

HAPFS Membership Termination Operation Flow Chart

The below case study illustrates an overview of the operational flow on how to process a pervious termination member case with notice period for *2 months or more*. The termination member received benefit payment within 30 calendar days from last date of employment.

Case study

Member

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<u>Party</u>	<u>Time</u>	<u>Process</u>	
Member	28 Feb 2011	Member's last date of employment.	
醫院管理局 HOSPITAL AUTHORITY	On or before 26 Jan 2011	➤ HA informed HAPFS the termination date of the leaving member.	
Hospital Authority Provident Fund Scheme (HAPFS)	31 Jan 2011 On or before 15 Feb 2011	 HAPFS received January contribution from HA. HAPFS issued audited fund prices for HSBC to calculate the member's redemption proceeds. 	
	28 Feb 2011	► HAPFS received February contribution from HA.	
	On or before 8 Mar 2011	HSBC completed benefit payment calculation and requested HAP remit funds.	FS to
HSBC 🖎	On or before 15 Mar 2011	 HSBC processed the net benefit payment for credit to member's baccount via auto-pay. 	ank
	On or before 23 Mar 2011	HSBC sent "payment advice" and "transaction detail" to member mailing address.	s
	On or before mid-Mar 2011	*Remarks: If applicable, the following fees will be deducted from the benefit payment by HS (1) any long service/severance payment, and/or (2) minimum MPF benefit.	SBC:

HAPFS Membership Termination Operation Flow Chart

The below case study illustrates an overview of the operational flow on how to process a pervious termination member case with 1 month notice. The termination member received benefit payment within 30 calendar days from last date of employment.

Case study

Member

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<u>Party</u>	<u>Time</u>	<u>Process</u>	
Member	28 Feb 2011	Member's last date of employment.	
醫院管理局 HOSPITAL AUTHORITY	On or before 24 Feb 2011	➤ HA informed HAPFS the termination date of the leaving member.	
Hospital Authority Provident Fund Scheme (HAPFS)	31 Jan 2011 On or before 15 Mar 2011 28 Feb 2011	 HAPFS received January contribution from HA. HAPFS issued audited fund prices for HSBC to calculate the member's redemption proceeds. HAPFS received February contribution from HA. 	
HSBC 🖎	On or before 24 Mar 2011 On or before 31 Mar 2011 On or before 11 Apr 2011	 HSBC completed benefit payment calculation and requested HAPI remit funds. HSBC processed the net benefit payment for credit to member's b account via auto-pay. HSBC sent "payment advice" and "transaction detail" to member' mailing address. 	ank
	On or before end of Mar 2011	*Remarks: If applicable, the following fees will be deducted from the benefit payment by HS (1) any long service/severance payment, and/or (2) minimum MPF benefit.	SBC: