

Personal Account Enrolment



**Mobile App
User Guide**

Preface

This user guide provides step-by-step instructions on how a scheme member can open a Personal Account in an MPF scheme on the **eMPF Mobile App**. All screenshots are for illustration purposes only. The actual design of the app interface may be different.

For any enquiries regarding the **eMPF Platform**, please contact us through the following channels:

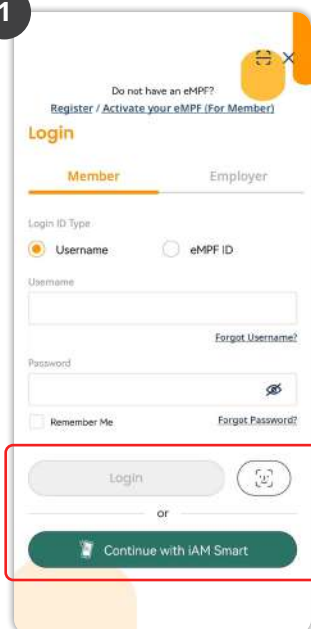
eMPF Customer Service Hotline	183 2622
Email	enquiry@support.empf.org.hk
eMPF Service Centre	Hong Kong Island Unit 601B, 6/F, Dah Sing Financial Centre, No. 248 Queen's Road East, Wanchai, Hong Kong
	Kowloon Suites 1205-6, 12/F, Chinachem Golden Plaza, No. 77 Mody Road, Tsim Sha Tsui East, Kowloon
	New Territories Suite 1802A, 18/F, Tower 2, Nina Tower, No. 8 Yeung Uk Road, Tsuen Wan, New Territories
	Opening Hours Monday to Friday : 9:00 a.m. to 6:00 p.m. Saturday : 9:00 a.m. to 1:00 p.m. Closed on Sunday and Public Holiday

Version: 1.1
Date : 27 Jan, 2025

Personal Account Enrolment

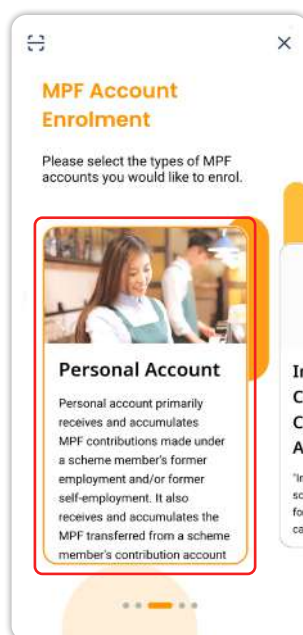
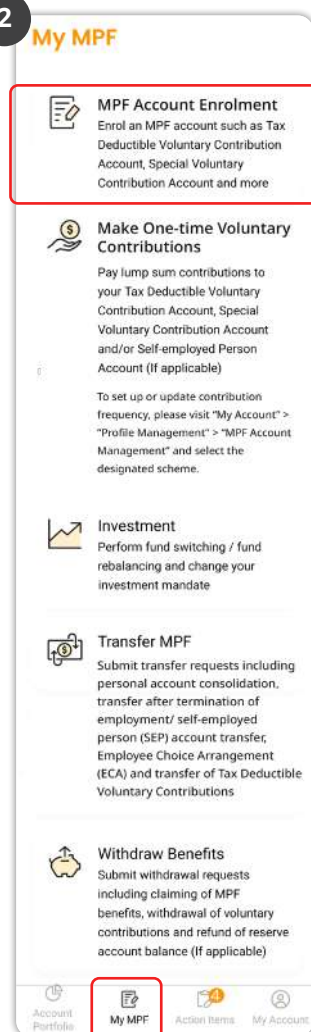
Please follow the steps below to open a **Personal Account** via the **eMPF** Mobile App.

1

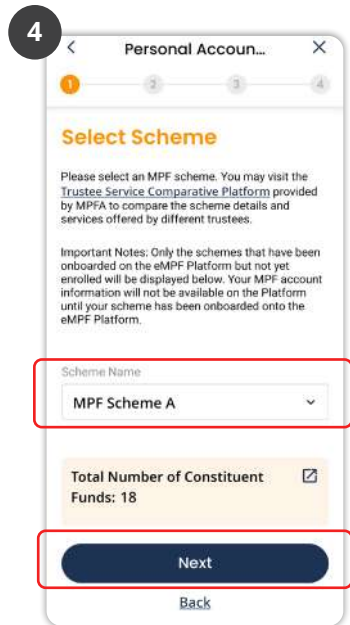
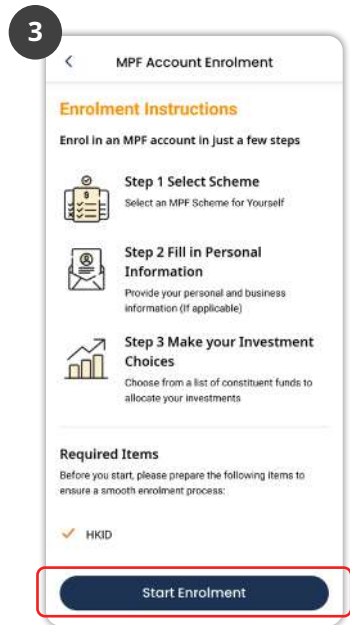


