

## Information Checklist for Application for Authorization of Luxembourg Funds under the Mutual Recognition of Funds Arrangement and the Revamped Process

***This Information Checklist should be used with effect from 1 March 2020 in support of any application for authorization of a Luxembourg fund and its Hong Kong offering document(s).***

### A. Introduction

An applicant seeking authorization of a UCITS fund<sup>1</sup> domiciled in Luxembourg which is formally authorised by the Commission de Surveillance du Secteur Financier (“CSSF”) for public offering in Luxembourg in accordance with the law of 17 December 2010 relating to undertakings for collective investment (as amended) (“Law of 2010”) and its Hong Kong offering document(s) under the Mutual Recognition of Funds between Luxembourg and Hong Kong (“MRF”) arrangement and pursuant to sections 104 and 105 of the Securities and Futures Ordinance (“SFO”) respectively must complete this Information Checklist and submit it to the Investment Products Division of the Securities and Futures Commission (“SFC”), together with relevant documents provided hereunder that are required for an application. The SFC reserves the right to request for more information and/or documents in reviewing and considering each application.

**The SFC reserves the right to return forthwith, without processing, an incomplete or non-compliant application to the extent the application form<sup>2</sup>, this Information Checklist and/or the accompanying documents are not properly or fully completed, and/or where negative responses in this Information Checklist are not properly explained, and/or such application is accompanied by documents that do not meet the applicable requirements, not in good order or otherwise not suitable for clearance. The SFC reserves the right to request the applicant to submit updated and duly completed and properly executed checklist(s), confirmation(s) or undertaking(s) before authorization of a Luxembourg fund.**

This is a standard form document. Unless otherwise specified, when completing this Information Checklist, please do not make any deletion, addition or amendment to the forms or headings. The applicant is reminded to tick ALL boxes that are applicable to its application(s) in this Information Checklist.

**Structure of the Luxembourg fund(s)** : As stated under 3(a)(i) of the application form<sup>2</sup>

<sup>1</sup> A UCITS fund means a collective investment scheme which is authorised in accordance with the laws of Luxembourg or any other state which is contracting party to the Agreement on the European Economic Area implementing Directive 2009/65/EC of the European Parliament and of the Council of 13 July 2009 on the coordination of laws, regulations and administrative provisions relating to undertakings for collective investment in transferable securities.

<sup>2</sup> Application form refers to the Application Form for Unit Trusts and Mutual Funds, Investment-Linked Assurance Schemes and Unlisted Structured Investment Products duly completed and executed by / for and on behalf of the applicant. References to the scheme(s) in the application form refer to the Luxembourg fund(s) under application in this Information Checklist.



**B. Basic information relating to the Luxembourg fund(s)**

Please fill in this sheet for each of the single funds / sub-funds of an umbrella fund under application (please use separate sheet(s), if necessary).

Name (or such other name as may be approved by the SFC) : \_\_\_\_\_ (English name)  
of the single fund / sub-fund : \_\_\_\_\_  
(each, referred to as the "Luxembourg fund") \_\_\_\_\_ (Chinese name)

Name (or such other name as may be approved by the SFC) : \_\_\_\_\_ (English name)  
of umbrella fund (if applicable) : \_\_\_\_\_  
\_\_\_\_\_ (Chinese name)

- 1) Is the Luxembourg fund a sub-fund under an existing umbrella fund authorized by the SFC?  
 Yes     No
- 2) Is the Luxembourg fund managed by a management company or a board of directors (in case of a self-managed scheme) currently managing other existing SFC-authorized fund(s)?  
 Yes     No
- 3) Is the depositary of the Luxembourg fund currently acting as the trustee/custodian/depositary of other existing SFC-authorized fund(s)?  
 Yes     No
- 4)  Please tick if the Luxembourg fund does not have any investment delegate(s) and proceed to Q5. Otherwise, please answer the following question:  
  
Is/Are the investment delegate(s) currently managing other existing SFC-authorized fund(s)?  
 Yes     No
- 5) Please indicate the fund type of the Luxembourg fund by ticking one of the following boxes:  
 General equity fund                       General mixed fund  
 General bond fund                              Feeder fund, where the underlying fund is a general equity, bond or mixed fund
- 6) Please indicate the use of financial derivatives instruments ("derivatives") / investment in derivatives of the Luxembourg fund by ticking one of the following boxes:  
 the net derivative exposure<sup>3</sup> of the Luxembourg fund is not more than 50% of the fund's net asset value. Amended  
 the net derivative exposure<sup>3</sup> of the Luxembourg fund is more than 50% of the fund's net asset value.
- 7)  Please tick if the Luxembourg fund may not invest in debt instruments with loss-absorption features ("LAP")<sup>4</sup>. Otherwise, please answer the following question: Newly Added  
  
a) Will the Luxembourg fund invest more than 50% of its net asset value in LAP?  
 Yes, as last consulted with the SFC on (please specify the date)  
 No

**Please proceed to complete Section C and Section D.**

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3 The term "net derivative exposure" shall have the meaning as defined in 7.26 of the UT Code.

4 Please refer to the section headed "Investments in debt instruments with loss-absorption features" of the Guide on Practices and Procedures for Application for Authorization of Unit Trusts and Mutual Funds regarding the disclosure and other requirements on schemes investing in LAP.



## C. Confirmation from the applicant

The Luxembourg fund(s) under application: As stated in Section A of this Information Checklist

We, in respect of this application and the Luxembourg fund(s) thereunder, hereby confirm and undertake that:

### Eligibility under the MRF arrangement

- a) the Luxembourg fund(s) is/are established, domiciled and managed in accordance with Luxembourg laws and regulations and its/their constitutive documents; and
- b) the Luxembourg fund(s) is/are UCITS which is/are formally authorised by CSSF in accordance with the Law of 2010; and
- c) the Luxembourg fund(s) falls/fall within one of the eligible funds types under the MRF arrangement; and
- d) the Luxembourg fund(s) does/do not use leverage (arising from derivatives) exceeding 100% of the fund's net asset value as calculated under the commitment approach provided by Article 47 of the CSSF Regulation No. 10-4; and
- e) the Luxembourg fund(s) does/do not invest in (i) physical commodities including precious metals or commodity based investments or real estate, (ii) crypto-assets or crypto-currencies, or (iii) certificates representing the assets referred to under (i) or (ii); and
- f) the Luxembourg fund(s) does/do not have share classes with hedging arrangements other than currency hedging; and
- g) the Luxembourg fund(s) has/have at least one dealing day for redemption every two weeks; and

### Management company and investment delegates

- h) the management company<sup>5</sup> has fulfilled and will at all times fulfil the requirements under paragraphs 7 to 10 of Annex B to the SFC Circular on "Mutual Recognition of Funds (MRF) between Luxembourg and Hong Kong" dated 15 January 2019 (the "Circular") as amended from time to time and the related guidance as may be issued by the SFC from time to time; and
- i)  (please tick if applicable) the investment management functions are delegated to the following investment delegate(s) who is/are subject to supervision in an overseas jurisdiction with an inspection regime under the list of acceptable inspection regime (AIR) published on the SFC's website; and

Name(s) of AIR delegate(s)	Name(s) of relevant Luxembourg fund(s) under application

*(For the avoidance of doubt, please list out all the investment delegate(s) (including sub-delegate(s)) of the management company<sup>5</sup>. Please use separate sheet(s), if necessary)*

- j) (applicable only to new management company) (please tick one of the following boxes)
  - there is no restriction attached to the management company's licence;
  - the details of the restriction(s) attached to the management company's licence are attached in separate sheet(s); and

<sup>5</sup> For self-managed scheme, references to the management company are deemed to be references to the investment manager of the scheme.



