

Part I. Employer Details 僱主資料		
Name of Company 公司名稱	(English)	Participating Plan No. 參與計劃編號
	(中文)	

Part II. Employee Termination 僱員離職申報							
HKID Card / Passport* No. 香港身份證 / 護照*號碼	Name of Employee 僱員姓名	Last Date of Employment 最後受僱日期 (D 日-M 月-Y 年)	Last Contribution Month 離職前最後供款月份 (M 月 - Y 年)	Termination Code ^{Note1} 終止類型 ^{註1}	Amount of LSP / SP Paid ^{Note2} 已付長期服務金 / 遣散費金額 ^{註2}	Final Average Monthly Relevant Income ^{Note3} 最終每月平均有關入息 ^{註3}	Deferred Withdrawal of Benefits ^{Note4 & 5} 延遲提取權益 ^{註4 及 5}
		- -	-				<input type="checkbox"/> Yes
		- -	-				<input type="checkbox"/> Yes
		- -	-				<input type="checkbox"/> Yes
		- -	-				<input type="checkbox"/> Yes
		- -	-				<input type="checkbox"/> Yes

Notes 註:

(1) Termination Code: 終止類型

'01' – Retirement 退休	'05b' – Dismissal (Non-forfeiture of ERVC's vested benefit) 解僱 (保留已歸屬之僱主供款權益)	'10' – Total Incapacity 完全喪失行為能力
'02' – Ill Health 健康理由	'06' – Transfer to Associated Company / Transfer due to Change of Business Ownership ^{Note7} 聯繫公司之轉職 / 因業務擁有權變動之轉職 ^{註7}	'14' – Redundancy 裁員/遣散
'03' – Death 死亡	'07' – Early Retirement 提早退休	
'04' – Resignation 辭職	'08' – Permanent Departure from Hong Kong 永久性地離開香港	
'05a' – Dismissal (Forfeiture of ERVC's vested benefit) ^{Note6} 解僱 (喪失已歸屬之僱主供款權益) ^{註6}		

(2) Employer must complete this part for claiming reimbursement of Long Service Payment / Severance Payment (LSP / SP) amount from employer's contribution account. In addition, please provide supporting documents, e.g. original copy of employee's acknowledgement for receipt of payment. For terminated employees who join the Scheme after 1 December 2000, please complete the **Minimum MPF Benefit Transfer Form [FORM: MMB (REE) - ORSO]** in order to expedite the process to reimburse LSP / SP amount. 僱主若申請從僱主之供款帳戶中發還已付之長期服務金 / 遣散費, 必須填寫此欄。此外, 請提供有關文件, 如: 僱員已確認收款證明正本。若離職僱員在 2000 年 12 月 1 日之後成為計劃成員, 請同時遞交「**最低強制性公積金利益轉移表格**」[FORM: MMB (REE) - ORSO] 以便加快處理發還已付之長期服務金 / 遣散費。

(3) Only applicable for terminated employees who are dismissed by the company or who join the Scheme after 1 December 2000. For terminated employees who join the Scheme after 1 December 2000, please complete the **Minimum MPF Benefit Transfer Form [FORM: ORSO-MMB(REE)]**. In general, the amount is the average relevant income of the last 12 months, subject to maximum relevant income. 只適用於被解僱或在 2000 年 12 月 1 日之後成為計劃成員之離職僱員。若離職僱員在 2000 年 12 月 1 日之後成為計劃成員, 請同時遞交「**最低強制性公積金利益轉移表格**」[FORM: MMB (REE) - ORSO]。此金額一般為過往 12 個月的平均有關入息, 以最高有關入息為上限。

(4) Please mark "✓" in the box if you approve deferred withdrawal of Benefit of the respective terminated employee. 如僱主批准有關僱員之延遲提取權益, 請於方格內填上“✓”號。

(5) For member who has been approved for deferred withdrawal of benefits, please complete and return the **Deferred Withdrawal of Benefits Application Form [FORM: DR(REE) - ORSO]** together with this Employee Termination Notice. 如成員獲准延遲提取權益, 請填妥「**延遲提取權益申請表格**」[FORM: DR(REE) - ORSO]連同本僱員離職通知書一併遞交。

(6) This termination reason is only applicable to member who has been dismissed by the employer because of fraud, dishonesty or gross misconduct against the employer. 此離職原因只適用於如因欺詐、不誠實或行為粗鄙失當而遭僱主解僱之僱員。

(7) For transfer between associated companies or due to change of business ownership, please complete the **Transfer of Accrued Benefit Upon Intra-group Transfer / Change of Business Ownership Form [FORM: TPT (REE) - ORSO]**. 如屬於聯繫公司或因業務擁有權變動之轉職, 請填妥「**聯繫公司 / 更改業務擁有權之僱員累算權益轉移表格**」[FORM: TPT (REE) - ORSO]。