1 Log in to the **eMPF** Mobile App.

2

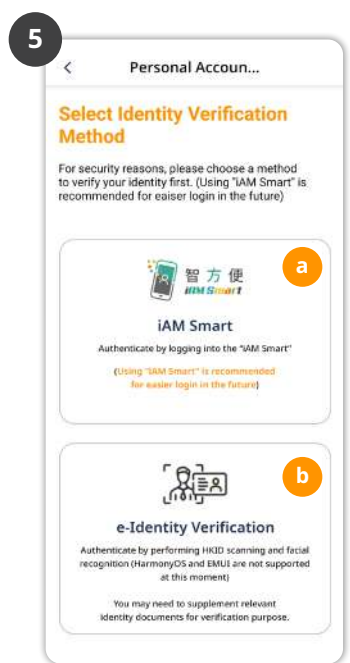


2 Tap **"My MPF"** on the menu bar and tap **"MPF Account Enrolment"**. Then select **"Personal Account"**.



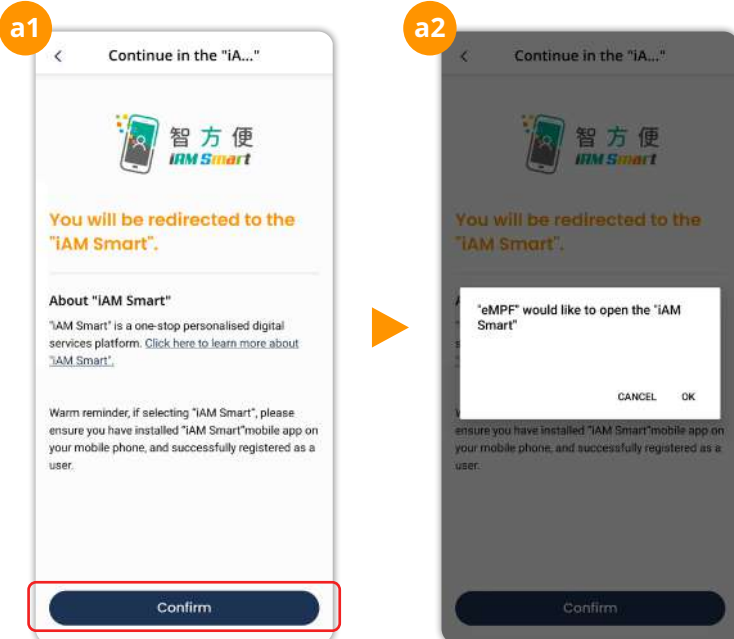
3 Read the instructions and tap **Start Enrolment**.

4 Select a **Scheme** to enrol and tap **Next**.



5 According to the chosen scheme, you might be required to verify your identity, please select an identity verification method:
a) **"iAM Smart"** or b) **"e-Identity Verification"**.

a) Verify with "iAM Smart"



a1 Download the **"iAM Smart"** mobile app to your smartphone and register as an **"iAM Smart"** user.