- k) *(applicable only to new investment delegate(s))*  
the following investment delegate(s) is/are *not* currently managing other existing SFC-authorized fund(s); and

Name(s) of new investment delegate(s)	Home regulator(s) of the new investment delegate(s)

*(please use separate sheet(s), if necessary)*

Depository

- l) the depository qualifies to act as depository for Luxembourg-domiciled UCITS schemes pursuant to Luxembourg laws and regulations; and

- m) *(please tick one of the following):*

- the depository of the Luxembourg fund(s) is currently acting as trustee/custodian/depository of other existing SFC-authorized fund(s);
- the depository of the Luxembourg fund(s) is not currently acting as trustee/custodian/depository of other existing SFC-authorized fund(s); and the information relating to the trustee/custodian/depository is set out below; and

Name of depository	
Registered/business address	
Name of primary supervisory authority	

Hong Kong representative

- n) we [*(please delete as appropriate)*] have appointed / will appoint] the following entity as the Hong Kong representative of the Luxembourg fund(s) and the requirements set out in Chapter 9 of the Code on Unit Trusts and Mutual Funds (“UT Code”) in respect of the appointment of the Hong Kong representative [*(please delete as appropriate)*] have been fulfilled / will be fulfilled before the authorization of the Luxembourg fund(s) (if granted by the SFC) becomes effective]; and

Name of Hong Kong representative	
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- o) we have submitted the required undertaking from the [*(please delete as appropriate)*] appointed / proposed] Hong Kong representative as set out in Annex A; and

Compliance with Guidance on Internal Product Approval Process

- p) all requirements set out in the Circular to product providers of SFC-authorized unit trusts and mutual funds, SFC-authorized investment-linked assurance schemes and SFC-authorized unlisted structured investment products entitled “Guidance on Internal Product Approval Process”, as amended from time to time, have been and will be complied with in respect of the Luxembourg fund(s) under this application; and

Waivers / Special Requirements / Conditions granted by CSSF

- q) *(please tick one of the following):*

- there are no waivers granted or special requirements and/or conditions imposed on the Luxembourg fund(s) by the CSSF;
- there is/are waiver(s) granted or special requirement(s) and/or condition(s) imposed on the Luxembourg fund(s) by the CSSF; and the details are set out below; and

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*(please use separate sheet(s), if necessary)*

Material breach/investigation/disciplinary matters

r) *(please tick one of the following):*

- there is no material breach of the Luxembourg laws and regulations and/or its/their constitutive documents by the Luxembourg fund(s);
  - there is/are material breach(es) of the Luxembourg laws and regulations and/or its/their constitutive documents by the Luxembourg fund(s); and the details are set out below; and
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*(please use separate sheet(s), if necessary)*

s) *(please tick one of the following):*

- there is no current or pending investigation/disciplinary matter(s) against the Luxembourg fund(s);
  - there is current or pending investigation/disciplinary matter(s) against the Luxembourg fund(s); and the details are set out below; and
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*(please use separate sheet(s), if necessary)*

Compliance with the Circular and the related guidance

- t) all documents required to be submitted to the SFC for the purposes of application for authorization of the Luxembourg fund(s) have been submitted and are in compliance with the Circular as amended from time to time and the related guidance as may be issued by the SFC from time to time; and
- u) all requirements in the Circular as amended from time to time and the related guidance as may be issued by the SFC from time to time applicable to this application and the Luxembourg fund(s) under this application have been and will be complied with in respect of the Luxembourg fund(s) under this application; and
- v) the Luxembourg fund(s) adopt(s) a forward pricing method; and

Hong Kong offering document(s)<sup>6</sup>

- w) the product key facts statement(s) ("KFS") of the Luxembourg fund(s) is/are consistent with the Hong Kong offering document(s) of the Luxembourg fund(s); and
- x) the Hong Kong offering document(s) of the Luxembourg fund(s) is/are consistent with the latest offering document(s) which is/are made available to Luxembourg investors; and such latest offering

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<sup>6</sup> References to Hong Kong offering document(s) in this Information Checklist refer to offering document(s) of the Luxembourg fund(s) seeking SFC authorization under the MRF arrangement and pursuant to section 105 of the SFO, which generally consist(s) of (i) the latest offering document(s) of the Luxembourg fund(s) which is/are made available to Luxembourg investors and has/have obtained the necessary approval from/completed the required notification to/filing with the CSSF; (ii) a Hong Kong covering document complementing the Luxembourg offering document(s) ("Hong Kong Covering Document(s)"); and (iii) the KFS.



document(s) has/have obtained the necessary approval from/completed the required notification to/filing with the CSSF; and

Constitutive documents<sup>7</sup>

y) the constitutive documents of the Luxembourg fund(s) have complied with all applicable Luxembourg laws and regulations, the CSSF's requirements and the requirements in the Circular as amended from time to time and the related guidance as may be issued by the SFC from time to time and such constitutive documents are the latest version that have been submitted to/filed with the CSSF; and

Tax-related

z) competent tax advice and opinion on the US Foreign Account Tax Compliance Act ("FATCA") status of the Luxembourg fund(s) has/have been received; and

aa) there is no indemnification relating to FATCA imposed on the unitholders of the Luxembourg fund(s); and

bb) all tax related disclosure in the KFS and Hong Kong Covering Document(s) of the Luxembourg fund(s), including FATCA related disclosures, are true and accurate and have been cleared by professional tax advisors; and if the tax related disclosure(s) is/are subsequently amended, such amendment(s) will be cleared by professional tax advisors before the authorization of the Luxembourg fund(s) (if granted by the SFC) become(s) effective; and

Approved person

cc) *(please tick one of the following):*

*(please insert the name of the approved person)* \_\_\_\_\_

has been approved as the approved person of the Luxembourg fund(s) and the approval letter previously issued by the SFC is attached in separate sheet;

the nomination of the approved person of the Luxembourg fund(s) and the corresponding duly completed and properly executed confirmation from the nominated approved person as set out in Annex B has been submitted; and

(Applicable only to new Luxembourg-domiciled umbrella scheme or single fund) Obtaining confirmation from CSSF

dd) we have already made the appropriate arrangement with the CSSF so as to enable the CSSF to provide a confirmation to the SFC that the Luxembourg fund(s) will comply with additional audit review procedures for authorization of the Luxembourg fund(s) in Hong Kong.

