New Pension Scheme for Private Schools Faculties

Operating Manual of Member's Choice Platform

Corporate Trust Dept.



Step 1. Register

Receive "Verification Letter" by Email

Content of "Verification Letter"

Open" CTBC Bank Corporate Trust Account Set-up Notification"



	Your specific "verification number"
	Welcome to join the Trust Website of CTBC ! Please click the link, <u>https://192.168.29.35:8943/tbs/mf/user_New_School_User_Authentication.jsp</u> , and then enter your ID Number and verification number (58p013) and Birthday to set up your User ID and Password .
2	After you completed the set up, please go back to the Trust website, <u>https://192.168.29.35:8943/tbs/en/index_isp</u> , you will see the log-in section in the right side of that page. Please enter your ID Number, User ID and Paseword to log in Trust website to start our service.
	Best Regards, CTBC Commercial Bank as Trustee of New Pension Scheme for Private School Faculties

Regster(2/3) : Process account verification



Set up User ID and Password

	CTBC Trust Online Banking Account Verification
Please insert the following information User ID	n then click "Submit" then you will go on to next page to set up your own "User ID" and "Password" Please use 6 to 12 digits or characters in combination to set up your User ID.
Please Confirm	
Password	Please use 6 to 12 digits or characters in combination to set up password.
Please Confirm	

Step 2. Log In

Log In

You can scan the QR Code or click the linkage as following to log in the website:

https://ecorp.ctbcbank.com/cts/school_login/index.jsp







Choose Account

You can click any account you own to inquiry the details



Site Map

*****You can choose the services as following you would like to use.



02-2396-2880

Step 3. Frequent Functions

Inquiries (1/2)

*****You can inquire the investment details within the period.

私校儲金管理委員 自主投資平台	🏛 🔝 Details 🝳 Inquiries – 🚱 Questions 🛓 Download 🖒 Preference 🏤 Questionnaire	🎄 Account Logout
Faculty Saving	s Trust Account / Investment Details	G Back
Inquiry Time 0 M 2015-10-13	onth 6 Month 1 Year Period	
CTBC Bank bas Corporations of	Reminder ed amounts and accumulated units shown on this web page are for reference only. The amounts you can withdraw will be in accordance with the b sed on the contract of 'Retirement, Compensation, Resignation and Severance Fund Management Committee for Teachers and Staff of Private S. The Republic of China " of investment and redemption is 17th of each month(for public holiday, will be delayed to the immediately working day).	
Our client service time is	Weekday 9:00-17:30 / E-banking and Accounts Inquiries 02-2658-0128 / Investment Consulting 0800-898-558 / Fund Management Committee for Private School	s Faculties C2-2396-2880

Inquiries (2/2)

You can download the investment details.

From:2017-05-08 ~ To:2017-08-08

Contributions

Value Data	School	Contributed by Faculties	Contributed by School	Contributed by Authority	Remainders from School's Contribution	Sum
2018-01-02	TRUST	500	500	500		01,500
2018-01-02	TRUST	500	500	500		01,500
Sum		1,000	1,000	1,000		03,000

Investments

Value Data	Portfol	io	Contribution Amount	ts	Investme	nt Prices	Investment Units
2018-02-01	Conservative Portfolio	0	98			15.1	6.4
2018-01-17	Stable Portfolio			2,831		15.2	185.2
2018-01-02	Lifecycle Portfolio 038	5-040		1,500		12.4895	120.10
2018-01-17	Lifecycle Portfolio 036	5-040		3,676		15.2	241.84
2018-02-01	Lifecycle Portfolio 038	5-040		22		15.2	1.44
2018-01-17	Aggressive Portfolio			2,734		13	210.3
018-01-01	Lifecycle Portfolio 030	6-040		9		10,1695	0.7
018-01-02	Lifecycle Portfolio 036-040		1,500		14,1695	105.8	
018-01-17	Lifecycle Portfolio 038-040			3,875		13	298.0
018-02-01	Lifecycle Portfolio 038-040			12		13	<u> </u>
um			1	6,257			
edempt	Portfolio	Redemption Amounts	Redemptions	Reden	nption	Transform	Respection net
018-01-17Co	nservative Portfolio		326 15.1	01	750	600	10.7
	evele Portfolia		9 10.4895		0.762	g	

- 1.If you apply for "investment adjustment" over 2 times per year in Faculty Saving Account will be charged NT\$200.
- 2.Additional Saving Account and Pending Withdraw Account will not be charged transaction fees.