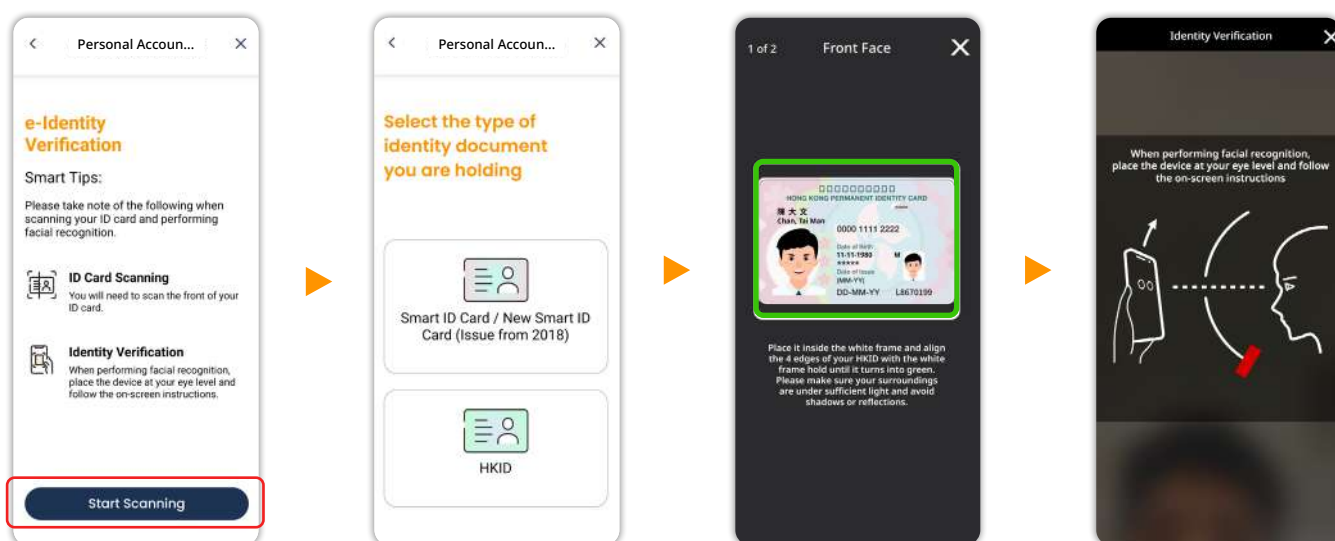
a2 Follow the instructions and perform the subsequent steps as indicated on your **"iAM Smart"** mobile app.

b) Verify with "e-Identity Verification"



Tips: Please have your HKID card ready for identity verification.

b1 Tap **Start Scanning** and perform the subsequent steps as indicated on your **eMPF** Mobile App.



► Continue the Enrolment Process via eMPF Mobile App

6

6 After you complete the authentication process via **"iAM Smart"** or **"e-Identity Verification"**, some of your personal information will be pre-filled automatically. Please review if the pre-filled information is correct and fill in the remaining information including Contact Information, Address and more. Then, tap **Next**.



Remarks: If the way of communication in MPF account enrolment is different with the **eMPF Platform**, all notifications will be sent according to the record from the **eMPF Platform**.



Tips: Please remember to verify your **email address** and/or **mobile phone number** by tapping the **"Verify"** button next to these 2 fields. You will receive a one-time passcode through **email** and/or **SMS** respectively, simply enter the verification code to finish the verification.

7

Personal Account...

Investment Choice

You should identify the risk class of different funds and gauge your own risk tolerance level before making investment choices.

Please indicate which of the following constituent fund(s) you would like to invest in. The mandatory contributions and voluntary contributions (if any), will be invested according to the investment choice you provide in the table below. The investment allocation percentages should be in whole numbers (e.g. 50% not 50.5%) and the total should be 100%.

About DIS details, please refer to MPFA Website: <https://www.mpfa.org.hk/en/mpf-investment/portfolio/default-investment-strategy>

Mandatory Contribution Allocation	Voluntary Contribution Allocation
0%	0%
Fund A 30%	Risk Class 1
Fund B 30%	Risk Class 1
Fund C 40%	Risk Class 1

Total: 100%

Next

8

Personal Account...

Confirmation

Step 1 - Select Scheme

✓ Select Scheme

Step 2 - Personal Information

✓ Personal Details

✓ Contact Information

✓ Address

✓ Way of Communication

✓ Common Reporting Standard Form

Step 3 - Investment Choice

✓ Investment Choice

MPF Intermediary Information (If applicable)

Do you want to submit intermediary information?

☐ Yes

☒ No

Submit

7 Indicate your investment choice and tap **Next**.

8 Review the information and tap **Submit**.

9

Terms and Conditions

By clicking the "Accept" button, you confirm that you have read and agree to be bound by the Terms & Conditions below.

Terms and Conditions

A. Participation Agreement

B. Important Notes

1. Please read the MPF Scheme Brochure, "Personal Information Collection Statement" ("PICS"), the PICS of the eMPF Platform and following Important Notes before submitting this application. You can download the MPF Scheme Brochure by visiting eMPF Web Portal (eMPF).

2. If the Member is in doubt about the contents of this application, the MPF Scheme Brochure or the trust deed of the Scheme ("Trust Deed"), the Member should consult his/her solicitor, accountant or financial adviser.

Accept

Decline

10

Enrolment Request Submitted

Reference No.: END0108595000143348

Submission Date & Time: 06/13/2024, 16:20

Your account enrolment request has been submitted. We will send you the enrolment results once available.

Go to My Record

Back to Home

9 Read the Terms & Conditions and tap **Accept**.

10 Your enrolment request has been submitted. We will send you the enrolment result once it is available via email or SMS.

- End -