Amended

General

We confirm that all information contained in this Information Checklist (including all confirmations and undertakings) and the documents submitted relating thereto are true and accurate; and unless otherwise specifically allowed for in this Information Checklist, no deletion, addition or amendment has been made to the standard templates of these current prescribed documents as published on the SFC's website.

We further undertake to notify the SFC immediately if there are any changes to the information and/or confirmations provided to the SFC from time to time in connection with the application or where we have become aware of any matters or changes in circumstance that may affect the SFC's assessment of this application.

<sup>7</sup> "Constitutive documents" means the principal documents governing the formation of a Luxembourg fund, and includes the articles of incorporation (also known as instruments of incorporation, articles of association or statutes) in the case of an investment company with variable capital; the management regulations (also known as fund rules) in the case of a common fund (fonds commun de placement – FCP).



Signed for and on behalf of:

- Applicant :  *(For self-managed Luxembourg fund(s) only)*  
The board of directors of the Luxembourg fund(s)
- (For Luxembourg fund(s) which is/are not self-managed Luxembourg fund(s)) (Please insert below the name of the management company of the Luxembourg fund(s))*

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- Name of authorized signatory :  *(For self-managed Luxembourg fund(s) only)*

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*(Insert name of at least one executive director<sup>8</sup> (or above) of the Luxembourg fund(s))*

- :  *(For Luxembourg fund(s) which is/are not self-managed Luxembourg fund(s))*

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*(Insert name of at least one executive director<sup>8</sup> (or above) of the management company of the Luxembourg fund(s))*

Signature :

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Title / Position :

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Date (date / month / year) :

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<sup>8</sup> Equivalents include, for example, CEO, managing director, etc. Essentially, the signatory is expected to be a senior-ranking executive with overall responsibility over the new fund application.

## D. Basic documents required to be submitted to the SFC

The list below is not exhaustive. The SFC may require additional information.

On application, please submit 3 sets of the following documents except for the financial reports, where only a soft copy of which is required to be submitted. Please also provide soft copies of these documents in text-searchable format.

### I. Mandatory documents

- 1) Duly completed and properly executed application form<sup>2</sup>
- 2) Application fee<sup>9</sup> (*in the form of cheque payable to the "Securities and Futures Commission" for the correct amount of total application fee*)
- 3) Duly and properly completed Information Checklist, including the duly completed and properly executed confirmation from the applicant under Section C of the Information Checklist
- 4) English version of the latest offering document(s) of the Luxembourg fund(s)<sup>10</sup>
- 5) Advanced draft of the English Hong Kong Covering Document(s) of the Luxembourg fund(s)
- 6) Advanced draft of the English KFS of the Luxembourg fund(s)
- 7) Constitutive documents<sup>11</sup> of the Luxembourg fund(s)
- 8) Latest audited financial report (if any) and if more recent, the latest unaudited financial report of the Luxembourg fund(s)<sup>12</sup>
- 9) Duly completed and properly executed undertaking from the Hong Kong Representative (see [Annex A](#))
- 10) (i) A copy of the letter of approval on the approved person previously issued by the SFC (for Luxembourg funds with approved person previously approved by the SFC); or (ii) duly completed and properly executed nomination letter from the management company or the board of directors of the Luxembourg fund(s) nominating an individual as the approved person for the Luxembourg fund(s) and the duly completed and properly executed confirmation from the nominated approved person (see [Annex B](#))
- 11) Duly and properly completed information sheet on the use of derivatives / investment in derivatives of the Luxembourg fund(s) (see [Annex D](#))
- 12) Duly completed and properly executed letters from the management company or the board of directors of the Luxembourg fund(s) and the approved person regarding non-fulfilment of authorization condition(s) (see [Annex E](#))
- 13) Duly completed and properly executed Chinese translation confirmation<sup>13</sup> (see [Annex F](#))

### II. Additional documents (to the extent applicable)

- 14) For Luxembourg fund(s) constituted in corporate form  
Application for one-off authorization of advertisements of the Luxembourg fund(s) (see [Annex C](#))

Applicable? (please tick)	
Yes (and submitted)	No

<sup>9</sup> Please refer to the latest fee schedule posted on the SFC website.

<sup>10</sup> The latest offering document(s) of the Luxembourg fund(s) refer(s) to the latest offering document(s) which is/are currently made available to Luxembourg investors and has/have obtained the necessary approval from/completed the required notification to/filing with the CSSF.

<sup>11</sup> "Constitutive documents" means the principal documents governing the formation of a Luxembourg fund, and includes the articles of incorporation (also known as instruments of incorporation, articles of association or statutes) in the case of an investment company with variable capital; the management regulations (also known as fund rules) in the case of a common fund (fonds commun de placement – FCP). The constitutive documents should be submitted and made available to Hong Kong investors in either Chinese or English. The constitutive documents should be the latest version that have been submitted to/ filed with the CSSF.

<sup>12</sup> The financial report(s) should be submitted and made available to Hong Kong investors in either Chinese or English.

<sup>13</sup> The Chinese translation confirmation(s) is/are not required to be submitted upon the application. However, the Chinese translation confirmation(s) (together with the Hong Kong offering document(s) of the Luxembourg fund(s) in Chinese and English with proper annotations against Annex H of this Information Checklist for the English version) must be executed and submitted before the authorization (if granted by the SFC) becomes effective.





## **ANNEX A: Undertaking from Hong Kong Representative**

Name of Luxembourg fund(s) under application:

- a) Name (for umbrella fund only, :  
or such other name as may  
be approved by the SFC) of  
the umbrella/single fund(s) \_\_\_\_\_
- b) Name (or such other name as :  
may be approved by the  
SFC) of the relevant sub-  
fund(s) \_\_\_\_\_

We hereby confirm and undertake that, in respect of the Luxembourg fund(s) under application mentioned above,

- (i) *(please tick one of the following boxes)*
- we have been appointed as the Hong Kong representative;
- we agree to be appointed as the Hong Kong representative before the authorization of the Luxembourg fund(s) (if granted by the SFC) becomes effective; and
- (ii) we will perform the duties required of a Hong Kong representative under the Code on Unit Trusts and Mutual Funds (“UT Code”) upon the authorization of the Luxembourg fund(s) becoming effective.

