invite you to embrace the new digital MPF experience through the eMPF Platform (eMPF)!

What's in it for me?

eMPF is a centralized electronic platform and your one-stop online hub for managing your MPF anytime anywhere through mobile app or web portal. Whether you are an employer, a scheme member or a self-employed person, eMPF will bring your MPF experience to a whole new level. eMPF will bring you benefits which include:

Employers and Self-employed Persons

- Make MPF contributions with different e-payment options
- Automate calculation of contributions
- Receive e-reminders of contribution due dates
- Reduce paper work and human errors



Scheme Members and Self-employed Persons

- For MPF accounts which have got onboard eMPF:
 - View account balance and manage all accounts via a one-stop app/portal
 - Consolidate accounts and switch investment choices anytime anywhere
 - Make voluntary contributions in a breeze
 - Apply for withdrawal of MPF under different MPF schemes in one go



When can I start using eMPF?

MPF trustees and their schemes have been getting onboard eMPF in sequence one by one (details @www.empf.org.hk). Information of accounts under BEAT's **BEA (MPF) Industry Scheme** will be transferred to eMPF from the following date²:

BEA (MPF) Industry Scheme:

Target eMPF Onboarding Date

30 April 2026

From this date onward, information and records of your company's MPF account under this scheme will be transferred to eMPF. While BEAT remains the trustee of the scheme, eMPF Company will utilize eMPF to perform the administration of the MPF scheme, provide scheme administration services³ to you and handle your service instructions (including making contributions, changing employer information and checking account records, etc.). From then on, you can manage MPF on eMPF and should no longer submit scheme administration service instructions to BEAT.

No need to register again with eMPF

As an employer, regardless of how many MPF schemes you are participating in, you need to register with eMPF only once to manage all the schemes under your company which have got onboard eMPF. Since your company has completed registration with eMPF earlier, you do not need to register again. Starting from 30 April 2026, you can view and manage your MPF account under the above scheme via eMPF.

Enquiries

Please see the back page for **Messages from Your Trustee** and some frequently asked questions. For enquiries, please call the eMPF Customer Service Hotline at **183 2622**. We look forward to serving you on eMPF.

eMPF Platform Company Limited
and Bank of East Asia (Trustees) Limited

¹ eMPF Company is a wholly-owned subsidiary of the Mandatory Provident Fund Schemes Authority. It operates eMPF as a not-for-profit public utility.

² The date of onboarding eMPF is subject to the legal notice published in the Gazette of the Government of the Hong Kong Special Administrative Region. In case of subsequent adjustment, your trustee will promptly communicate with you.

³ The use of eMPF and scheme administration services are subject to the General Terms and Conditions of eMPF which are available at www.empf.org.hk/tnc/en.

Messages from Your Trustee

Starting from 30 April 2026, the eMPF Company will take up the administration of the MPF scheme and provide scheme administration services to you via eMPF, including handling service instructions from employers, scheme members and self-employed persons. Hence, you should submit scheme administration service instructions directly to eMPF instead of BEAT.

BEAT will cease accepting scheme administration service instructions based on different cut-off dates. Please read the **Notice to Participating Employers and Scheme Members** for details.



Notice to Participating Employers and Scheme Members

https://www.hkbea.com/pdf/MPF-Scheme-Brochure/NOP/IS_NOP_202503_en.pdf

Service instructions received by BEAT after the respective cut-off dates will only be processed by eMPF after the scheme has got onboard eMPF on 30 April 2026.

Important Note to Employers on Making Contributions



After the scheme has got onboard eMPF, employers should submit contribution data and make payments for both casual employees and regular employees via eMPF for processing but not BEAT anymore. The statutory deadline for making contributions remains unchanged. Scan the QR code on the left to view “**A Comprehensive Guide to MPF Contribution Payment Methods**”.

Note

Late payment will be **subject to a surcharge** calculated at 5% of the late payment amount.