* Delete as appropriate 請刪去不適用者

Part III. Personal Information Collection Statement 收集個人資料聲明

The personal data provided by or in respect of Members and Participating Employers of the BCT Premier Pooled ORSO Retirement Plan ("the Plan") and / or their dealing / transaction details will only be accessed and handled by properly authorised staff of Bank Consortium Trust Company Limited ("BCT") and its properly authorised service providers and may be used, disclosed and / or transferred (whether in or outside Hong Kong) to such persons as BCT or any of its service providers may consider necessary, including governmental authorities and regulators, and any of BCT's direct and indirect shareholders, subsidiaries and affiliated companies (and the subsidiaries and affiliated companies of the said shareholders including BCT Financial Limited) (collectively referred to as "BCT Related Companies") for any purpose of and / or in connection with (i) any service as may be provided to them such as provident fund services and financial advice / planning services including, but not limited to the processing, administering, managing, and analysing of their, as the case may be, contributions, accrued benefits and portfolios; (ii) furthering and / or improving the provision of services by BCT or BCT Related Companies to customers generally (including the facilitation of the provision of services to enable the customers of BCT or BCT Related Companies generally to access (provident fund or other) account details through the internet and / or automated teller machine networks such as JETCO); (iii) compliance with applicable laws and regulations, and / or (iv) any other purposes relating to the above. If there is any change in the information provided, BCT should be notified as soon as practicable. Failure to provide the information requested may result in BCT being unable to process the instructions.

Members and Participating Employers have a right to request access to and correction of any personal data or to request that personal data about them not be used for direct marketing purposes. Requests can be made in writing to the Data Protection Officer at BCT, 18/F Cosco Tower, 183 Queen's Road Central, Hong Kong.

由銀聯信託超卓匯集退休計劃(「本計劃」)成員及參與僱主所提供或相關之個人資料及 / 或他們的買賣 / 交易細節僅供銀聯信託有限公司(「銀聯信託」)及其正式授權之服務供應商正式授權之職員使用及處理, 及在銀聯信託或其任何服務供應商認為有需要時, 或被使用、披露及 / 或轉移(在香港境內或境外)予個別人士, 包括政府機關、監管機構及任何銀聯信託直接及間接的股東、附屬公司及聯屬公司(及前述股東的附屬公司及聯屬公司包括銀聯金融有限公司)(全部被視為「銀聯信託相關公司」)為任何用途及 / 或有關於(一)任何可能向他們提供的服務, 例如退休金服務及財務建議 / 財務計劃服務包括但不限於處理、掌管、管理及分析供款、累算權益及投資組合, 視乎情況而定;(二)進一步及 / 或提升銀聯信託或銀聯信託相關公司提供予客戶之一般服務(包括協助提供服務以令銀聯信託或銀聯信託相關公司之客戶可於互聯網及 / 或自動櫃員機網絡例如銀通處理(退休金或其他)戶口資料);(三)遵守適用之法律及規例及 / 或(四)任何與上述有關之其他用途。如所提供資料有所變更, 請在可行的情況下儘快通知銀聯信託。未能提供所需資料可能導致銀聯信託不能處理有關指示。

成員及參與僱主有權要求查閱或更改任何個人資料或要求個人資料不被用作直銷之用。請以書面聯絡銀聯信託之資料保護主任, 香港皇后大道中 183 號中遠大廈 18 樓。

Part IV. Declaration and Signature 聲明及簽署

- (1) I / We understand and agree to the terms of the Personal Information Collection Statement as set out in this form.
- (2) I / We undertake that if there is any change in the information so provided, I / we shall notify BCT as soon as reasonably practicable.
- (3) I / We declare that to the best of my / our knowledge and belief, the information given in this form and / or its attachment(s), if any, is correct and complete.
- (4) I / We confirm that I / we have obtained the consent of the above employee(s) with regard to the information provided herein above to BCT and we have verified all the information provided herein is true and accurate in all respects. I / We further confirm that for any claims of LSP / SP reimbursement from employer's contribution account, the LSP / SP paid by my / our company is calculated and paid to the relevant employee in accordance with the Employment Ordinance.
- (5) I / We agree and confirm that this form serves as the written agreement to terminate the membership of the member(s) listed under my / our participating plan.

- (1) 本人 / 吾等明白及同意於此表格之收集個人資料聲明條款。
- (2) 本人 / 吾等承諾若所提供之資料有任何更改, 將儘快通知銀聯信託。
- (3) 本人 / 吾等聲明, 盡本人 / 吾等所知及所信, 本表格及隨附之文件(如有)所提供的資料均屬正確無訛且無缺漏。
- (4) 本人 / 吾等確認本人 / 吾等已獲上述僱員之同意向銀聯信託提供有關上述申報僱員的資料, 並已查核就此通知書內所提供之資料於各方面均為真實及正確。本人 / 吾等並確認就已付之長期服務金或遣散費而提出從僱主供款戶口發還有關金額(如有), 均根據僱傭條例而計算及支付予有關僱員。
- (5) 本人 / 吾等同意及確認此表格作為書面同意終止所列僱員於本人 / 吾等計劃的成員資格。

S.V.

Authorised Signature(s) with Company Stamp 有效簽署及公司印章

Date (D / M / Y) 日期(日 / 月 / 年)

BCT USE ONLY 銀聯信託專用

Date Received:

Input By:

Verified By:

Remarks: