

# Complete Casual Employee Enrolment under an MPF Industry Scheme Initiated by Employers



**Mobile App  
User Guide**

# Preface

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This user guide provides step-by-step instruction on how employee(s) can complete casual employee enrolment under an MPF industry scheme initiated by employers 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:

<b>eMPF Customer Service Hotline</b>	183 2622
<b>Email</b>	enquiry@support.empf.org.hk
<b>eMPF Service Centre</b>	<b>Hong Kong Island</b> Unit 601B, 6/F, Dah Sing Financial Centre, No. 248 Queen's Road East, Wanchai, Hong Kong
	<b>Kowloon</b> Suites 1204-6, 12/F, Chinachem Golden Plaza, No. 77 Mody Road, Tsim Sha Tsui East, Kowloon
	<b>New Territories</b> Suite 1802A, 18/F, Tower 2, Nina Tower, No. 8 Yeung Uk Road, Tsuen Wan, New Territories
	<b>Opening Hours</b> 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: 1.0

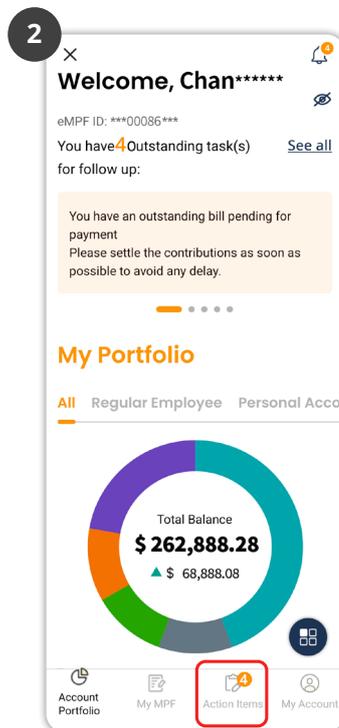
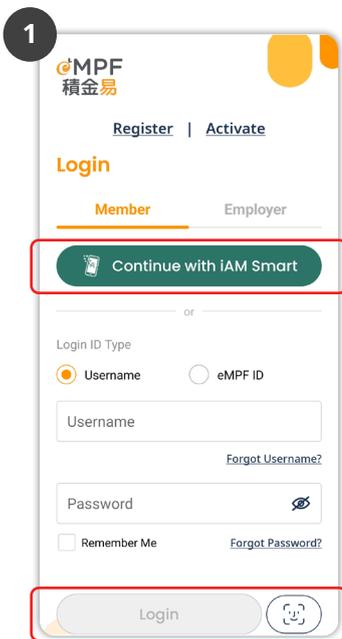
Date : 3 Mar, 2026

# Complete Casual Employee Enrolment under an MPF Industry Scheme Initiated by Employers

After your employer enrolled you in an MPF Industry Scheme via the **eMPF Platform**, you will receive a notification email or SMS. To complete the enrolment, please log in to **eMPF™** and follow the steps below.

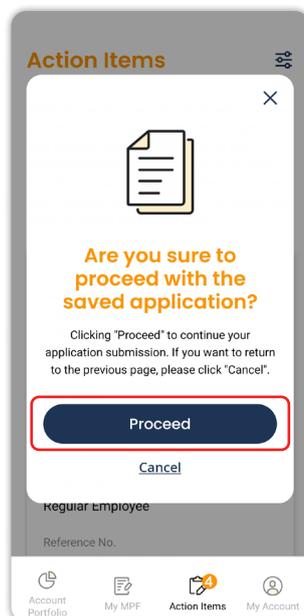
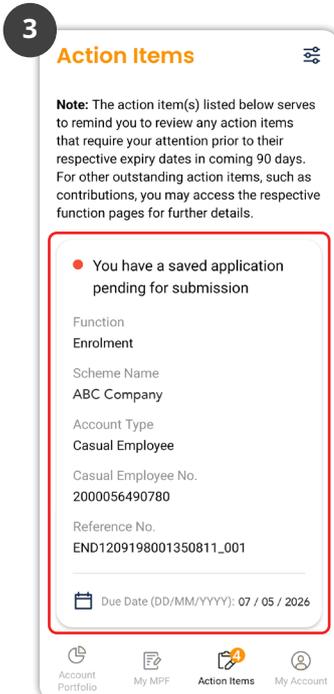


**Remarks:** Non-registered **eMPF** users will receive a notification email or SMS. Please register for **eMPF** first to complete the enrolment process.



