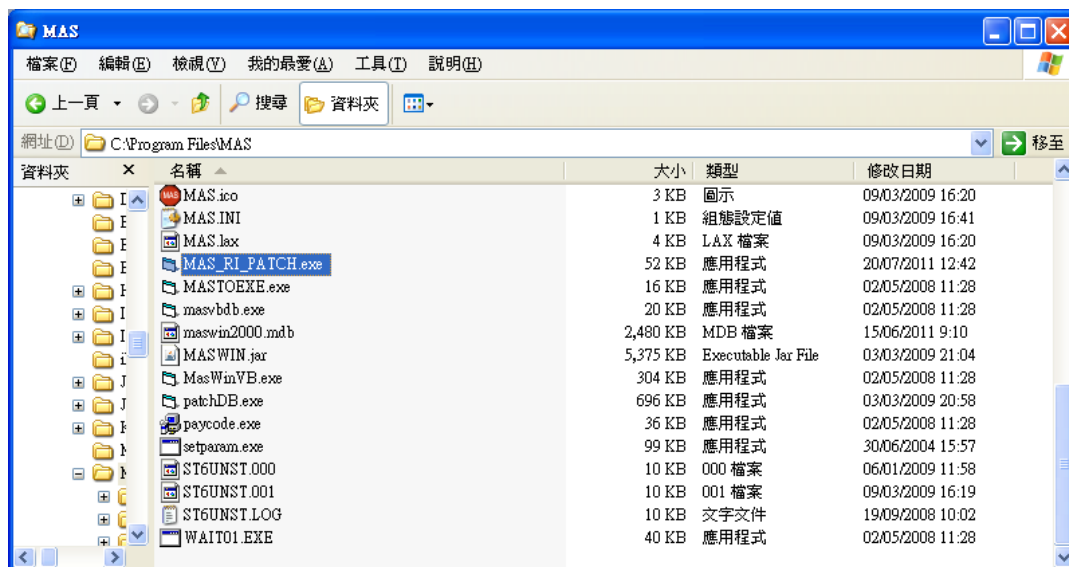


Installation Guide for the MAS_RI_Patch.exe

MAS RI patch is a program to change the MPF minimum/maximum relevant income value in the MAS database. Once the database is patched, the minimum/maximum relevant income value is changed and the MAS will use the corresponding patched value for MPF contribution calculation.

Step 1

Double click and run MAS_RI_Patch.exe in the location where the MAS has been installed (By default, the MAS is installed in C:\Program Files\MAS).

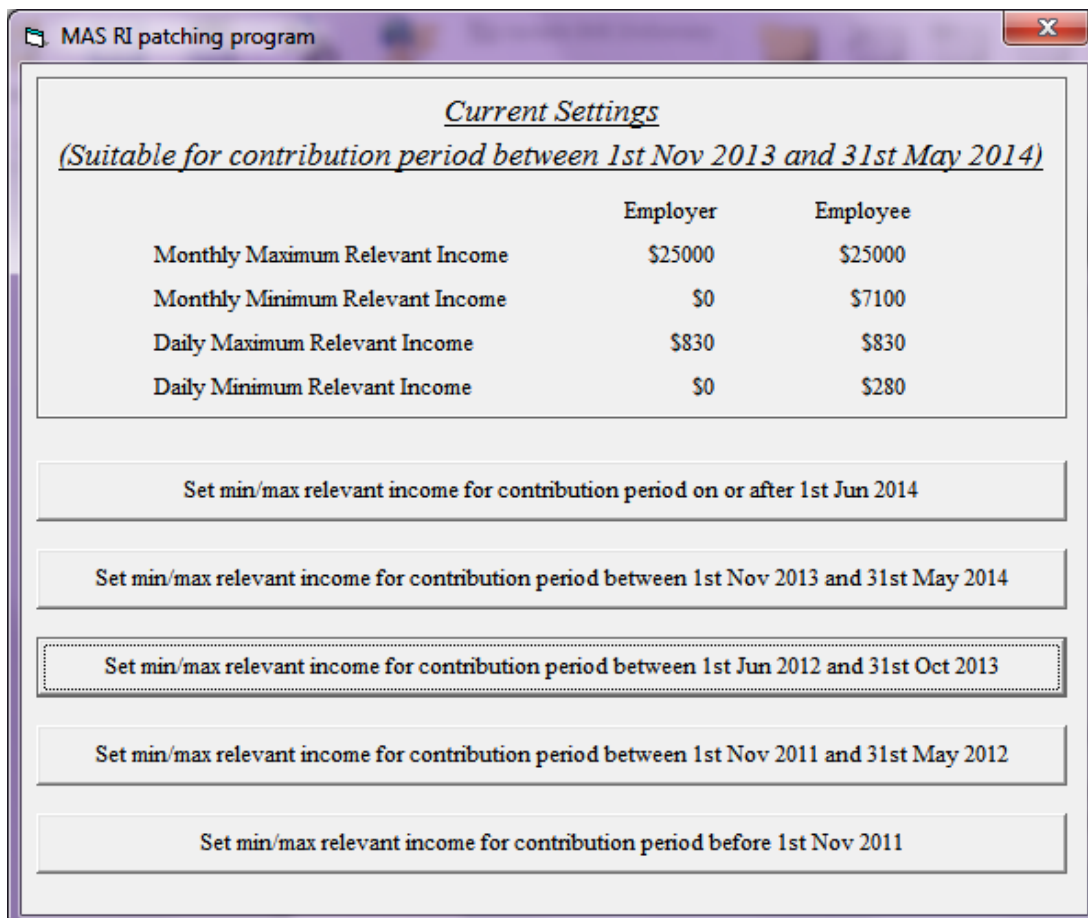


Step 2

Input MAS user id “admin” or “manager” with corresponding pin and click “OK”.



