

Revision of Maximum Level of Relevant Income for MPF Contributions 修訂強積金供款最高有關入息水平

Starting from 1 June 2012, the maximum level of **relevant income**¹ for MPF mandatory contributions will be adjusted from HK\$20,000 to HK\$25,000 monthly or from HK\$240,000 to HK\$300,000 yearly accordingly.

由2012年6月1日起，強制性供款最高**有關入息**¹水平將由每月20,000港元調高至25,000港元（或由每年240,000港元上調至300,000港元）。

In view of the revision of the maximum level of **relevant income**, the Financial Secretary proposed to increase the maximum annual tax deduction for mandatory contributions to MPF schemes from HK\$12,000 to HK\$14,500 in 2012/13 and to HK\$15,000 in 2013/14 onwards. Legislative amendments are required for implementing the proposed measures.

鑑於最高**有關入息**水平有所修訂，財政司司長建議提高強積金強制性供款每年最高可扣除稅項款額，由12,000港元修訂為2012/13課稅年度的14,500港元及2013/14和以後課稅年度的15,000港元。本建議須於當局修改法例後方可落實。

Monthly contribution amount on and after 1 June 2012:
2012年6月1日及以後的每月供款額：

Monthly relevant income 每月有關入息	Mandatory contribution amount 強制性供款額	
	Employer's contributions 僱主供款	Employee's contributions 僱員供款
Less than 少於 HK\$6,500 港元	Relevant income 有關入息 x 5%	Not required 無須供款
HK\$6,500 港元 - HK\$25,000 港元	Relevant income 有關入息 x 5%	Relevant income 有關入息 x 5%
More than 多於 HK\$25,000 港元	HK\$1,250 港元	HK\$1,250 港元

¹ 'Relevant income' refers to any wages, salary, leave pay, fee, commission, bonus, gratuity, perquisite or allowance (including housing allowance or other housing benefit), expressed in monetary terms, paid by an employer to an employee. It does not include any severance or long service payments under the Employment Ordinance.

「有關入息」是指僱主以金錢形式支付予僱員的任何工資、薪金、假期津貼、費用、佣金、花紅、獎金、合約酬金、賞錢或津貼(包括房屋津貼或其他房屋利益)。《僱傭條例》下的遣散費或長期服務金則除外。

2012.04

Actions employers need to take

The amendment on the **relevant income** level for mandatory contribution may affect an employer's MPF contribution system and details of voluntary contribution arrangement. To ensure that employees are well informed about the regulatory change, an employer should also take the initiative to remind employees about the impact of the amendment through internal communications. Here are some top tips to help you prepare for the regulatory change:

Update payroll and MPF contribution system

- Employers should update the system for calculating MPF contributions to ensure that contributions can be made according to the new level for contribution periods starting 1 June 2012.
- If the payroll system is outsourced, the employer should work with the vendor well in advance of the effective date to reflect the change in the pay slip.
- Underpayment of mandatory contributions would be regarded as default contribution warranting report to the MPFA for its appropriate follow-up actions.

Review voluntary contribution arrangement

- If an employee is making voluntary contributions, the amendment may affect the split between voluntary and mandatory contributions.
- Employers using the Occupational Retirement Schemes Ordinance scheme for voluntary contribution on top of the MPF scheme should review the voluntary scheme for any potential impact.

Enhance internal communications

- Employers should update their employees about the amendment to the **relevant income** level and remind employees from making mandatory employee contributions starting 1 June 2012 to check whether their payroll and contribution records are correct.

For any enquiries on how to calculate the contributions, please feel free to contact us.

僱主如何配合新修訂

今次強制供款的**有關入息**水平修訂，可能會影響僱主的強積金供款系統，以及自願性供款計劃的細節。為確保僱員得知條例改變，僱主應加強內部溝通，提醒僱員今次修訂的影響。僱主亦可以參考以下建議，為新修訂及早作出調整：

更新工資及強積金供款系統

- 僱主須更新計算供款的系統，確保由2012年6月1日起的供款期，可以按新修訂的水平計算及作出供款。
- 若僱主的工資管理系統由外判商承辦，僱主須及早與外判公司籌劃，以便於工資單據顯示有關影響。
- 少付之強制性供款將被視為拖欠供款，並須向積金局呈報以便當局跟進。

檢討自願性供款安排

- 若僱員有作出自願性供款，今次修訂可能會影響自願性供款與強制性供款的比例。
- 若僱主在強積金供款之上，以職業退休計劃作為自願性供款部份，僱主應該檢討自願性供款計劃會否受到今次修訂影響。

加強內部溝通

- 僱主應緊記通知僱員今次**有關入息**水平的調整，以及提醒自2012年6月1日起須作出僱員強制性供款的僱員，要小心核對工資及供款記錄。

若對計算供款有任何疑問，歡迎僱主向我們查詢。