

September 25, 2020

This document is important and requires your immediate attention. This notice refers to the MPF Scheme Brochure of the Manulife Global Select (MPF) Scheme (the “**Scheme**”) and is intended to provide a summary of the changes made to the MPF Scheme Brochure for reference. You should refer to the MPF Scheme Brochure and the first addendum for full details of the Scheme. Capitalised terms used in this notice have the same meaning as those defined in the MPF Scheme Brochure. **If you are in doubt about the contents of this document, you should seek independent professional advice.** Manulife Provident Funds Trust Company Limited accepts responsibility for the accuracy of the information contained in this document as at the date of publication.

Notice to participating employers and scheme members of the Manulife Global Select (MPF) Scheme

This part summarises the changes to the Scheme and the implications which are elaborated in the main body of this notice.

- Pursuant to clause 11.11.1 of the Trust Deed of the Scheme, the Manulife MPF 2020 Retirement Fund (“**2020 Retirement Fund**”) will reach its maturity and be terminated on January 4, 2021 (“**Maturity Date**”).
- Subscription and redemption of units in the 2020 Retirement Fund will be suspended starting from December 23, 2020 and December 31, 2020 respectively.
- Members whose investment mandates are to invest future contributions (including transfer-in monies) in the 2020 Retirement Fund can exercise their rights to give an instruction on change of investment instruction for future contributions **on or before December 21, 2020, 4:00pm** Hong Kong time. If no valid instruction is received by the Trustee before the cut-off time, thereafter their investment mandates will be automatically updated, in which the allocation percentage to the 2020 Retirement Fund will be replaced by the same allocation percentage to the Manulife MPF Smart Retirement Fund (“**Smart Retirement Fund**”).
- Members who are holding units of the 2020 Retirement Fund can exercise their rights to give an instruction on fund switching to switch out from the 2020 Retirement Fund **on or before December 30, 2020, 4:00pm** Hong Kong time. If no valid instruction is received by the Trustee before the cut-off time, their units in the 2020 Retirement Fund will be automatically redeemed on January 4, 2021 and the redemption proceeds will be applied to subscribe units in the Smart Retirement Fund on the same day.
- Members may give their new investment mandate and/or fund switching instructions via member online service at www.manulife.com.hk or interactive voice response system, or by paper form.
- Both the 2020 Retirement Fund and the Smart Retirement Fund are Retirement Funds that follow a pre-determined asset allocation strategy. When the 2020 Retirement Fund reaches its maturity, the target asset allocation of its underlying portfolio will be the same as that of the Smart Retirement Fund.
- The management fees of the 2020 Retirement Fund and the Smart Retirement Fund are the same, i.e. 0.99% per annum of net asset value of the fund.

- There will be no bid and offer spreads or other transaction costs in relation to the redemption of units of the 2020 Retirement Fund and the subsequent subscription of units in the Smart Retirement Fund arising from the termination of the 2020 Retirement Fund and the transfer to the Smart Retirement Fund.
- Members should note the cut-off time for different types of instructions (“**Cut-off Time**”) in relation to subscription and redemption of the 2020 Retirement Fund and the arrangement if such instructions are not received or processed by the Trustee before the Cut-off Time, as set out in the **Appendix 1** to this notice.
- New version of application/enrolment forms (with the 2020 Retirement Fund removed) will be made available from December 1, 2020 onwards.

Accordingly, the 2020 Retirement Fund will be removed from the MPF Scheme Brochure with effect from January 5, 2021.

The Trustee confirms that the changes outlined in this notice are in the interests of its Members and will not have any adverse impact on the Scheme or its Members.

If you have any queries in the relation to the changes set out in this notice, Members can call our Customer Service Hotline on 2108 1388 and participating employers can call 2108 1234.

Maturity and termination of the Manulife MPF 2020 Retirement Fund (“2020 Retirement Fund”)

1. Introduction

The 2020 Retirement Fund will mature on January 4, 2021 (“**Maturity Date**”).