We also confirm that:

- (iii) *(applicable only to Hong Kong representative which is a trust company)* we are an affiliate of an authorized financial institution defined under the Securities and Futures Ordinance (“SFO”); and
- (iv) *(please tick where applicable)*
- we have obtained the following licensing or registration status required for compliance with 9.4 of the UT Code:
- licensing or registration status under the SFO;
- registration status under Part VIII of the Trustee Ordinance (Chapter 29 of the laws of Hong Kong).
- we are in the process of applying for the following licensing or registration status required for compliance with 9.4 of the UT Code:
- licensing or registration status under the SFO.
- registration status under Part VIII of the Trustee Ordinance (Chapter 29 of the laws of Hong Kong).

Signed for and on behalf of:

Name of the Hong Kong representative : \_\_\_\_\_

Name of authorized signatory : \_\_\_\_\_

Signature : \_\_\_\_\_

Title / Position : \_\_\_\_\_

Date (date / month / year) : \_\_\_\_\_



## **ANNEX B: Nomination of approved person**

### **Part 1: Nomination letter from the management company or the board of directors of the Luxembourg fund(s)**

The Luxembourg fund(s) under application: As stated in Section A of this Information Checklist

We hereby nominate the following individual as the approved person for (a) the Luxembourg fund(s) under application [*please delete if not applicable*] and the sub-funds of the umbrella fund as authorized by the SFC from time to time] and (b) the issue of any related advertisement, invitation or document for the purpose of section 104(2) and section 105(2) respectively of the Securities and Futures Ordinance:

Name : \_\_\_\_\_  
Employer : \_\_\_\_\_  
Position : \_\_\_\_\_  
Address : \_\_\_\_\_  
Telephone no. : \_\_\_\_\_  
Facsimile no. : \_\_\_\_\_  
Email address : \_\_\_\_\_

Signed for and on behalf of:

- (For self-managed Luxembourg fund(s) only)*  
The board of directors of the Luxembourg fund(s)
- (For Luxembourg fund(s) which is/are not self-managed Luxembourg fund(s)) (Please insert below the name of the management company of the Luxembourg fund(s))*

Name of authorized signatory : \_\_\_\_\_  
Signature : \_\_\_\_\_  
Title / Position : \_\_\_\_\_  
Date (date / month / year) : \_\_\_\_\_



**Part 2: Confirmation from the nominated approved person**

The Luxembourg fund(s) under application: As stated in Section A of this Information Checklist

I, as the nominated approved person for (a) the Luxembourg fund(s) under application [*(please delete if not applicable)*] and the sub-funds of the umbrella fund as authorized by the SFC from time to time] and (b) the issue of any related advertisement, invitation or document for the purpose of section 104(2) and section 105(2) respectively of the Securities and Futures Ordinance, hereby confirm the following:

- (a) I have my ordinary residence in Hong Kong;
- (b) My contact details set out in Part 1 above are accurate and up-to-date;
- (c) I am capable of being contacted by the SFC by post, telephone, facsimile and electronic mail during business hours;
- (d) I will inform the SFC of any change in my contact details within 14 days after the change takes place; and
- (e) I will comply with any other requirements as the SFC considers appropriate.

I also confirm to the SFC that I have read and understood the Personal Information Collection Statement as set out at the Appendix (the "PICS") and consent to the use by the SFC of my Personal Data (as defined in the PICS) I have provided and may provide in the future, for the purposes described in the PICS.

Signed by:

Name of the nominated approved person : \_\_\_\_\_  
Signature : \_\_\_\_\_  
Date (date / month / year) : \_\_\_\_\_



**ANNEX C: Application for one-off authorization of the advertisements of the Luxembourg fund**

The Luxembourg fund(s) under application: As stated in Section A of this Information Checklist

I/We, as [(*please delete if not applicable*) management company / product issuer / approved person] of the Luxembourg fund(s) under application, write to apply for an one-off authorization of the issue of advertisements of the Luxembourg fund(s) under application from time to time pursuant to section 105(1) of the Securities and Futures Ordinance (the “SFO”).

I/We confirm that:

- (a) the Luxembourg fund(s) is/are constituted in corporate form;
- (b) (*please insert the name of approved person*) \_\_\_\_\_ is the approved person for the advertisements of [each of] the Luxembourg fund(s) for the purpose of section 105(2)(a) of the SFO;
- (c) the advertisements of the Luxembourg fund(s) will at all times be issued by an intermediary licensed or registered for Types 1, 4 or 6 regulated activity as contemplated under section 103(2)(a) of the SFO; and
- (d) each advertisement will be in compliance with the advertising guidelines applicable to the Luxembourg fund(s) and any such regulations, rules and requirements issued from time to time by the SFC at the time when the advertisement is issued.

Signed for and on behalf of:

Name of [(*please delete if not applicable*) the management company / the product issuer / the approved person of the Luxembourg fund(s)] :

Name of authorized signatory :

Signature :

Title / Position :

Date (date / month/ year) :

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## **ANNEX D: Information on use of derivatives / investment in derivatives of the Luxembourg fund**

Please fill in this sheet for each Luxembourg fund(s) under application (please use separate sheet(s), if necessary).

Name (or such other name as may be approved by the SFC) of single fund(s) / sub-fund(s) \_\_\_\_\_

### **Part 1 (Applicable to all single fund(s) / sub-fund(s) under application)**

We, in respect of the Luxembourg fund(s), hereby confirm represent and undertake that:

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1.  (please tick if the Luxembourg fund(s) will not use derivatives for any purposes) the Luxembourg fund(s) will not use derivatives for any purposes;
2.  (please tick if the Luxembourg fund(s) may use derivatives for hedging and/or investment purposes (i.e. non-hedging purposes))
  - (i) the net derivative exposure<sup>3</sup> of the Luxembourg fund(s) calculated in accordance with the Derivative Guide<sup>14</sup> (please tick one of the following boxes) is:
    - not more than 50% of its/their respective NAV
    - more than 50% and up to 100% of its/their respective NAV
    - more than 100% of its/their respective NAV
  - (ii) in relation to (2)(i) above, the Luxembourg fund(s) may use derivatives under the following circumstance(s) (please tick all the applicable boxes) and the net derivative exposure<sup>3</sup> stated in (2)(i) above and disclosed in the KFS has been calculated excluding these usage in accordance with the Derivative Guide<sup>14</sup>:
    - Netting, hedging or risk mitigation
    - Cash flow management
    - Market access or exposure replication (without incremental leverage at portfolio level of the Luxembourg fund(s))
    - Investment in conventional convertible bonds
  - (iii)  (please tick if the Luxembourg fund(s) will use derivatives not referenced to the same underlying assets for hedging or risk mitigation purposes) the use of derivatives by the Luxembourg fund(s) for hedging or risk mitigation purposes are in compliance with and will continue to comply with (i) the principles of hedging under 7.25 of the UT Code and (ii) the criteria as provided under paragraph 17 under Chapter 3 of the Derivative Guide<sup>14</sup>;
3. the Luxembourg fund(s) [is/are][is/are not] (please delete where appropriate) derivative fund(s);
4. all requirements and conditions set out in the Derivative Guide<sup>14</sup>, as amended from time to time, have been and will be complied with by the Luxembourg fund(s); and

<sup>14</sup> The Derivative Guide refers to the Guide on the Use of Financial Derivative Instruments for Unit Trusts and Mutual Funds published by the SFC dated 17 December 2018 (<https://www.sfc.hk/web/EN/faqs/publicly-offered-investment-product/guide-on-the-use-of-financial-derivative-instruments-for-unit-trusts-and-mutual-funds.html>), which may be updated from time to time.