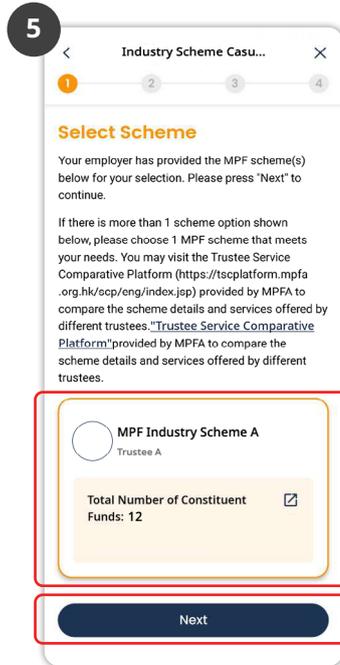
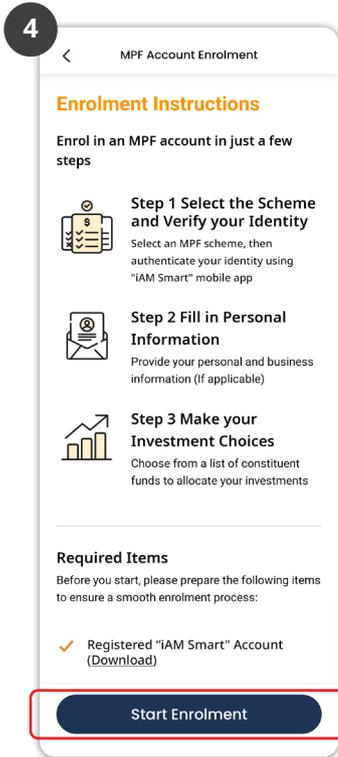
1 Log in to the **eMPF** Mobile App.

2 Tap **"Action Items"** on the menu bar.



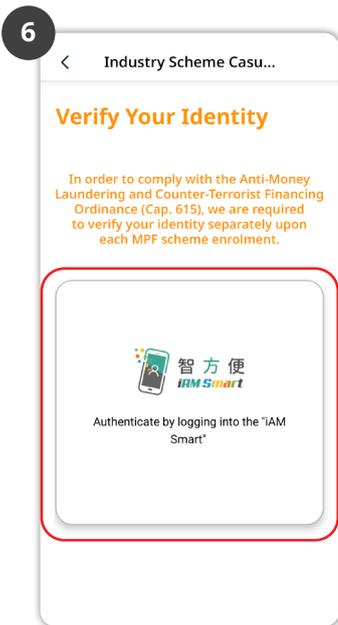
3 Select **"You have a saved application pending for submission"**. Then tap **Proceed**.

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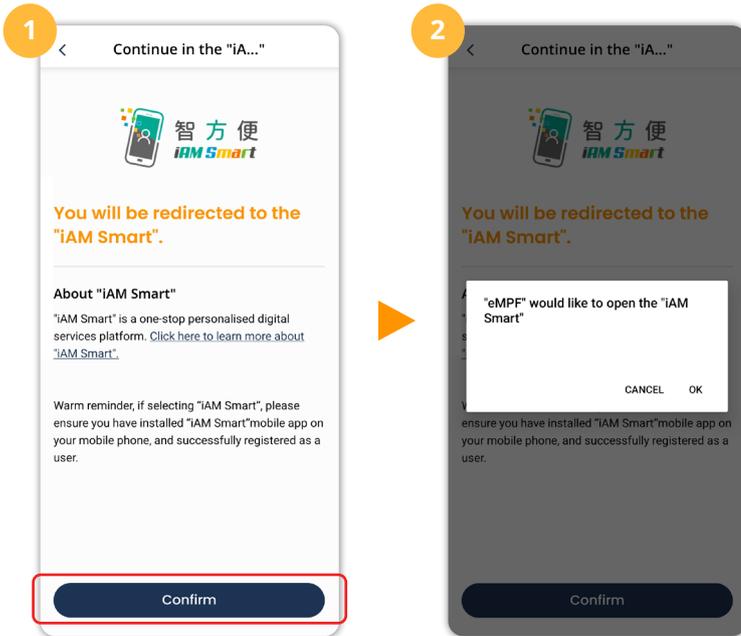
**4** Read the instructions and tap **Start Enrolment**.