On the Maturity Date, all units in the 2020 Retirement Fund held by the Members as at the Maturity Date will be automatically redeemed, and the redemption proceeds shall be applied to invest in and subscribe for units in the Manulife MPF Smart Retirement Fund (“**Smart Retirement Fund**”). On the same day, the 2020 Retirement Fund will be terminated.

2. Investment objectives and policies of the 2020 Retirement Fund and the Smart Retirement Fund

Both the 2020 Retirement Fund and the Smart Retirement Fund are Retirement Funds that follow a pre-determined asset allocation strategy (named the “Glide Path” in the MPF Scheme Brochure).

The Smart Retirement Fund is a matured Retirement Fund, which is designed to enable accrued benefits investing in any other Retirement Funds upon their maturity to be switched to the Smart Retirement Fund. The target asset allocation of its underlying portfolio is to invest around 40% to 60% in equities and equity-related investments, with the remainder investing in bonds, deposits and other investments as permitted under the Mandatory Provident Fund Schemes (General) Regulation.

The 2020 Retirement Fund will reach its maturity on January 4, 2021 and according to the pre-determined asset allocation strategy, the target asset allocation of its underlying portfolio at maturity will be the same as that of the Smart Retirement Fund. Upon the maturity of the 2020 Retirement Fund, the accrued benefits investing in the 2020 Retirement Fund will be switched to the Smart Retirement Fund.

Please refer to sections 3.4.25 and 3.4.24 for further details of the investment objectives and policies of the 2020 Retirement Fund and the Smart Retirement Fund respectively and section 3.5 for further details of the Glide Path for Retirement Funds.

The fund size of the 2020 Retirement Fund as at June 30, 2020 is amounted to HK\$552.7 million for reference.

3. Suspension of subscription and redemption of the 2020 Retirement Fund

To facilitate the termination of the 2020 Retirement Fund upon its maturity on January 4, 2021, subscription and redemption of units in the 2020 Retirement Fund will be suspended starting from December 23, 2020 and December 31, 2020 respectively. Below explains the arrangement of subscription and redemption requests:

(i) Subscription requests:

- The 2020 Retirement Fund will be closed for subscription for a period of seven (7) business days from December 23, 2020 to the Maturity Date of January 4, 2021 (both dates inclusive) ("Subscription Closure Period"). During the Subscription Closure Period, no subscription request to invest in the 2020 Retirement Fund will be accepted, except that there will be subscription into the 2020 Retirement Fund as at December 31, 2020 for allocation of bonus units to the relevant Members' accounts.
- During the Subscription Closure Period, any contributions or transfer-in monies to invest in, or requests to set up or change an investment mandate for future contributions (including transfer-in monies) to invest in, or requests to apply redemption proceeds from other constituent fund(s) to invest in, the 2020 Retirement Fund will be deemed as instructions to invest in the Smart Retirement Fund.

(ii) Redemption requests:

- The 2020 Retirement Fund will be closed for redemption for a period of two (2) business days from December 31, 2020 to the Maturity Date of January 4, 2021 (both dates inclusive). During the redemption suspension period, no redemption request to redeem units in the 2020 Retirement Fund will be accepted.
- Provided that duly completed forms and documents (if applicable) are received by the Trustee before suspension of redemption, reasonable endeavours will be made to process any withdrawal, transfer and switching requests in relation to redemption of the 2020 Retirement Fund before its suspension.
- Withdrawal of, or transfer of, accrued benefits involving redemption of the 2020 Retirement Fund that cannot be implemented before suspension of redemption will be processed as soon as practicable after the Maturity Date.
- However, requests to switch out units in the 2020 Retirement Fund, or to withdraw employee members' accrued benefits attributable to non-regular voluntary contributions, or to redeem units in the 2020 Retirement Fund from the Flexi Retirement Contribution that cannot be processed before suspension of redemption will not be further processed after the Maturity Date and the Members concerned will be notified.