Note: The production webpage by logging in the exclusive website shall be deemed and the above is for your reference only .

Change (1/2)

Choose one of the Portfolio corresponding with your risk appetite form 1st to 15th of each month.

私校儲金管理委員會 自主投資平台 日	🕼 Details 🝳 Inquiries - 🕘 Questions 🛓 Download 🖒 Preference 🍘 Questionnaire									
Faculty Savings T	Faculty Savings Trust Account / Member's Choice									
Member's Choice										
	Value Trend		Portfolio	Product Risk Appetite						
0	60		Aggressive Portfolio	Aggressive						
۲			C Lifecycle Portfolio 038-040							
0	600		Conservative Portfolio	Conservative						
0	III		Stable Portfolio	Stable						
Save Cancel										

Change (2/2)

The website will show the message as you complete the Member's Choice.

私校儲金管理委 自主投資平台	Mi Detalis Q II	Account Logout	
Faculty Saving	gs Trust Account / Men	nber's Choice	C Batk
Member's	Choice		Display Al Display 🗸
	Value Trend	Portfolio	Product Fisk Appetite
		Aggressive Portfolio	Aggressive
		Conservative Portfolio	Concervative
۲		A Stable Portfclio	Stable
Save Cancle			

Note: The production webpage by logging in the exclusive website shall be deemed and the above is for your reference only .

Setting (1/3)

You can set up your stop loss / stop profit point if necessary.

-aculty Sa	vings Trust Account	Performance	e Management						ØB
Descri	ption						Enabled	Display All	Display
Value Irend	Portfolio	Accumulated Amount	Accumulated Units	Net Asset Value	Market Value	Rate of Return	Stop Loss Stop Protit	profit	Notice
Laul.	Aggressive Portfolio	0	0	0	0	0%	± 5 %	Stcp Loss	Sto Pro
							± 2 %	🔽 Stcp	V Sto

Setting (2/3)

By Email



The stop loss/ stop profit point has been triggered according to your previous set-up. Please check the details by logging in "Investment Adjustment" in our website from 1st to 15th of each month. Many thank!

Sincerely,

CTBC Bank

Setting (3/3)

*****By Pop-pop window



Transform (1/4)

You can redeem your stock units then invest another portfolio

corresponding with your risk appetite form 1st to 15th of each month.

Faculty S	理委員會 ^{資平台} In Details Q In avings Trust Account /	iquiries - 😧 Question	2	 The blank will be locked if your risk appetite is lower than the portfolio. Lifecycle Fund will be allowed to insert the "Redemption percentage" and Member's Choice Portfolio will be allowed to insert the "Redemption Units". 				
Value Trend	Portfolio	Accumulated Units	Redemption Units	Redemption percentage	Switch to Product Code	Net Asset Value *	Amount NT *	
(at	Lifecycle Portfolio 035-040	1,049.229	Units Units Units	% % %	Conservative Portfolio (Conservative) Stable Portfolio (Stable) Aggressive Portfolio (Aggressive)	10.11		
(at	Conservative Portfolio	101,588.656	Units Units Units	% % %	Lifecycle Portfolio 036-040 Stable Portfolio (Stable) Aggressive Portfolio (Aggressive)	10		
Lad	Stable Portfolio	196.25	Units Units Units	% %	Lifecycle Portfolio 036-040 Conservative Portfolio (Conservative) Aggressive Portfolio (Aggressive)	10.1		

Transform (2/4)

Condition 1. Transaction Failed

You have applied for "Investment Adjustment" over 2 times and will be charged transaction fee but the redemption amounts are insufficient for the transaction fee.