Frequently Asked Questions

- 1: Can I make contributions in cash after my Industry Scheme has got onboard eMPF?**
No. eMPF does not accept any contributions in cash. Please scan the above QR code “A Comprehensive Guide to MPF Contribution Payment Methods” to check the payment methods available for your Industry Scheme.
- 2: Can I continue to drop off contribution cheques at my trustee’s branch or service centre after my Industry Scheme has got onboard eMPF?**
No. You should send contribution cheques to eMPF Company by post (PO Box 98929 Tsim Sha Tsui Post Office) or through drop-in box at any of its service centres (details @www.empf.org.hk). But why bother? Switch to e-payment via eMPF for a more convenient and efficient experience!
- 3: If I pay contributions by paper cheque, should I write the cheque to “eMPF Company” instead?**
No. The payee of MPF contributions remains unchanged. You should write the cheque to your trustee as usual, i.e. “BEA (MPF) Industry Scheme”. We encourage you to switch to e-payment which can help avoid clerical error or delay in postal delivery resulting in late contribution subject to surcharge.

More Information

Check out our Frequently Asked Questions (FAQs) by scanning the QR code, or visit the eMPF website or call our customer service hotline:



www.empf.org.hk



183 2622

FAQs



Personal Information Collection Statement (PICS)

Scan the QR code for the PICS before using eMPF



(or call our hotline for a printed PICS)

致僱主及計劃成員：

感謝閣下對東亞（強積金）行業計劃一直以來的支持。東亞（強積金）行業計劃預計於 **2026 年 4 月 30 日**（「加入平台日」）加入「積金易」平台，有關強制性公積金的行政工作將交由「積金易」平台處理。由東亞銀行（信託）有限公司（「我們」）提供的強積金行政服務也因應調整如下，敬請留意。

服務調整

- 行政指示：** 鑑於所有有關強制性公積金的行政工作將交由「積金易」平台處理，相關的行政指示應於計劃加入平台日後交予「積金易」平台。而東亞銀行分行設立的供款支票箱、東亞網上銀行服務、東亞手機銀行及企業電子網絡銀行所提供的強積金服務將根據以下的截止日期停止接受行政指示。**請在截止日期前將完整無誤的有效行政指示遞交予我們，指示才可於過渡至「積金易」平台前處理。請注意，指示以到達至東亞強積金行政中心為準，如透過東亞銀行分行遞交，請預留充足的運送時間。**

指示	截止日期及時間	渠道
提交供款	2026 年 4 月 10 日 (晚上 11 時 59 分)	東亞網上銀行服務
	2026 年 4 月 10 日 (下午 5 時)	提交付款結算書至東亞強積金行政中心或 東亞銀行分行或供款支票箱
更改投資選擇	2026 年 4 月 10 日 (晚上 11 時 59 分)	東亞網上銀行服務 / 東亞手機銀行
	2026 年 4 月 13 日 (下午 5 時)	提交實體表格至東亞強積金行政中心或 東亞銀行分行
基金轉換	2026 年 4 月 13 日 (下午 4 時)	東亞網上銀行服務 / 東亞手機銀行 / 提交實體表 格至東亞強積金行政中心或東亞銀行分行

另外，東亞強積金電話理財之**互動語音系統及自動櫃員機**之強積金功能**已停止**運作。在加入「積金易」平台後，請利用「積金易」網上平台、「積金易」流動應用程式，或將紙本的強積金行政表格提交指示予「積金易」以管理你的強積金。


- 供款收妥日期：** 在過渡期後，供款收妥日期以**送達到「積金易」收妥日期**為準。如因提交至錯誤地點而導致延遲，將有機會產生附加費，敬請留意。

3. **支付供款方法：**「積金易」服務中心不接受任何現金供款。你可把供款支票放入「積金易」服務中心內的投遞箱，或於「積金易」平台以電子付款方法支付供款。
4. **新的行政表格：**現有的強積金行政表格將於 **2026 年 6 月 30 日失效**。為避免「積金易」平台拒絕辦理，請於失效日期前使用「積金易」平台發出的行政表格。

