

ING MPF Master Trust Basic Scheme

Third Addendum To Explanatory Memorandum

This Third Addendum should be read in conjunction with and forms an integral part of the ING MPF Master Trust Basic Scheme Explanatory Memorandum dated 6 January 2006, as amended by the Addendum to the Explanatory Memorandum dated 31 March 2008 (the "First Addendum") and the Second Addendum to the Explanatory Memorandum dated 25 September 2009 (the "Second Addendum") (together, the "Explanatory Memorandum") and should not be distributed separately.

1. Changes to Part II "Introduction"

With effect from 1 April 2010, Part II of the Explanatory Memorandum is amended as follows:

1.1 Paragraph 11 is deleted and replaced with the following:

"On becoming a member, a membership enrolment form (in respect of an employee) / participation form for self-employed person (in respect of a self-employed person) / preserved account membership enrolment form (in respect of a preserved member) / additional voluntary contributions application form (in respect of a member who makes additional voluntary contributions) indicating how the member wishes his contributions to be invested should be completed. Such a choice will remain unchanged until an appropriate switching form is completed by the member and received by the Trustee. If no investment instruction is elected in the membership enrolment form / participation form for self-employed person / preserved account membership enrolment form / additional voluntary contributions application form, the Trustee shall invest those contributions in the ING MPF Basic Scheme Capital Guaranteed Portfolio. The employer cannot determine how the contributions are invested on behalf of the employee.

If a member wishes to make additional voluntary contributions, a separate account independent from his existing employee account / self-employed person account / preserved account will be set up. The additional voluntary contributions will be invested in such separate account in accordance with the investment instruction as elected in the additional voluntary contributions application form or the latest investment instruction given by the member subsequently."

1.2 The following is inserted as paragraph 21A after paragraph 21:

"It should be noted that a separate account will be set up for any member who makes additional voluntary contributions. The guarantee in respect of the members' accrued benefits derived from additional voluntary contributions will be determined separately and will be subject to the same qualifying conditions as stated in paragraphs 19 through 28 of this Part II. It is independent of the accrued benefits or guarantee of the account that keeps the mandatory contributions and voluntary contributions."

1.3 The following is inserted as paragraph 29 after paragraph 28:

"It should be noted that the illustrating examples of capital guarantee mechanism in paragraph 28 above are also applicable to members who make additional voluntary contributions."

2. Changes to Part IV "Membership, Contribution, Switching, Portability & Payment of Benefits"

With effect from 1 April 2010, Part IV of the Explanatory Memorandum is amended as follows:

2.1 Paragraph 1 is deleted and replaced with the following:

"Membership is open to employees (of employers who participate in the Scheme), self-employed persons and preserved member."

2.2 Paragraph 3 is deleted and replaced with the following:

"Employees and preserved members are required to complete an appropriate membership enrolment form."

2.3 Paragraph 5 is deleted and replaced with the following:

"Contributions to the Scheme can only be made to the Trustee. Contributions to the Scheme will be classified as mandatory contributions, voluntary contributions or additional voluntary contributions."

2.4 Paragraph 10 is deleted and replaced with the following:

"Voluntary contributions through employment are normally established through a contract of employment or through an agreement between the employer and employee. Subject to the discretion of the Trustee, additional voluntary contributions i.e. voluntary contributions other than through employment, maybe made by an existing member to the Scheme.

Any existing member of the Scheme may make additional voluntary contributions in a minimum monthly amount of HK\$500; or in a lump sum of HK\$5,000 or more."

2.5 Paragraph 13 is deleted and replaced with the following:

“For ING MPF Basic Scheme Capital Guaranteed Portfolio, switches may be made once in each calendar year, with no specific date or period of time being imposed. For all other Constituent Funds, there is currently no limit on the number of switches and change of investment choices which may be made in any calendar year.”

2.6 Paragraph 15 is deleted and replaced with the following:

“A member who is an employee has the following 4 options when he changes employment:

- a) Leave the accrued benefits from mandatory contributions and voluntary contributions with the Scheme, and the member will become a preserved member.
- b) If the new employer participates in the Scheme, transfer the accrued benefits from mandatory contributions and voluntary contributions to the Employer's Account of such employer in the Scheme.
- c) Transfer the accrued benefits from mandatory contributions and voluntary contributions to another master trust scheme.
- d) Transfer the accrued benefits from mandatory contributions and voluntary contributions to an existing account in an industry scheme (if eligible).