Condition 2. Check Again

You have applied for "Investment Adjustment" over 2 times and will be charged transaction fee but the redemption amounts will be zero after deducted the transaction fee.

Condition 3. Transaction Successful

You have applied for "Investment Adjustment" lower than 2 times or over 2 times but the redemption amounts are sufficient for the transaction fee.

Transaction failed. You have applied for "investment Adjustment" over [6] times including this time and will be charged NT\$[200] as transaction fee because everyone only has two times for free per year. But we will not accept your application because the redemption amounts are insufficient for the transaction fee.

Confirm

Cancel

You have applied for "Investment Adjustment" over [8] times including this time and will be charged NT\$[200] as transaction fee because everyone only has two times for free per year. Your new investment amount will be zero after deducting the transaction fee. Please confirm that you would like to make adjustment or not?

Confirm

Remind	×
Dears, You have applied for "Investment Adjustment" over [8] times including this time and charged NT\$[200] as transaction fee because everyone only has two times for free year. Would you like to continue processing this transaction?	

19

Cancle

Transform (3/4)

CTBC Bank will redeem the units on 17th of each month (for public

holiday will be delayed to immediately business day).

私校儲金管理 自主投資平	Details Q li	Remind			×	🔹 Account 🛛 Logout
Faculty Savir	ngs Trust Account /	you would like to cand	lete your applicat on before el your "nvestment adjustme te the "investment adjustmen		f	G Back
Investme	ent Adjustment			Confirm	÷	Display All Display 👻
Value Trend	Portfolio	Stocks	Redemption Units	Switch to Product Code	Net Asset Value*	Amount NT *
	Conservative Portfolic	75,470.119	°0 °0	Conservative Portfolio Stable Portfolio	9.9393	200
Save Cancle						

Note: The production webpage by logging in the exclusive website shall be deemed and the above is for your reference only .

Trade date is YYYYMMDD and redemption date is YYYYMMDD. Please delete your transaction before 24:00 on trade date if you would like to cancel your application.

Confidential

Transform (4/4)

You can delete your transaction before 24:00 before 15th of each month by entering "Transaction Overview".

<u>私校儲金管</u> 自主投資 Faculty Sav	平台 Details Q		lication by "transaction over to cancel your "investment	rview" before 12:00 on the 15th of e adjus:m∋nt".	× ach	Account Logout
Investn	nent Adjustment					Display All Display 🕶
Value Trend	Portfolio	Stocks	Redemption Units	Switch to Product Code	Net Asset Value*	Amount NT *
	Conservative Forfolio	75,470.113	Unts Unts	Conservative Fortfolio Stable Portfolio	9.6969	
Save Can Importa Jordan NT Investment	nt note amourt transferred only to rece	ntly, reference to the ne	st calculation and. Net refer	ence combination of actual amount t	ransferred out will be in a	month on the 17th of the

NAV

*****You can inquiry the NAV any time within the last year



Portfolio Description



Note: The production webpage by logging in the exclusive website shall be deemed and the above is for your reference only .

Step 4. Others

Inquiries/Current NAV(1/3)

*****You can inquiry the NAV within last year

私校儲金管理委員會 自主投資平台	📕 📶 Details 🔍 Inquiries - 🥹	Questiors 🛓 Dowrload	🖒 Preference 🛛 🖀 Question	inaire	The Account Logout
Inquiries / Curre	ent NAV				
Account Summary	Faculty Savings Trust Account				
Current NA	V				Display All Display •
Date of NAV	Portfolio	Current NAV	Daily NAV Variation	Rate of Variation	NAV of the Last Month
2016 09 01	Conservative Portfolio	0.0090	0.550	5.603	Inquiry
2015-08-31	▲ Stakle Portfolio	11.7682	0.042	0.356	Inquity
2015-08-31	O Aggressive Portfolio	11.1912	0.079	0.708	Inquiry
					View1 ~3,Total 3

Inquiries/Current NAV(2/3)