此外，為讓閣下了解更多「積金易」平台的資訊及作好過渡安排的準備，我們誠邀閣下參與積金易平台公司聯合舉辦的**簡介講座**。

僱主網上講座

講座詳情	語言	日期和時間	有興趣參與者請於截止日期前登記此講座	
講座形式： 網上 講座內容： <ul style="list-style-type: none"> 「積金易」平台簡介 「積金易」平台註冊及用戶登錄啟動 「積金易」網上平台及流動應用程式的功能簡介 重要日期及僱主需要採取的行動 	粵語	2026 年 1 月 15 日 下午 3 時 – 下午 5 時		截止登記日期： 2026 年 1 月 8 日
	粵語	2026 年 2 月 5 日 上午 10 時 – 正午 12 時		截止登記日期： 2026 年 1 月 29 日
	粵語	2026 年 3 月 10 日 下午 3 時 – 下午 5 時		截止登記日期： 2026 年 3 月 3 日
	粵語	2026 年 3 月 26 日 上午 10 時 – 正午 12 時		截止登記日期： 2026 年 3 月 19 日
	普通話	2026 年 4 月 10 日 下午 3 時 – 下午 5 時		截止登記日期： 2026 年 4 月 2 日
	英語	2026 年 4 月 21 日 上午 10 時 – 正午 12 時		截止登記日期： 2026 年 4 月 14 日

	粵語	2026 年 4 月 27 日 下午 3 時 – 下午 5 時	 截止登記日期: 2026 年 4 月 20 日
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計劃成員網上講座

講座詳情	語言	日期和時間	有興趣參與者請於截止日期前登記此講座
講座形式: 網上 講座內容: <ul style="list-style-type: none"> 「積金易」平台簡介 「積金易」平台註冊及用戶登錄啟動 「積金易」網上平台及流動應用程式的功能簡介 重要日期及計劃成員需要採取的行動 	粵語	2026 年 1 月 19 日 下午 3 時 – 下午 5 時	 截止登記日期: 2026 年 1 月 12 日
	粵語	2026 年 2 月 6 日 下午 3 時 – 下午 5 時	 截止登記日期: 2026 年 1 月 30 日
	粵語	2026 年 3 月 13 日 上午 10 時 – 正午 12 時	 截止登記日期: 2026 年 3 月 6 日
	粵語	2026 年 3 月 30 日 下午 3 時 – 下午 5 時	 截止登記日期: 2026 年 3 月 23 日
	普通話	2026 年 4 月 14 日 下午 3 時 – 下午 5 時	 截止登記日期: 2026 年 4 月 8 日
	英語	2026 年 4 月 23 日 上午 10 時 – 正午 12 時	 截止登記日期: 2026 年 4 月 16 日
	粵語	2026 年 5 月 5 日 下午 3 時 – 下午 5 時	 截止登記日期: 2026 年 4 月 28 日

有關強積金行政工作之查詢，可致電「積金易」熱線 **183 2622** 或電郵至 enquiry@support.empf.org.hk。你也可以查看「積金易」網站 (www.empf.org.hk) 以獲取更多資訊。

我們持續為閣下服務，如你在該產品或強積金計劃方面有任何疑問，歡迎致電東亞銀行（強積金）熱線 +852 2211 1777 或查看我們的網站 (www.hkbea.com) 。

此致

東亞銀行（信託）有限公司

Dear Employers and Scheme Members,

Thank you for your continued support of BEA (MPF) Industry Scheme. We would like to inform you that the BEA (MPF) Industry Scheme will be onboarded to the eMPF platform on **30th April, 2026** (the "Onboarding Date") tentatively, related administrative work will be handled by the eMPF platform. As a result, there will be certain adjustments to the MPF administration services provided by the Bank of East Asia (Trustees) Limited ("We").

Service Adjustments

1. **Administrative Instructions:** As all related administrative work will be handled by the eMPF Platform, relevant administrative instructions should be submitted to the eMPF Platform after the Onboarding Date. The MPF services provided by BEA Online, BEA Mobile and Corporate Cyberbanking, as well as the Cheque-Deposit-Box at BEA branches will be **suspended** to receive administrative instructions according to the following deadlines. **Please submit a complete and valid administrative instruction to us before the deadline so that it can be processed before the transition to the eMPF Platform. Please note that instructions are subject to arrival at the BEA MPF Administrative Centre, please allow sufficient delivery time if submitted through BEA branches.**

Instructions	Cutoff Date and Time	Channel
Pay Contribution	10 th April, 2026 (11:59pm)	BEA Online
	10 th April, 2026 (5:00pm)	Submitting Remittance Statement to BEA MPF Administration Centre or BEA Branch or Cheque-Deposit-Box
Change of Investment Choice	10 th April, 2026 (11:59pm)	BEA Online / BEA Mobile
	13 th April, 2026 (5:00pm)	Submit designated form to BEA MPF Administration Centre or BEA Branch
Fund Switching	13 th April, 2026 (4:00pm)	BEA Online / BEA Mobile / Submit designated form to BEA MPF Administration Centre or BEA Branch








In addition, the MPF functions under **IVRS of BEA Phone banking** and **ATMs** have **ceased** to operate. After the scheme has been onboarded, please submit your MPF administration instructions on the eMPF Web Portal or eMPF Mobile App, or use the designated MPF administration forms to manage your MPF.