The **Appendix 1** to this notice sets out details on the cut-off time for investment instructions, subscription and redemption requests ("**Cut-off Time**") and the handling of such instructions or requests if they are received or processed before or after the Cut-off Time. Members who wish to make any investment instructions, or subscription or redemption requests, involving the 2020 Retirement Fund should note the Cut-off Time.

4. Replacement by and transfer to the Smart Retirement Fund

After the cut-off time on December 21, 2020 at 4:00pm Hong Kong time, any investment mandates in the Members' accounts with an allocation percentage investing in the 2020 Retirement Fund will be deemed as investing in the Smart Retirement Fund and be automatically replaced by the same allocation percentage to invest in the Smart Retirement Fund.

On January 4, 2021, all units in the 2020 Retirement Fund held by the Members in their accounts will be automatically redeemed and the redemption proceeds will be applied to invest in and subscribe units in the Smart Retirement Fund on the same day. The redemption proceeds of each Member's sub-account will be determined by multiplying the number of units of the 2020 Retirement Fund held in such sub-account by the unit price of the 2020 Retirement Fund as at January 4, 2021 (rounded to the nearest two decimal places). Such amount from redemption will be used to subscribe units in the Smart Retirement Fund and the number of units issued will be determined by dividing the amount by the unit price of the Smart Retirement Fund as at January 4, 2021 (rounded to the nearest three decimal places). Since the unit price of the Smart Retirement Fund will be different from that of the 2020 Retirement Fund, the number of units of the Smart Retirement Fund in the Member's sub-account after the transfer will be different from the original number of units of the 2020 Retirement Fund. Please refer to examples in the **Appendix 2** which illustrate how the amount of redemption from the 2020 Retirement Fund and subscription of units in the Smart Retirement Fund are determined.

5. Relevant Cut-off Time and implications

Members whose investment mandates with an allocation percentage investing in the 2020 Retirement Fund or who are holding units in the 2020 Retirement Fund in their accounts and do not wish to invest in the Smart Retirement Fund, should take actions before the Cut-off Time below to change their investment mandates or to switch out from the 2020 Retirement Fund. Members should note the implications if there is no valid instruction received by the Trustee before the Cut-off Time.

Members affected	Actions	Cut-off Time	Implications if no valid instruction is received by the Trustee before the Cut-off Time
Members whose investment mandates are to invest future contributions (including transfer-in monies) in the 2020 Retirement Fund	Give instruction on change of investment instruction for future contributions to invest in other constituent fund(s)	On or before December 21, 2020, 4:00pm Hong Kong time via member online service at www.manulife.com.hk or interactive voice response system or by paper form	After the Cut-off Time, the allocation percentage to invest in the 2020 Retirement Fund will be deemed as investing in the Smart Retirement Fund and replaced by the same allocation percentage to the Smart Retirement Fund. A confirmation will be sent to the affected Members within 10 business days afterwards.

Members who are holding units in the 2020 Retirement Fund	Give instruction on fund switching to switch out from the 2020 Retirement Fund to other constituent fund(s)	On or before December 30, 2020, 4:00pm Hong Kong time via member online service at www.manulife.com.hk or interactive voice response system or by paper form	Units of the 2020 Retirement Fund will be automatically redeemed on January 4, 2021 and the redemption proceeds will be applied to subscribe units in the Smart Retirement Fund on the same day. A confirmation will be sent to the affected Members within one month afterwards.
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6. Arrangement of instructions or requests relating to the 2020 Retirement Fund after the Maturity Date

If an existing Member requests to change the investment mandate for future contributions (including transfer-in monies), in which the instruction contains an investment in the 2020 Retirement Fund, such entire instruction will be regarded as invalid. The prevailing investment mandate in the Member's account will continue to apply and the Member concerned will be notified of such arrangement.