NAV Charts within last year



Inquiries/Current NAV(3/3)

***NAV Details within last month**

Monthly NAV					Data time2015-10-13 17:37:30 Display All Display -
Date	NAV	Date	N/V	Date	NVA
2015-03-01	6.9969	2015-08-31	10.5592	2015-08-23	10 5423
2015-03-27	1J.4/44	2015-08-26	10.5065	2015-08-25	105155
2015 03 24	10.6237	2015 08 21	10.6484	2015 08 20	10 6297
2015-03-19	10.6517	2015-08-18	10.6539	2015-08-17	10.6403
2015-03-14	11.5838	2015-08-13	11.5815	2015-08-12	10,6353

Inquiries/Transaction Overview (1/2)

You can delete your application of "Investment Adjustment" <u>before</u> 24:00 on 15th of each month if necessary.

	金管理委員	💼 🔝 Details 🕻	🞗 Inquiries 🗸 🧿 Questic	ons 🛓 Download 🖞), Preference	🏤 Questionnaire			Account Logout				
Inquiries	s / Tran	isaction Overvie	W										
	Account Type Faculty Savings Trust Account Transaction Type All Transaction Status All Inquiry Time 3 Month 1 Year Period												
Data time 2015-10-10 17:03:46 Display All Display -													
Tran	isaction	n Overview						_					
Tran Delete	Isaction No.	n Overview	Classification	Status	Result	Redemption Portfolio	Redemption Unit	_					
	-		Classification Member's Choice	Status Transactior Completion	Result Staple	Redemption Portfolio Stable Potfolio	Redemption Unit	Dsp	ay All Display 🗸				
	No.	Instruction				-	Redemption Unit	Dsp	ay All Display 👻 Authorization				
	No. 1	Instruction 2015-10-13 17:36:00	Member's Choice	Transactior Completion		-	Redemption Unit	Dsp	ay All Display - Authorization 2015-10-1317 36:00				
Delete	No. 1 2	Instruction 2015-10-13 17:36:00 2015-10-13 17:36:39	Member's Choice Performance Maragement	Transactior Completion Transaction Completion		Stable Potfolio		D sp Investment Portfolio	ay All Display - Authorization 2015-10-1317 36:00 2015-10-1317 35:38				

Inquiries/Transaction Overview (2/2)

You can inquiry the transactions by the "Transaction Type", "Transaction Status" or "Period".

0	🧿 <u>私校儲金管理委員會</u> 🛄 Details 🝳 Inquiries - 🥹 Questions 🛓 Download 🔥 Preference 🚓 Questionnaire 自主投資平台	🚓 Accourt 🗌 ngnuf
	Inquiries / Transaction Overview	
	Account Type Faculty Savings Trust Account V Transaction Type Al V Transaction Status All	•
	Inquiry Time 3 Morth 6 Month 1 Year Period 2015-10-13 🗰 - 2015-10-13 🖬 Incuiry The period must be wit	hin a year

Important Reminder

The accumulated arrounts and accumulated units shown on this web page are for reference only. The amounts you can withdraw will be in accordance with the bookkeeping records of CTBC Bank based on the contract of 'Retirement, Compensation, Resignation and Severance Fund Management Committee for Teachers and Staff of Private School Consortium Corporations of the Republic of China".

a»The value date of investment and redemption is 17th of each month(for public holiday, will be delayed to the immediately working day)

Inquiries/Archive Records (1/2)

You can inquire the archive records during the managed centrally by the pension fund committee.

