




The 4th Switching of Application Plans for 2019 - "Provident Fund Scheme for Workers in the Public Services"

The Pension Fund has selected **6th December 2019** as the **4th switching day** of Application Plans under the Provident Fund Scheme in 2019, and the first switching in 2020 will be on 6th March.

Members should pay attention to the followings :

In order to support environmental protection, the frequency of our distributing paper account documents has been reduced, since this year, from a quarterly basis to half-yearly (in late January and late July respectively). Therefore, the paper account documents of this quarter will not be distributed to our members.

To browse or to download the provident fund account documents



Members may login to the "Switching Information Desk" or the "My Online Account" of the Pension Fund's website www.fp.gov.mo to browse the latest situation of accounts or to download the latest account documents (statements are available in Chinese and Portuguese only), including: Summary of Applications, Account Transactions and the Newsletter no.42. Members may also print the account statements through the self-service kiosks incorporated with printing feature in Macao.




Switching
Information
Desk

Submitting switching declaration forms electronically

In addition to submitting switching declaration forms in papers through the service departments that the members belong to, members from the public service departments of the pilot program for "eSwitching" may, submit their switching declarations electronically through self-service kiosks in Macao. If members have already applied the service of "eSwitching" and need to switch their application plans, they may submit the switching declarations electronically (available in Chinese and Portuguese only) within the specific submission period for this switching.


Submitting switching declaration forms in papers



If members need to switch their application plans, they should consult the guideline first. They should fill in all the required information and the distribution percentages in the form completely and correctly. The signed declaration forms should then be submitted to the Pension Fund through the service departments that the members belongs to, before the submission deadlines determined by their service departments. The Pension Fund will not process any declaration forms with errors, omissions or incompleteness.



Guideline and
switching
declaration form



For enquiries about switching, members are welcome to dial **our hotline 2835 6556** during the office hours. Members may also make appointments of face-to-face services through our hotline. Our service hours will be flexibly **extended to 8 p.m.** on working days.