**5** Select an **Industry Scheme** to enrol and tap **Next**.



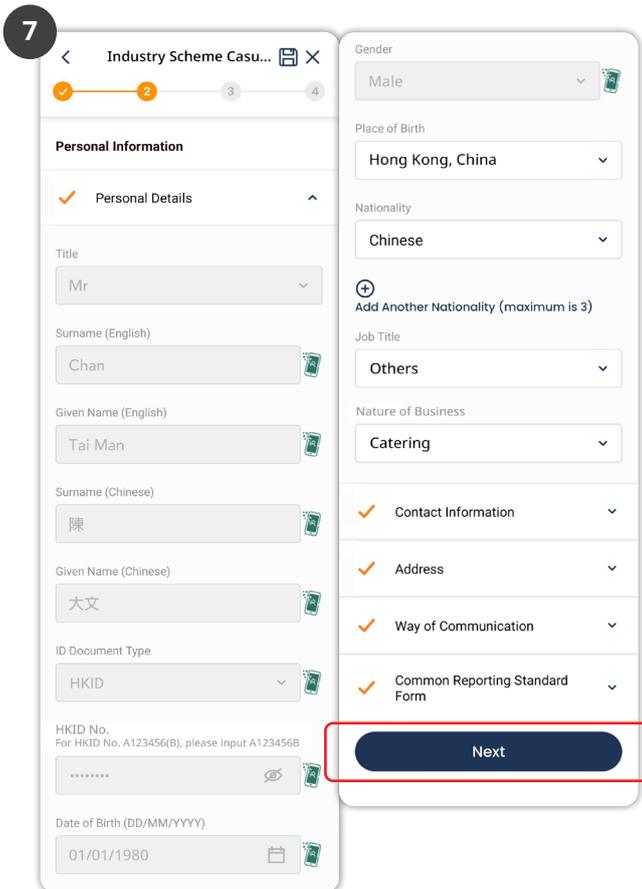
**6** Please verify with **"iAM Smart"**.

## Verify with "iAM Smart"



- 1 Download the "iAM Smart" mobile app to your smartphone and register as an "iAM Smart" user.
- 2 Follow the instructions and perform the subsequent steps as indicated on your "iAM Smart" mobile app.

## ▶ Continue the Enrolment Process via eMPF™ Mobile App



- 7 After you complete the authentication process via "iAM Smart", 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**.

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**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.

**8**

**9**

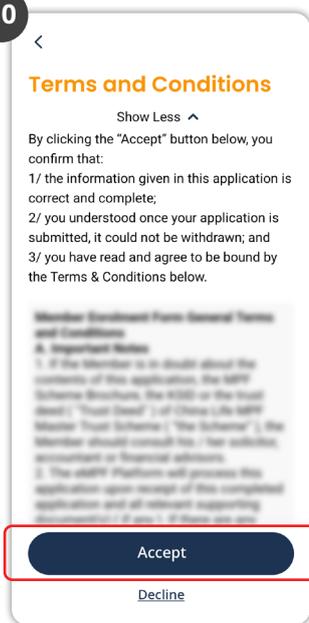
**8** Indicate your investment choice and tap **Next**.



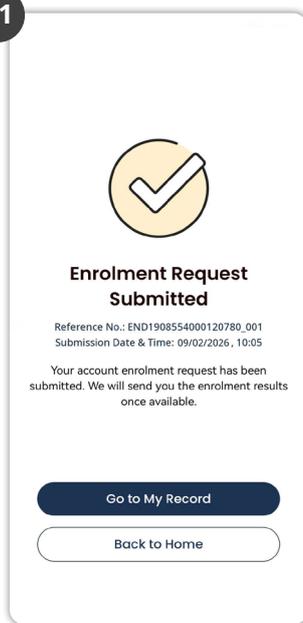
**Remarks:** If you do not make any investment choice, contributions will be wholly invested in the Default Investment Strategy (DIS).

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

10



11



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

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

- End -