

The 3rd Switching of Application Plans for 2019 – “Provident Fund Scheme for Workers in the Public Services”

The Pension Fund has selected [6th September 2019](#) as the third switching day of application plans under the Provident Fund Scheme in 2019, and the 4th switching day of this year will take place on 6th December.

Members should pay attention to the followings:

[The distribution, the consultation or the download of the Provident Account Statements](#)

- From late July until the beginning of August, the Pension Fund distributes an individual envelope containing statements (include: Application Summary and Account Transactions *(available in Chinese and Portuguese only)*) and a Newsletter (no.41) to each member through service departments. Members who have registered to use the “electronic account document services” may login to the **“Switching Information Desk”** by scanning the QR code on the right side or login to the desktop website of the Pension Fund www.fp.gov.mo – **“My Online Account”** to browse the latest situation of accounts or to download the latest account documents *(available in Chinese and Portuguese only)*.
- In order to provide our members with more channels of obtaining their account information, we have **installed the function of printing account documents at self-service kiosks incorporated with printing feature in Macao**. Members can print, anytime, their latest Provident Fund account documents *(available in Chinese and Portuguese only)*.



“Switching Information Desk”

[Launch of Pilot Program of “eSwitching”](#)

- In response to the deepening and the development of electronic governance of the Macao SAR Government, to provide convenient and fast services, to foster overall work efficiency and to promote electronic administration process and the concept of environmental protection, the Pension Fund, in collaboration with the Identification Bureau, has launched a pilot program for “eSwitching”. In addition to handing in the paper declarations for switching application plans through the service departments that they belong to, members may also submit their switching declarations electronically through self-service kiosks in Macao.
- The program consists of two trial phases. The first phase starts at the end of July this year, involving 9 public service departments: Public Administration and Civil Service Bureau, Identification Bureau, Municipal Affairs Bureau, Pension Fund, Financial Services Bureau, Public Security Forces Affairs Bureau, Education and Youth Affairs Bureau, Social Welfare Bureau and Social Security Fund. We will review the effectiveness of the pilot program so as to provide the related service to all members in the future.

[Submission of paper switching declaration forms](#)

- 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.**
- The switching declaration forms and the guidelines may be obtained through the service departments that the members belong to, or be [downloaded](#) through the Pension Fund’s website. The reminders of filling out the form are added in the switching declaration forms. Members are suggested to [download](#) and to fill in the forms through our website.



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.