2. **Payment Receipt Date:** After the transitional period, the payment receipt date will depend on **the receipt date by eMPF Platform**. Please be aware that contribution surcharges might be incurred if MPF contribution payments have mistakenly dropped off to the wrong location.
3. **Payment Contributions:** The eMPF Platform **does not accept any cash payments for contributions**. You may deposit your cheques for contribution payment in the drop-in box, or make electronic payments on the eMPF Platform.








4. **New Administrative Forms:** The existing MPF administrative forms will **expire on 30th June, 2025**. To avoid declined applications from the eMPF Platform, please use the administrative forms issued by the eMPF Platform before the expiry date.

Besides, in order to learn more about the eMPF Platform and get prepared for the onboarding, you are cordially invited to join the **introductory seminar** that is hosted by the eMPF Platform Company Limited.

Online Seminar for Employers

Seminar Details	Language	Date and Time	Interested parties shall <u>register</u> for the seminar before the cut-off date
Format: Online Seminar Topics: <ul style="list-style-type: none"> • Introduction of eMPF • eMPF registration and user login activation • Walkthrough of functionalities of eMPF Web Portal and Mobile App • Important date and required actions from Employers 	Cantonese	15 th January, 2026 3:00pm – 5:00pm	 Register on or before 8th January, 2026.
	Cantonese	5 th February, 2026 10:00am – 12:00nn	 Register on or before 29th January, 2026..
	Cantonese	10 th March, 2026 3:00pm – 5:00pm	 Register on or before 3rd March, 2026
	Cantonese	26 th March, 2026 10:00am – 12:00nn	 Register on or before 19th March, 2026.
	Mandarin	10 th April, 2026 3:00pm – 5:00pm	 Register on or before 2nd April, 2026.
	English	21 st April, 2026 10:00am – 12:00nn	 Register on or before 14th April, 2026.
	Cantonese	27 th April, 2026 3:00pm – 5:00pm	 Register on or before 20th April, 2026.

Online Seminar for Scheme Members

Seminar Details	Language	Date and Time	Interested parties shall <u>register</u> for the seminar before the cut-off date
Format: Online Seminar Topics: <ul style="list-style-type: none"> • Introduction of eMPF • eMPF registration and user login activation • Walkthrough of functionalities of eMPF Web Portal and Mobile App • Important date and required actions from Scheme Members 	Cantonese	19 th January, 2026 3:00pm – 5:00pm	 <u>Register</u> on or before 12 th January, 2026
	Cantonese	6 th February, 2026 3:00pm – 5:00pm	 <u>Register</u> on or before 30 th January, 2026.
	Cantonese	13 th March, 2026 10:00am – 12:00nn	 <u>Register</u> on or before 6 th March, 2026.
	Cantonese	30 th March, 2026 3:00pm – 5:00pm	 <u>Register</u> on or before 23 rd March, 2026
	Mandarin	14 th April, 2026 3:00pm – 5:00pm	 <u>Register</u> on or before 8 th April, 2026..
	English	23 rd April, 2026 10:00am – 12:00nn	 <u>Register</u> on or before 16 th April, 2026..
	Cantonese	5 th May, 2026 3:00pm – 5:00pm	 <u>Register</u> on or before 28 th April, 2026

For enquiries about MPF administration, you can reach out to the eMPF Hotline on **183 2622** or send an email to enquiry@support.empf.org.hk. You can also visit eMPF website (www.empf.org.hk) for more information.

We will continue to serve your needs, should you have any enquiries about the product or scheme-specific information, please contact BEA (MPF) Hotline on +852 2211 1777 or visit our website (www.hkbea.com).

Yours faithfully,
Bank of East Asia (Trustees) Limited