If a newly enrolled Member gives an investment mandate for future contributions (including transfer-in monies), in which the instruction contains an investment in the 2020 Retirement Fund, the allocation percentage to the 2020 Retirement Fund will be regarded as invalid and such allocation percentage will be automatically made to the Default Investment Strategy. Please refer to section 3.3 of the MPF Scheme Brochure for details of the Default Investment Strategy.

If Members request to switch into, or switch out from, or redeem from the 2020 Retirement Fund, such requests will not be accepted as the 2020 Retirement Fund has been terminated and the Members concerned will be notified.

7. Other matters relating to the termination of the 2020 Retirement Fund

- The management fees of the 2020 Retirement Fund and the Smart Retirement Fund are the same, i.e. 0.99% per annum of net asset value of the fund.
- There will be no bid and offer spreads or other transaction costs in relation to the redemption of units of the 2020 Retirement Fund and the subsequent subscription of units in the Smart Retirement Fund arising from the termination of the 2020 Retirement Fund and the transfer to the Smart Retirement Fund.
- We do not foresee any loss of accrued benefits of Members due to the termination of the 2020 Retirement Fund. However, if there is any unfortunate event (other than circumstances beyond the control of us) resulting in any loss of accrued benefits of the Members as a result of such termination, the Trustee will compensate the loss incurred.
- The costs of the termination are estimated to be approximately HKD5,400,000. Such costs will be borne by the Manulife Group. No costs or expenses related to the termination will be borne by participating employers and Members of the Scheme.
- New version of application/enrolment forms (with the 2020 Retirement Fund removed) will be made available from December 1, 2020 onwards.

- Any instructions for investing in the 2020 Retirement Fund given on the old version of application/enrolment forms will be deemed and processed as instructions to invest in the Smart Retirement Fund if such instructions are processed after December 21, 2020 and on or before the Maturity Date, or to invest in the Default Investment Strategy if such instructions are processed after the Maturity Date. The Members concerned will be notified.
- A second addendum to amend the MPF Scheme Brochure will be issued in December 2020 to remove the 2020 Retirement Fund from the list of constituent funds and all references made to the 2020 Retirement Fund with effect from January 5, 2021.

Frequently asked questions about the termination of the 2020 Retirement Fund are available at www.manulife.com.hk.

Members who have any queries in relation to this notice can call our Customer Service Hotline on 2108 1388 and participating employers can call 2108 1234.

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The MPF Scheme Brochure will be amended to remove the 2020 Retirement Fund from the list of constituent funds and all references made to the 2020 Retirement Fund. The Trustee confirms that the amendments in this regard are in the interests of its Members and will not have any adverse impact on the Scheme or its Members.

Participating employers and Members can download the full set of the MPF Scheme Brochure from our website at www.manulife.com.hk or request a copy in writing or verbally. You can write to the Provident Funds Services, Manulife (International) Limited, 21/F, Tower A, Manulife Financial Centre, 223-231 Wai Yip Street, Kwun Tong, Kowloon, Hong Kong. Please quote your name, address and member account number (for Members) or sub-scheme number (for participating employers) in the request letter. Alternatively, Members can call our Customer Service Hotline on 2108 1388 and participating employers can call 2108 1234.

Issued by Manulife Provident Funds Trust Company Limited

Appendix 1

The following explains the arrangement for instructions involving the 2020 Retirement Fund which are received or processed before and after their respective Cut-off Time:

Types of instructions	On or before the Cut-off Time	After the Cut-off Time
Subscription requests:		
Contributions or transfer-in monies to invest in the 2020 Retirement Fund	Contributions or transfer-in monies effected on or before December 21, 2020 will be processed as usual.	Contributions or transfer-in monies processed after December 21, 2020 will be deemed and processed as instructions with respect to the Smart Retirement Fund.
Investment instructions:		
Change of investment instruction for future contributions to invest in the 2020 Retirement Fund	Relevant instructions received on or before December 21, 2020, 4:00pm Hong Kong time, will be processed as usual.	Relevant instructions received after December 21, 2020, 4:00pm Hong Kong time, and on or before January 4, 2021, 4:00pm Hong Kong time, will be deemed and processed as instructions with respect to the Smart Retirement Fund. Thereafter, requests for change of investment mandate received will be rejected and the prevailing investment mandate in a Member's account will continue to apply.
Fund switching to switch into the 2020 Retirement Fund	Relevant instructions received on or before December 22, 2020, 4:00pm Hong Kong time, will be processed as usual.	Relevant instructions received after December 22, 2020, 4:00pm Hong Kong time, and on or before January 4, 2021, 4:00pm Hong Kong time, will be deemed and processed as instructions with respect to the Smart Retirement Fund. Thereafter, relevant instructions received will be regarded as invalid and rejected.
Fund switching to switch out from the 2020 Retirement Fund	Relevant instructions received on or before December 30, 2020, 4:00pm Hong Kong time, will be processed as usual.	Relevant instructions received after December 30, 2020, 4:00pm Hong Kong time, will be regarded as invalid and rejected.
One-time rebalancing (available at member online service only) to switch into the 2020 Retirement Fund	Relevant instructions received on or before December 22, 2020, 4:00pm Hong Kong time, will be processed as usual.	Not applicable as no such instruction will be accepted at member online service.
One-time rebalancing (available at member online service only) to switch out from the 2020 Retirement Fund	Relevant instructions received on or before December 30, 2020, 4:00pm Hong Kong time, will be processed as usual.	Not applicable as no such instruction will be accepted at member online service.
Redemption requests:		
Withdrawal claims and transfer-out benefits which involve the 2020 Retirement Fund	Relevant instructions effected on or before December 30, 2020 will be processed as usual.	Relevant instructions processed after December 30, 2020 and on or before January 4, 2021 will be processed on or after January 5, 2021. However, if such relevant instructions are related to

Types of instructions	On or before the Cut-off Time	After the Cut-off Time
		<p>withdrawal of employee members' accrued benefits attributable to non-regular voluntary contributions or withdrawal of units in the 2020 Retirement Fund from the Flexi Retirement Contribution, redemption that cannot be effected before suspension of redemption will not be further processed.</p> <p>Relevant instructions processed after January 4, 2021 specifying withdrawal from the 2020 Retirement Fund will be regarded as invalid and rejected.</p>
Member enrolment:		
New investment mandate to invest in the 2020 Retirement Fund	Relevant instructions processed on or before December 21, 2020 will be processed as usual.	<p>Relevant instructions processed after December 21, 2020 and on or before January 4, 2021 will be deemed and processed as instructions with respect to the Smart Retirement Fund.</p> <p>Relevant instructions processed after January 4, 2021 will be deemed and processed as instructions with respect to the Default Investment Strategy. Please refer to section 3.3 of the MPF Scheme Brochure for details of the Default Investment Strategy.</p> <p>In either case, the members concerned will be notified.</p>

Appendix 2

The examples below illustrate the transfer of units in the 2020 Retirement Fund to the Smart Retirement Fund. Please note that all figures including the unit prices in the examples are hypothetical for illustration purpose only.

Switch from	Unit price as at January 4, 2021	Units redeemed	Switching amount	Switch to	Unit price as at January 4, 2021	Units purchased
Employer's mandatory contributions						
2020 Retirement Fund	HK\$13.635	206.978	HK\$13.635 x 206.978 units = HK\$2,822.15	Smart Retirement Fund	HK\$13.086	HK\$2,822.15 / HK\$13.086 = 215.662 units
Member's mandatory contributions						
2020 Retirement Fund	HK\$13.635	209.132	HK\$13.635 x 209.132 units = HK\$2,851.51	Smart Retirement Fund	HK\$13.086	HK\$2,851.51 / HK\$13.086 = 217.905 units