5. we will notify the SFC immediately if there are any changes to the information and/or representations provided to the SFC from time to time in connection with this confirmation or where we have become aware of any matters or changes in circumstances that may change or affect the determination or classification provided under (3) of Part 1 of this Annex D in connection with the use of derivatives by the Luxembourg fund(s).

**Part 2 (Applicable only to Luxembourg fund(s) with net derivative exposure<sup>3</sup> of more than 50% of its NAV as disclosed in the KFS)**

1. We hereby confirm and undertake that, in respect of this application,
- the management company<sup>5</sup> and the investment delegate(s) (if applicable) has/have put in place suitable and adequate risk management and control systems which are commensurate with the risk profile of the Luxembourg fund(s) to monitor, measure, and manage all the relevant risks in relation to the Luxembourg fund(s); and
  - the home regulator of the management company<sup>5</sup> has either approved the risk management policy (“RMP”) or has no comments on the RMP as duly filed.

2. Please fill in the information below.

Information as of \_\_\_\_\_ : \_\_\_\_\_ (Insert reference date<sup>15</sup>)

Asset Class	Derivatives used	Notional Exposure (Maximum Level)	Netting / Hedging	Other Adjustments (e.g. Delta)	Net Derivative Exposure <sup>3</sup> (Maximum Level)
	<b>Total</b>				

**Part 3 - General**

We confirm that all information contained in this confirmation is true and accurate; and unless otherwise specifically allowed for in this confirmation, no deletion, addition or amendment has been made to the standard template of this confirmation as published on the SFC website.

We acknowledge that the information posted on the SFC website to indicate whether the Luxembourg fund(s) is/are or is not/are not derivative fund(s), where applicable, is based on the confirmations and representations we provided hereunder and it is not an endorsement of the suitability of the Luxembourg fund(s) for any particular investor or class of investors.

<sup>15</sup> The reference date should be the date on which the most up-to-date information is available and such information should be representative of the exposure arising from the use of derivatives by the Luxembourg fund under application and should be complete and not misleading.

**Illustrative Example: ABC Fund**

Asset Class	Derivatives used	Notional Exposure (Maximum Level)	Netting / Hedging	Other Adjustments (e.g. Delta)	Net Derivative Exposure (Maximum Level)
Currency	FX Forwards	200%	-120%		80%
Equity	Options	40%		-30%	10%
Interest Rate	IRS, bond futures	250%	-150%		100%
Credit	CDS	10%			10%
	<b>Total</b>	500%			200%



Signed for and on behalf of:

- (For self-managed Luxembourg fund(s) only)*  
The board of directors of the Luxembourg fund(s)
- (For Luxembourg fund(s) which is/are not self-managed Luxembourg fund(s)) (Please insert below the name of the management company of the Luxembourg fund(s))*

Name of authorized signatory : \_\_\_\_\_  
Signature : \_\_\_\_\_  
Title / Position : \_\_\_\_\_  
Date (date / month / year) : \_\_\_\_\_



## **ANNEX E: Letters from the management company or the board of directors of the Luxembourg fund(s) and the approved person regarding non-fulfilment of authorization condition(s)**

*(Note: Both Part A and Part B must be completed and submitted to the SFC at the time of application of the Luxembourg fund(s).)*

### **Part A – Acknowledgement from the management company**

To: Securities and Futures Commission (the “SFC”)

Name (or such other name as may be approved by the SFC) of Luxembourg fund(s)<sup>16</sup>:  
*[insert name of all Luxembourg fund(s) under application]*

(collectively, the “Luxembourg Funds” each, a “Luxembourg Fund”)

In connection with the application for authorization (“Authorization Application”) of the Luxembourg Fund(s) and the related Hong Kong offering document(s) (“Hong Kong Offering Document(s)”), we understand that under section 104(1) and section 105(1) of the Securities and Futures Ordinance (“SFO”), the SFC may, where it considers appropriate, authorise the Luxembourg Fund(s) and the issue of the Hong Kong Offering Document(s) respectively, subject to such conditions as the SFC considers appropriate.

We acknowledge that for the authorization (if granted by the SFC) of the Luxembourg Fund(s) and its/their Hong Kong Offering Document(s) (“Authorization”) to become effective, all relevant conditions (“Relevant Conditions”) imposed by the SFC as set out in the letter of authorization (“Authorization Letter”) are generally required to be fulfilled within 2 months from the date of the Authorization Letter (as may be extended by the SFC upon the submission of proper justifications by the applicant) (“Time Limit”). A confirmation for fulfilment is required to be submitted to the SFC<sup>17</sup> within the Time Limit.

In this connection, we hereby authorise *[insert name of the approved person / nominated approved person]* (“Approved Person”) in his/her capacity as the approved person (upon approval by the SFC) to submit the Withdrawal Application (as defined and set out in Part B below) herewith which is to take effect upon occurrence of the events set out therein.

We further agree and undertake to procure the Approved Person or his/her successor to do all such other acts and execute such other documents to give effect to the Withdrawal Application as and when required by the SFC.

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<sup>16</sup> As stated under 3(a)(ii), (iv) and (v) of the Application Form for Unit Trusts and Mutual Funds, Investment-Linked Assurance Schemes and Unlisted Structured Investment Products and in Section A of the Information Checklist for Application for Authorization of Luxembourg Funds under the Mutual Recognition of Funds Arrangement and the Revamped Process submitted to the SFC in respect of the application for seeking SFC’s authorization of the Luxembourg fund(s) and its/their Hong Kong offering document(s).

<sup>17</sup> For the Authorization to become effective, the applicant must submit to the SFC a duly completed and properly executed “Confirmation of fulfilment of authorization conditions”, as set out in Annex G of this Information Checklist as may be updated by the SFC from time to time.