私校儲金管理委員會 自主投資平台	Q Inquires - 🕘 Questions	; 🛓 Dowrload 🧯	🖒 Preference 🛛 🏤	Questionnaire			0 -7	Account
nquiries / Archive Records								
Archive Records						Data Pe	eriod From 2010. Display	All Disola
Account Name	Product Name	Accumulated Amounts	Accumulated Units	Net Asset Value	Market Value	Profits and losses	Rate of Return	Investm
		Anounca	OTIKS	VIIII	(E=BxCxD)	(F=E-A)	(G=F/A)	Detail
FACULTIES BENEFIT AND SAVING TRUST ACCOUNT	SCHOOL'S CONTR BUTION	133,873	13,500.088	9.992T/VD	(E=BxCxD) 134,895	(F=E-A) 1,022	(G=F/A) 0	Detail
FACULTIES BENEFIT AND SAVING TRUST ACCOUNT FACULTIES DENEFIT AND SAVING TRUST ACCOUNT	SCHOOL'S CONTR BUTION THE AUTHORITY'S CONTRIBUTION							Inqui
ACCOUNT	THE AUTHORITY'S	133,873	13,500.088	9.992TWD	134,895	1,022	0	_

Inquiries/Archive Records (2/2)

♦ You can inquire the trading details from 2012/01/10 to 2013/03/08.



Taiwan Time: 2015-10-13 17:42:17

Faculty Savings Trust Account								play All - Cisp	ilay 🗸
Trade Date	Classification	Contribution Amounts	Investment Amounts	Redemption Amounts	Payment Amounts	Market Value	Per Unit Exchange Rate	Units	Fees
2013 03 19	REDEEMING	133,873	0	134,000	134,900	9.992 TVD	1	13,500.088	0
2013-02-06	INVESTMENT	3,843	3,843	0	0	9.989 TWD	1	384.719	0
2013-01-04	INVESTMENT	4,291	4,291	0	0	9.986 TWD	1	429.723	0
2012-12-04	INVESTMENT	3,731	3,731	0	0	9.997 TWD	1	373.305	0
2012-11-12	INVESTMENT	3,731	3,731	0	0	9.867 TWD	1	378.133	0
2012-10-03	INVESTMENT	3,731	3,731	0	0	9.963 TV/D	1	374.497	0
2012-09-05	INVESTMENT	3,731	3,731	0	0	10 011 TWD	1	372.683	0

Note: The production webpage by logging in the exclusive website shall be deemed and the above is for your reference only .

Questions

We will contact with you according your message as soon as possible.

私校儲金管理委員會 自主投資平台	L Details 🔍 Inquiries - 🔞 Questions 素 Download 🖒 Preference 🕋 Questionnaire	💮 Account 🛛 Logout
Questions		
Please contact us from 9:00 a.m	riday (except for weekends and holidays). 1. to 5:30 p.m. weekdays. 3 preferred contacts at the above voice mail box.	
Name	測試雁樓來	
Nane	別說准後代	
School	TRUST	
Phone Number		
Email		
Question Type	E-banking Operation Questions	
Contents	E-banking Operation Questions Accounting Questions Pension Scheme Investment Consultation	
Note: The produc	tion webpage by logging in the exclusive website shall be deemed and	d the above is

for your reference only .

Download

*You can download the <u>operating manual</u>, <u>Portfolio Description</u> and

Monthly Report if necessary.

Instructions Portfolio Description Monthily Report Conservative Portfolio Conservative Portfolio Conservative Portfolio Statement Conservative Portfolio StatementConservative Portfolio Statement	● 私校儲金管理委員會 自主投資平台	s 🝳 Inquiries – 🥘 Questions 📥 Download 🔥 Preference 🚳 Questionnaire	🎄 Account 🛛 Logou
T-Stable Portfolio T-Aggressive Portfolio Conservative Portfolio Stable Portf	Instructions Portfolic Description	Monthly Report	
T-Aggressive Portfolio Conservative Portfolio Conservative Portfolio Stable Portfolio Stable Portfolio Stable Portfolio Aggressive Portfolio Statement Aggressive Portfolio	T-Conservative Portfolio		
Conservative Portfolio Statement Conservative Portfolio Statement Stable Portfolio Statement Aggressive Portfolio Statement Aggressive Portfolio Statement	T-Stable Portfolio		
Conservative Portfolio Statement Stable Portfolio Statement Aggressive Portfolio Statement Aggressive Portfolio Statement	T-Aggressive Portfolio		
Stable Portfolio Statement Aggressive Portfolio Statement Aggressive Portfolio Statement	Conservative Portfolio Statement		
Stable Portfolio Statement Aggressive Portfolio Statement Aggressive Portfolio Statement	Conservative Portfolio Statement		
Aggressive Portfolio Statement Aggressive Portfolio Statement	Stable Portfolio Statement		
Aggressive Portfolio Statement	Stable Portfolio Statement		
	Aggressive Portfolio Statement		
Additional Contribution -Conservative Fortfolio Statemen	Aggressive Portfolio Statement		
	Additional Contribution -Conservati	ive Fortfolio Statemen	

