



**BCT**  
銀聯集團



# eEnrolment

## New Employee Registration is Simple!

Employee / Casual Employee  
User Guide

Once employer registers employee's information to the eEnrolment platform, the new employee will receive a SMS or/and an email with enrolment link. The employee should follow the steps below to complete the enrolment process. Casual employee of "BCT (MPF) Industry Choice" should complete enrolment at [www.bcthk.com/en/enroll](http://www.bcthk.com/en/enroll) or scan the QR code.

## 3 Steps to Complete Enrolment

### Step

#### Regular Employee

Receive SMS and / or email, click the link to register at the "eEnrolment" website

#### Casual Employee

Go to the "eEnrolment" website directly – [www.bcthk.com/en/enroll](http://www.bcthk.com/en/enroll) or scan QR code to do self-registration



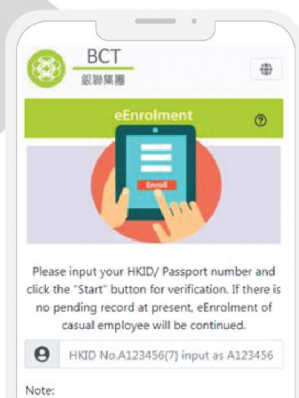
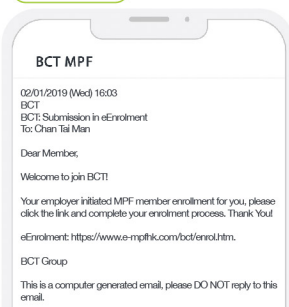
1

#### SMS

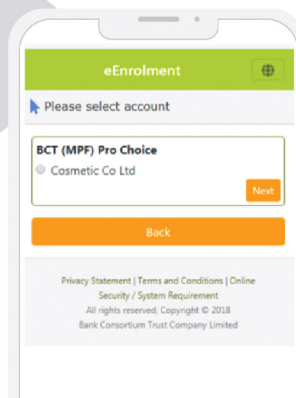


And / Or

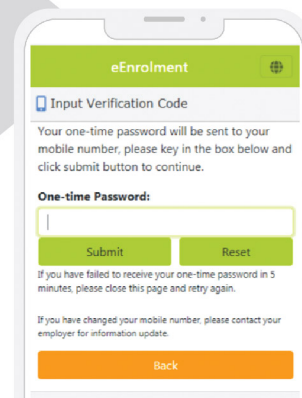
#### Email



Input HKID / Passport No. on "eEnrolment" website (no need to input brackets)



Select account for registration



Input one-time password (applicable to regular employee only)

## Step

### Input Personal Information, Complete Tax Residency Self-Certification and Select Fund

# 2

Provide personal information including Identity Document Type, English Name, Date of Birth, Address, HK Mobile No., Email Address and other information

Confirm to read Tax Residency Self-Certification Important Notes

Declare your Tax Residence by select Yes / No in "Hong Kong ONLY"

If your Tax Residence is No in "Hong Kong ONLY", please provide all countries/jurisdictions where you are a resident for tax purposes

Register for other electronic services and select Means of Communication

Indicate your Investment Mandate

Enter validation code

## Step

### Confirmation and E-Signature

# 3

Ensure and confirm the accuracy of the information

Mobile version - sign by finger

Or

Desktop version - sign by computer mouse

The employee will receive a SMS and / or an email acknowledgement upon registration completed.