Signed for and on behalf of:

- (For self-managed Luxembourg fund(s) only)*  
The board of directors of the Luxembourg fund(s)
  
- (For Luxembourg fund(s) which is/are not self-managed Luxembourg fund(s)) (Please insert below the name of the management company of the Luxembourg fund(s))*

Name of authorized signatory

:

Signature

:

Title / Position

:

Date (date / month / year)

:



**Part B – Application for withdrawal of authorization (in the event of non-fulfilment of all conditions required for an authorization to become effective) by the approved person of the Luxembourg fund(s)**

To: Securities and Futures Commission (the “SFC”)

Name (or such other name as may be approved by the SFC) of Luxembourg fund(s)<sup>18</sup>:  
[insert name of all Luxembourg fund(s) under application]

(collectively, the “Luxembourg Funds” and each, a “Luxembourg Fund”)

I, [insert name], in my capacity as the approved person (upon approval by the SFC) (“Approved Person”) of the Luxembourg Fund(s) for the purpose of section 104(2) and section 105(2) of the Securities and Futures Ordinance (“SFO”), write to submit that this letter be served as an application for withdrawal of authorization (if granted by the SFC) of the Luxembourg Fund(s) and its/their Hong Kong offering document(s) pursuant to section 106(2) of the SFO (“Withdrawal Application”) upon occurrence of the events set out below.

In respect to each Luxembourg Fund, this Withdrawal Application shall become effective in the event that: (i) authorization has been granted by the SFC under section 104(1) and section 105(1) of the SFO (“Authorization”); and (ii) if any of the conditions imposed by the SFC for the Authorization to become effective (“Relevant Conditions”) as stated in the letter of authorization letter issued by the SFC (“Authorization Letter”) has not been fulfilled and complied with within the prescribed time limit as stated in the Authorization Letter (as may be extended in writing by the SFC).

The Withdrawal Application herein will cease to have any effect and be lapsed with regard to each Luxembourg Fund once the respective Authorization (if granted by the SFC) has become effective in accordance with terms as stipulated under the Authorization Letter.

Name of the approved person of the Luxembourg fund(s) : \_\_\_\_\_  
Signature : \_\_\_\_\_  
Title / Position : \_\_\_\_\_  
Date (date / month/ year) : \_\_\_\_\_

<sup>18</sup> As stated under 3(a)(ii), (iv) and (v) of the Application Form for Unit Trusts and Mutual Funds, Investment-Linked Assurance Schemes and Unlisted Structured Investment Products and in Section A of the Information Checklist for Application for Authorization of Luxembourg Funds under the Mutual Recognition of Funds Arrangement and the Revamped Process submitted to the SFC in respect of the application for seeking SFC’s authorization of the Luxembourg fund(s) and its/their Hong Kong offering document(s).



## **ANNEX F: Chinese translation confirmation**

### **Option 1: One Confirmation to be Issued**

Name of Luxembourg fund(s) under application (the “Luxembourg Fund”):

a) Name of the umbrella/single fund(s) : \_\_\_\_\_

b) Name of the relevant sub-fund(s) : \_\_\_\_\_

I hereby certify and confirm that:

(a) *(please tick one of the following boxes)*

I have appointed *(please insert the name of the person)* \_\_\_\_\_, who is fully conversant in the Chinese language and competent to review and ensure the truth and accuracy of the Chinese translation of *(please insert the name of relevant document(s))* \_\_\_\_\_ (the “Relevant Chinese Document(s)”) in respect of the Luxembourg Fund, to review and ensure the truth and accuracy of the Relevant Chinese Document(s);

I am fully conversant in the Chinese language and competent to review and ensure the truth and accuracy of the Chinese translation of *(please insert the name of relevant document(s))* \_\_\_\_\_ (the “Relevant Chinese Document(s)”) in respect of the Luxembourg Fund, and have reviewed and ensured the truth and accuracy of the Relevant Chinese Document(s); and

(b) the Relevant Chinese Document(s) is/are the true and accurate translation of the English version(s) of the same documentation.

Name of the party issuing confirmation<sup>19</sup> : \_\_\_\_\_

Name of authorized signatory : \_\_\_\_\_

Title / Position of authorized signatory : \_\_\_\_\_

Signature : \_\_\_\_\_

Date (date / month/ year) : \_\_\_\_\_

<sup>19</sup> Please refer to the SFC’s circular regarding streamlining of authorization process (30 December 2005) which can be downloaded at: <http://www.sfc.hk/edistributionWeb/gateway/EN/circular/openFile?refNo=H480> and the Frequently Asked Questions on the Application Procedures for Authorization of Unit Trusts and Mutual Funds under the Revamped Process which can be downloaded at: <http://www.sfc.hk/web/EN/faqs/product-authorization/application-procedures-for-authorization-of-unit-trusts-and-mutual-funds-revamped-process.html>



**Option 2: Two Confirmations to be Issued (Comprising the First Confirmation and Second Confirmation Below)**

**First Confirmation**

Name of Luxembourg fund(s) under application (the “Luxembourg Fund”):

a) Name of the umbrella/single fund(s) : \_\_\_\_\_

b) Name of the relevant sub-fund(s) : \_\_\_\_\_

I hereby certify and confirm that I have appointed (*please insert the name of the translation company*) \_\_\_\_\_, a company with qualified personnel who are fully conversant in the Chinese language and competent to review and ensure the truth and accuracy of the Chinese translation of (*please insert the name of relevant document(s)*) \_\_\_\_\_ (the “Relevant Chinese Document(s)”) in respect of the Luxembourg Fund, to review and ensure the truth and accuracy of the Relevant Chinese Document(s). .

Name of the party issuing confirmation<sup>20</sup> : \_\_\_\_\_

Name of authorized signatory : \_\_\_\_\_

Title / Position of authorized signatory : \_\_\_\_\_

Signature : \_\_\_\_\_

Date (date / month / year) : \_\_\_\_\_

<sup>20</sup> Please refer to the SFC’s circular regarding streamlining of authorization process (30 December 2005) which can be downloaded at: <http://www.sfc.hk/edistributionWeb/gateway/EN/circular/openFile?refNo=H480> and the Frequently Asked Questions on the Application Procedures for Authorization of Unit Trusts and Mutual Funds under the Revamped Process which can be downloaded at: <http://www.sfc.hk/web/EN/faqs/product-authorization/application-procedures-for-authorization-of-unit-trusts-and-mutual-funds-revamped-process.html>



## Second Confirmation

Name of Luxembourg fund(s) under application (the "Luxembourg Fund"):

- a) Name of the umbrella/single fund(s) : \_\_\_\_\_
- b) Name of the relevant sub-fund(s) : \_\_\_\_\_

I hereby certify and confirm that:

- (i) (please insert the name of the translation company)  
has been appointed by (please insert the name of the appointing party)  
to review the Chinese translation of (please insert the name of relevant document(s))  
(the "Relevant Chinese Document(s)") in respect of the Luxembourg Fund;
- (ii) (please insert the name of the translator)  
of this office is fully conversant in the Chinese language and competent to review and ensure the truth and accuracy of the Relevant Chinese Document(s); and
- (iii) the Relevant Chinese Document(s) is/are the true and accurate translation of the English version(s) of the same documentation.