Preference

CTBC Bank will announce exclusive preference for private school's



Note: The production webpage by logging in the exclusive website shall be deemed and the above is for your reference only .

Questionnaire (1/2)

Please complete the risk tolerance questionnaire before processing your member's choice for the first time.

私校儲金管理委員會 自主投資平台 」 ▲ Details Q Inquiries → Q Questions 素 Download ① Preference 我 Questionnaire								
Risk Tolerance Questionnaire Dears, Please complete the risk tolerance questionnaire, and then you can invest all of your pension in the portfolio corresponding with your risk appetite. Meanwhile, you can click the button of "Questions" to contact with the financial advisor if you don't know how to fill out the form.	Risk Appetite is Aggressive	Date of last update is: 2017-09-08						
Step 1 Acknowledgement Step 1 Step 2		Step 3						
I hereby confirm and agree that CTBC Bank and the Investment Consultant, in accordance with the contents of the Agree Management Committee for Teachers and Staff of Private School Consortium Corporations of the Republic of China", ha information and, in the event that the information I have provided to CTBC Bank includes the personal information of a th review of, to make duplicates of, to request of supplement or correction of, to discontinue the collection, processing or us laws or due to risk management factor.	s the right to collect, process, us	se and/or internationally transmit my personal ave the right to make inquiry or request for a						

Note: The production webpage by logging in the exclusive website shall be deemed and the above is for your reference only .

Questionnaire (2/2)

You can revise your risk questionnaire anytime form 1st to 15th of each month if necessary.

私校儲金管理委員會 自主投資平台	Lind Details Q Inquiries • Q Questions	🛓 Download	🖒 Preference 🛛 🏠 Questionna	aire 🐟 Account Lo	ogout
Step 3 Important I	Reminder				
	Step 1		Step 2	Step 3	
Risk Appelite is Aggressive	Date of last update is 2017-08-08		portfolio in connection with my than mine. 2. Your application will be proce the website during 1st-15th of t 3. Kindly reminder you to set up	Bank could invest my monthly contribution and/or all my pension fund into the risk tolerance if the risk appetite of the portfolio I would like to invest is higher ressed and executed in the same month if you complete this application form this month. In the portfolio you would like to invest in every month after finishing the risk you just complete the member's choice process.	er 1 on
Risk Appetite			Description		
Conservative	You cannot take any risk at all and are suitable	e to invest in the	e conservative portfolio to secure yo	our principal.	
Stable	You can take few risks to gain stable earnings				
Aggressive	You can take higher risks to aggressively purs	ue profits.			

Step 5. Account

Account

*****You can change User ID and Password online.

0	私校儲金管理委 自主投資平台	_	🛄 Details	Q Inquiries -	🗿 Questions	🛓 Download	👌 Preference	🏫 Questionn:	aire	🖨 Accou	int Logout
	Account										
	Charge User ID	Chang	ge Password								
	Change	e User ID	Chang Corfir Subm	ge User ID rm New User ID			The user id box 12)	ofrules that (the la	ng:h oí the input		
) ID should consi: Iser's ID should r			er.				

Note: The production webpage by logging in the exclusive website shall be deemed and the above is for your reference only .

Please contact with the client service center of

CTBC Bank as below if you have any questions regarding the e-banking operation or accounting

+886-2-2558-0128

Note : CTBC bank keeps the right of revising related documents and web pages of member's choice platform.