If no such election is made within 3 months after the Trustee has been notified of the termination of the member's employment, the member's accrued benefits from mandatory contributions and voluntary contributions will remain with the Scheme and the member will become a preserved member. For a member who makes additional voluntary contributions, his accrued benefits from additional voluntary contributions will be retained in the additional voluntary contributions account in the Scheme until a request for withdrawal or closure of such account is received by the Trustee.”

2.7 Paragraph 16 is deleted and replaced with the following:

“In the case of a self-employed member, he may at any time elect to transfer his accrued benefits from mandatory contributions and voluntary contributions under the Scheme to another master trust scheme or, if eligible, an industry scheme. A self-employed member has the following 4 options when he ceases to be self-employed:

- a) Leave the accrued benefits from mandatory contributions and voluntary contributions with the Scheme, and the member will become a preserved member.
- b) If the employer of the member participates in the Scheme, transfer the accrued benefits from mandatory contributions and voluntary contributions to the Employer's Account of such employer in the Scheme.
- c) Transfer the accrued benefits from mandatory contributions and voluntary contributions to another master trust scheme.
- d) Transfer the accrued benefits from mandatory contributions and voluntary contributions to an existing account in an industry scheme (if eligible).

If the self-employed member fails to make an election within 3 months after the Trustee has been notified of the cessation of the member's self-employment, the member's accrued benefits from mandatory contributions and voluntary contributions will be retained in his account in the Scheme or, at the option of the Trustee, the member may be treated as having made an election to become a preserved member and the member's accrued benefits from mandatory contributions and voluntary contributions will be transferred to a preserved account in the Scheme. For a self-employed member who makes additional voluntary contributions, his accrued benefits from additional voluntary contributions will be retained in the additional voluntary contributions account in the Scheme until a request for withdrawal or closure of such account is received by the Trustee.”

2.8 The second and third sentence under paragraph 17 is deleted and replaced with the following:

“Unless the member has already informed the Trustee in writing of his preferred option in dealing with his accrued benefits from mandatory contributions and voluntary contributions, the Trustee will send an option election form (which will contain all the relevant options stipulated in paragraph 15 or 16) to the member within 30 days after notification of termination of employment or cessation of self-employment is received by the Trustee. Upon receipt of an option election form, the Trustee will, within 30 days, transfer the accrued benefits from mandatory contributions and voluntary contributions of the member in accordance with the member's election.”

2.9 Paragraph 20 is deleted and replaced with the following:

“Where sections 12A (6A) and (6B) of the MPF Ordinance apply, the new employer (as that term is defined in the MPF Ordinance) of a member may elect to have the member's accrued benefits from mandatory contributions and voluntary contributions in the Scheme transferred to a master trust scheme in which the new employer is a participant (including the new employer's Employer's Account in the Scheme) and by giving written notice of the election to the Trustee within the permitted period.”

2.10 Paragraph 21 is deleted and replaced with the following:

“A preserved member may at any time elect to transfer his accrued benefits from mandatory contributions and voluntary contributions to another registered scheme. For a preserved member who makes additional voluntary contributions, his accrued benefits from additional voluntary contributions will be retained in the additional voluntary contributions account in the Scheme until a request for withdrawal or closure of such account is received by the Trustee.”

2.11 The following is inserted as paragraph 21A after paragraph 21:

“In the case of a member who makes additional voluntary contributions, transfer of accrued benefits from additional voluntary contributions to another registered scheme will not be catered for. However, the member may withdraw additional voluntary contributions as he wishes (See “Payment of Members' Benefits” section below) or request to close his additional voluntary contributions account.”

- 2.12 The following is inserted after the words “Any member may withdraw additional voluntary contributions as he wishes, provided that the amount of each withdrawal must be HK\$3,000 or more” in the third sentence under paragraph 24:
“; the withdrawal must be in a multiple of 5% of total additional voluntary contributions balance or individual fund balance;”

3. Changes to Part IX "Additional Information"

With effect from 1 April 2010, the following is inserted as paragraph 15 under Part IX of the Explanatory Memorandum:

“Anti-Money Laundering

As part of the Trustee’s responsibility to prevent money laundering, the Trustee may require additional information as necessary and may refuse to accept or process any additional voluntary contributions application, contributions or withdrawal.”

ING PENSION TRUST LIMITED

1 March 2010