Name of the translator<sup>21</sup> : \_\_\_\_\_

Name of authorized signatory : \_\_\_\_\_

Position / Title of authorized signatory : \_\_\_\_\_

Signature : \_\_\_\_\_

Date (date / month / year) : \_\_\_\_\_

<sup>21</sup> Please refer to the SFC's circular regarding streamlining of authorization process (30 December 2005) which can be downloaded at: <http://www.sfc.hk/edistributionWeb/gateway/EN/circular/openFile?refNo=H480> and the Frequently Asked Questions on the Application Procedures for Authorization of Unit Trusts and Mutual Funds under the Revamped Process which can be downloaded at: <http://www.sfc.hk/web/EN/faqs/product-authorization/application-procedures-for-authorization-of-unit-trusts-and-mutual-funds-revamped-process.html>



## **Annex G: Confirmation of fulfilment of authorization conditions**

Dated: \_\_\_\_\_ (*Note*\*)

To: Securities and Futures Commission (the "SFC")

Name of the Luxembourg fund(s): \_\_\_\_\_ (the "Luxembourg Fund(s)")

We refer to the letter from the SFC dated \_\_\_\_\_ (*insert date*) granting authorization of the Luxembourg Fund(s) and its/their Hong Kong offering document(s) (the "Authorization Letter").

### **Confirmations/undertakings**

We hereby confirm our agreement to all the conditions for the authorization of the Luxembourg Fund(s) as set out in the Authorization Letter ("Authorization Conditions"). We further confirm and undertake that the Authorization Conditions have been fulfilled and will be complied with in respect of the Luxembourg Fund(s).

*(Please tick if applicable)* In particular:

- (Applicable only to Luxembourg fund(s) whose HKOD are subject to comments of the SFC)* We confirm that the finalised draft of the Hong Kong offering document(s) of the Luxembourg Fund(s) ("HKOD") has/have properly addressed all the comments of the SFC on the HKOD as set out in the Authorization Letter.
- We confirm that the finalised draft of the HKOD is consistent with the latest offering document(s) which is/are currently made available to Luxembourg investors and has/have obtained the necessary approval from/completed the required notification to/filing with the Commission de Surveillance du Secteur Financier.
- We confirm that a Hong Kong representative which complies with 9.4 of the Code on Unit Trusts and Mutual Funds (the "UT Code") has been duly appointed in respect of the Luxembourg Fund(s) in accordance with Chapter 9 of the UT Code.
- All other confirmations and/or undertakings that are required to be submitted in accordance with the Authorization Letter are set out below: *(use separate sheet(s) if necessary)*

\_\_\_\_\_  
\_\_\_\_\_

### **Supporting documentation**

We confirm that a hard copy of all the documents as required to be submitted pursuant to the Authorization Letter is enclosed and listed below:

- A cheque in the total sum of \_\_\_\_\_ (*insert amount*) made payable to the "Securities and Futures Commission" in payment of the authorization fees and annual fees in respect of the Luxembourg Fund(s)
- Finalised draft of the English HKOD, with (i) changes (shown in mark-ups against previously submitted version) properly addressing all the comments of the SFC on the HKOD (if any) as set out in the Authorization Letter and (ii) annotations against Annex H to the Information Checklist for

\_\_\_\_\_  
\* Please refer to "Chapter 7 – Documentation requirements following SFC authorization and prior to the authorization becoming effective" of the Guide on Practices and Procedures for Application for Authorization of Unit Trusts and Mutual Funds, including the timeframe within which the applicant is required to submit this confirmation to the SFC.



Application for Authorization of Luxembourg Funds under the Mutual Recognition of Funds Arrangement and the Revamped Process

- Chinese version of the HKOD and the executed Chinese translation confirmation(s)
- Copy of duly executed constitutive documents
- Please list out such other documents that are required to be submitted pursuant to the Authorization Letter: (use separate sheet(s) if necessary)*

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Signed for and on behalf of:

- Applicant :  *(For self-managed Luxembourg fund(s) only)*  
The board of directors of the Luxembourg fund(s)
- (For Luxembourg fund(s) which is/are not self-managed Luxembourg fund(s)) (Please insert below the name of the management company of the Luxembourg fund(s))*

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- Name of authorized signatory :  *(For self-managed Luxembourg fund(s) only)*

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*(Insert name of at least one executive director<sup>8</sup> (or above) of the Luxembourg fund(s))*

- :  *(For Luxembourg fund(s) which is/are not self-managed Luxembourg fund(s))*

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*(Insert name of at least one executive director<sup>8</sup> (or above) of the management company of the Luxembourg fund(s))*

Signature :

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Title / Position :

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Date (date / month / year) :

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## **Annex H: Reference on annotations for the Hong Kong offering documents of Luxembourg funds**

1. The Hong Kong offering documents (“HKOD”) of a Luxembourg fund as annotated are required to be submitted to the SFC before the authorization of the Luxembourg fund may become effective. This document aims to assist applicants of new fund applications in annotating the finalised English draft of the HKOD of a Luxembourg fund under application against the required disclosure requirements.
2. The management company is obliged to disclose any information which may be necessary for investors to make an informed judgment.

### **SFC Circular on “Mutual Recognition of Funds (MRF) between Luxembourg and Hong Kong” dated 15 January 2019 as amended from time to time**

**TABLE 1 – Basic disclosure requirements**

<b>Hong Kong offering documents</b>
5.6 of Overarching Principles Section (“OPS”) of SFC Handbook for Unit Trusts and Mutual Funds, Investment-Linked Assurance Schemes and Unlisted Structured Investment Products (“SFC Handbook”)
Note (2) to 5.5(b) of the Code on Unit Trusts and Mutual Funds (the “UT Code”)
6.16 of the UT Code
6.17 of the UT Code
8.9(j) of the UT Code
<b>KFS</b>
6.5 of the OPS of the SFC Handbook
6.6 of the OPS of the SFC Handbook
6.7 of the OPS of the SFC Handbook
6.8 of the OPS of the SFC Handbook
6.2A of the UT Code
<b>Use of disclaimers</b>
6.12 of the OPS of the SFC Handbook
<b>Enquiries and complaints handling</b>
7.4 of OPS of the SFC Handbook
<b>Mention of SFC authorization</b>
1.10 of OPS of the SFC Handbook
<b>Other disclosure</b>
Appendix C1 to the UT Code
Appendix C2 (except for provisions regarding securities financing transactions) to the UT Code
Appendix C2B to the UT Code
Appendix C2C to the UT Code
Appendix C3 to the UT Code
Appendix C4 to the UT Code
Appendix C5 to the UT Code
Appendix C6 to the UT Code

