



友邦香港

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AIA Hong Kong

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183 Electric Road
North Point
Hong Kong

Dear participating employers and members,

Re: AIA Retirement Fund Scheme (the “Scheme”)

Thank you for your continued support of our Pension Services.

We would like to inform you that the following changes in service arrangements (the “**Changes**”) will be made to the Scheme and its constituent funds (each a “**Constituent Fund**”, collectively, the “**Constituent Funds**”) with effect from 23 September 2024 (the “**Effective Date**”), unless otherwise specified in this Notice.

Terms not defined in this Notice shall have the same meanings as in the Principal Brochure for the Scheme dated December 2022 (the “**Scheme Brochure**”) unless otherwise specified herein.

This table summarises the Changes that will be made to the Scheme and the Constituent Funds with effect from the Effective Date.

Severe Weather Trading

Online fund switching of Constituent Funds and change of investment mandate instructions will be available via the Trustee’s website or mobile apps, and interactive voice response system (“IVRS”) on a severe weather trading day (“**SWT Day**”). Cut-off time for handling valid switching instructions and change of investment mandate instructions for future contributions submitted through website, mobile apps or IVRS remains unchanged, which is 4:00 p.m. on the relevant SWT Day. Valuation of Constituent Funds on each SWT Day will be based on the unit price of the relevant Constituent Funds on the relevant SWT Day.

The Changes above are elaborated in the main body of this Notice. The Changes will not have any adverse impact on members.

Queries

If you have any questions about the Changes set out in this Notice, please contact our Employer Hotline at 2100 1888 or Member Hotline at 2200 6288 or visit our website at www.aia.com.hk.

Severe Weather Trading

In support of the implementation of arrangements for maintaining normal operations of the Hong Kong securities and derivatives markets during severe weather conditions, we are pleased to inform you that with effect from the Effective Date, online fund switching of the Constituent Funds of the Scheme and change of investment mandate instructions will be available via the Trustee’s website, mobile apps or interactive voice response system (“IVRS”) on a severe weather trading day (“**SWT Day**”).



Severe weather conditions refer to the scenario where a typhoon signal No. 8 or above or a black rainstorm warning is issued by the Hong Kong Observatory, or an “extreme conditions” announcement is made the HKSAR Government. An SWT Day refers to any day from Monday to Friday except a Hong Kong public holiday on which severe weather falls.

Please note that the cut-off time for handling valid switching instructions and change of investment mandate instructions submitted through website, mobile apps or IVRS remains unchanged, which is 4:00 p.m. on the relevant SWT Day.

Valuation of Constituent Funds on each SWT Day will be conducted in the usual way to derive the unit price of the relevant Constituent Funds on the relevant SWT Day. With respect to the valuation of a Constituent Fund which invests in underlying fund(s) and the unit price(s) of the underlying fund(s) is(are) not available on such SWT Day, the Trustee or the Investment Manager will use the latest available fund price of such underlying fund(s) to calculate the unit price of the relevant Constituent Fund.

For the avoidance of doubt, except for the specified services set out above, all other services or operations of the Scheme including but not limited to customer service centre and member hotline will remain closed on an SWT Day.

No action is required of the participating employers and members to effect the Changes.

The Scheme Brochure and/or trust deed of the Scheme will be amended in due course to reflect the Changes and/or other consequential updates or changes.

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Should you have any questions about the Changes or would like to obtain a copy of the latest Scheme Brochure, please contact our Employer Hotline at 2100 1888 or Member Hotline at 2200 6288 or visit our website at www.aia.com.hk.

AIA Company (Trustee) Limited

23 September 2024