Amended



**SFC Circular on “Mutual Recognition of Funds (MRF) between Luxembourg and Hong Kong” dated 15 January 2019 as amended from time to time**
**TABLE 1 – Basic disclosure requirements**

Appendix C7 to the UT Code
Appendix C8 to the UT Code
Appendix C9 to the UT Code
Appendix C10 to the UT Code
Appendix C11 to the UT Code
Appendix C12 to the UT Code
Appendix C13 to the UT Code <i>(if applicable)</i>
Appendix C14 to the UT Code
Appendix C15 to the UT Code
Appendix C16 to the UT Code
Appendix C17 to the UT Code
Appendix C18 to the UT Code
Appendix C18A to the UT Code
Appendix C19 to the UT Code
Appendix C19A to the UT Code
Appendix C20 to the UT Code
Appendix C21 to the UT Code
Appendix C22 to the UT Code
Appendix C22A to the UT Code
Appendix C23 to the UT Code
Appendix C24 to the UT Code
Appendix C25 to the UT Code
Appendix C26 to the UT Code
Paragraph 29 of the Circular
Disclosure requirements in the relevant Frequently Asked Questions (FAQs) issued by the SFC from time to time, including, FAQs on the Code on Unit Trusts and Mutual Funds, FAQs on Post Authorization Compliance Issues of SFC-authorized Unit Trusts and Mutual Funds, FAQs on SFC Authorization of UCITS Funds and FAQs on Luxembourg-Hong Kong Mutual Recognition of Funds.
Other information which may have a significant impact on the investors in Hong Kong

**TABLE 2 – Additional disclosure requirements for specific type of Luxembourg funds**
***Applicable only to feeder funds***

UT Code – 7.12
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## APPENDIX

### Personal Information Collection Statement

1. This Personal Information Collection Statement (“**PICS**”) is made in accordance with the guidelines issued by the Office of the Privacy Commissioner for Personal Data. The PICS sets out the policies and practices of the Securities and Futures Commission (“**SFC**”) with regard to your Personal Data<sup>22</sup> and what you are agreeing to with respect to the SFC’s use of your Personal Data for the purposes identified below.

#### Purpose of Collection

2. The Personal Data provided in any application, filing, submission (including any related form, checklist, confirmation, documentation or correspondence), enquiry, survey or any other form of request for information (as the case may be) will be used by the SFC for one or more of the following purposes:
  - to administer the Securities and Futures Ordinance (“**SFO**”) and other relevant Ordinances (including the Companies (Winding Up and Miscellaneous Provisions) Ordinance, the Companies Ordinance, the Anti-Money Laundering and Counter-Terrorist Financing (Financial Institutions) Ordinance, Financial Institutions (Resolution) Ordinance), rules, regulations, codes and guidelines made or promulgated pursuant to the powers vested in the SFC as in force at the relevant time, including:
    - *SFC Handbook for Unit Trusts and Mutual Funds, Investment-Linked Assurance Schemes and Unlisted Structured Investment Products and the various Product Codes therein;*
    - *Code on Real Estate Investment Trusts;*
    - *SFC Code on MPF Products;*
    - *Code on Open-ended Fund Companies;*
    - *Code on Pooled Retirement Funds;*
    - *Advertising Guidelines Applicable to Collective Investment Schemes Authorized under the Product Codes;*
    - *Guidance Note for Persons Advertising or Offering Collective Investment Schemes on the Internet;*

(collectively, the “**Relevant Ordinances and Regulatory Requirements**”)

  - to process any application made under the Relevant Ordinances and Regulatory Requirements where you may have a connection;
  - to monitor the ongoing compliance of SFC-authorized investment products, open-ended fund companies and their key operators with the Relevant Ordinances and Regulatory Requirements;
  - for the purposes of inviting attendees to events or industry briefings organised by the SFC;
  - for the purposes of performing the SFC’s statutory functions under the relevant Ordinances, including surveillance, investigation, inspection or enforcement / disciplinary action;
  - for research or statistical purposes;

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22 Personal Data means personal data as defined in the Personal Data (Privacy) Ordinance, Cap 486 (“**PDPO**”).



- other purposes directly relating to any of the above; and
  - other purposes as permitted by law.
3. Failure to provide the requested Personal Data may result in the SFC being unable to process your application or request, or perform its statutory functions under the relevant Ordinances.

#### **Transfer / Matching of Personal Data**

4. Personal Data may be disclosed by the SFC to (i) other financial regulators in Hong Kong (including the Hong Kong Exchanges and Clearing Limited, the Hong Kong Monetary Authority, the Insurance Authority and the Mandatory Provident Funds Schemes Authority), (ii) government bodies (including the Hong Kong Police Force, the Customs and Excise Department, the Independent Commission Against Corruption, and the Companies Registry), (iii) relevant courts, panels, tribunals and committees, (iv) overseas regulatory / government / judicial bodies as permitted or required under the law, or pursuant to any regulatory / supervisory / investigatory assistance arrangements between the SFC and other regulators (local / overseas), and/or (iv) persons engaged by the SFC to assist the SFC in the performance of its statutory functions.
5. Personal Data may be used by the SFC and/or disclosed by the SFC to the above organizations / bodies / persons in Hong Kong or elsewhere for the purposes of verifying / matching<sup>23</sup> those data. You consent to the use of your Personal Data for carrying out a matching procedure (as defined in the PDPO).
6. Your Personal Data may be transferred to place(s) outside of Hong Kong for the purposes stated herein (such places may or may not offer the same or a similar level of personal data protection as in Hong Kong).

#### **Access to Data**

7. You have the right to request access to and correction of your Personal Data held by the SFC about you in accordance with the provisions of the PDPO. Your right of access includes the right to request a copy of your Personal Data held by the SFC. The SFC has the right to charge a fee for processing of any data access request.

#### **Enquiries**

8. Any enquiries regarding the Personal Data provided, or requests for access to Personal Data or correction of Personal Data, should be addressed in writing to:

The Data Privacy Officer  
Securities and Futures Commission  
35th Floor, Cheung Kong Center  
2 Queen's Road Central  
Hong Kong

A copy of the Privacy Policy Statement adopted by the SFC is available on the SFC's website at [www.sfc.hk](http://www.sfc.hk).

December 2018

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<sup>23</sup> "matching procedure" is defined in section 2 of the PDPO.