After login, upper part of the screen will show the current settings of MAS database and there are four buttons in lower part for patching the minimum/maximum value of relevant income.



	Employer	Employee
Monthly Maximum Relevant Income	\$25000	\$25000
Monthly Minimum Relevant Income	\$0	\$7100
Daily Maximum Relevant Income	\$830	\$830
Daily Minimum Relevant Income	\$0	\$280

Set min/max relevant income for contribution period on or after 1st Jun 2014

Set min/max relevant income for contribution period between 1st Nov 2013 and 31st May 2014

Set min/max relevant income for contribution period between 1st Jun 2012 and 31st Oct 2013

Set min/max relevant income for contribution period between 1st Nov 2011 and 31st May 2012

Set min/max relevant income for contribution period before 1st Nov 2011

The first button “Set min/max relevant income for contribution period on or after 1st Jun 2014”, it will patch MAS database so that MAS is suitable for calculating MPF contribution on or after 1st Jun 2014.

The second button “Set min/max relevant income for contribution period between 1st Nov 2013 and 31st May 2014”, it will patch MAS database so that MAS is suitable for calculating MPF contribution between the period 1st Nov 2013 and 31st May 2014.

The third button “Set min/max relevant income for contribution period between 1st Jun 2012 and 31st Oct 2013”, it will patch MAS database so that MAS is suitable for calculating MPF contribution between the period 1st Jun 2012 and 31st Oct 2013.

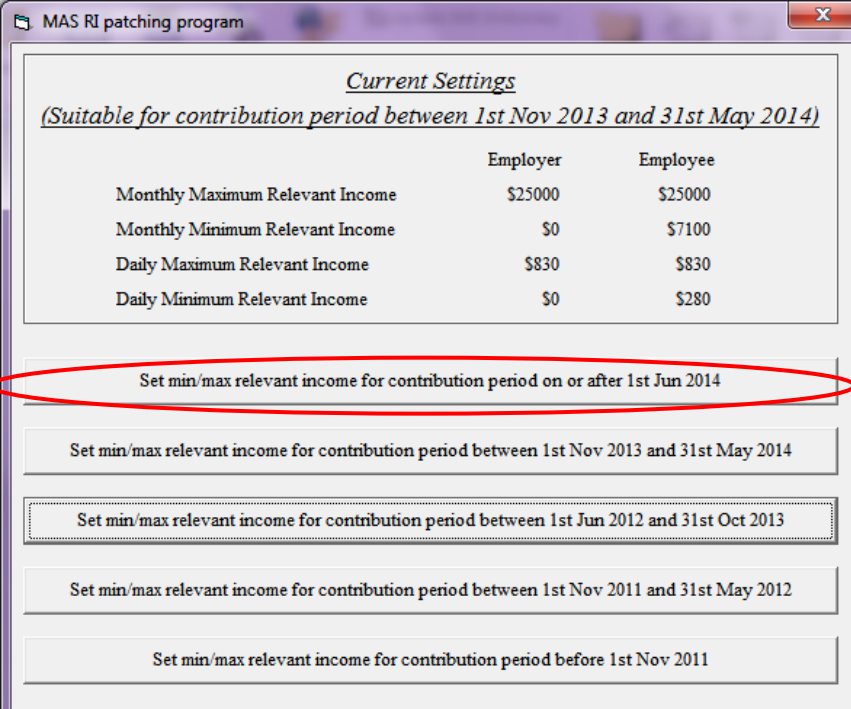
The forth button “Set min/max relevant income for contribution period between 1st Nov 2011 and 31st May 2012”, it will patch MAS database so that MAS is suitable for calculating MPF contribution between the period 1st Nov 2011 and 31st May 2012.

The fifth button “Set min/max relevant income for contribution period before 1st Nov 2011”, it will patch MAS database so that MAS is suitable for calculating MPF contribution before 1st Nov 2011.

Step 3

In order to generate the batches which contribution period are on or after 1st Jun 2014, please click the first button. To generate the batches which contribution period are between 1st Nov 2013 and 31st May 2014, please click the second button. To generate the batches which contribution period are between 1st Jun 2012 and 31st Oct 2013, please click the third button. To generate the batches which contribution period are between 1st Nov 2011 and 31st May 2012, please click the forth button. To generate the batches which contribution period are before 1st Nov 2011, please click the fifth button.

In the below, we will continue to demonstrate how to set the min/max relevant income for contribution period on or after 1st Jun 2014.



The screenshot shows a window titled "MAS RI patching program". Inside, there is a section titled "Current Settings" with a subtitle "(Suitable for contribution period between 1st Nov 2013 and 31st May 2014)". Below this is a table with three columns: "Employer", "Employee", and an unlabeled column for the setting name. The table contains four rows of data. Below the table are five buttons, each with a text label describing a contribution period. The first button, "Set min/max relevant income for contribution period on or after 1st Jun 2014", is circled in red.

	Employer	Employee
Monthly Maximum Relevant Income	\$25000	\$25000
Monthly Minimum Relevant Income	\$0	\$7100
Daily Maximum Relevant Income	\$830	\$830
Daily Minimum Relevant Income	\$0	\$280

Set min/max relevant income for contribution period on or after 1st Jun 2014

Set min/max relevant income for contribution period between 1st Nov 2013 and 31st May 2014

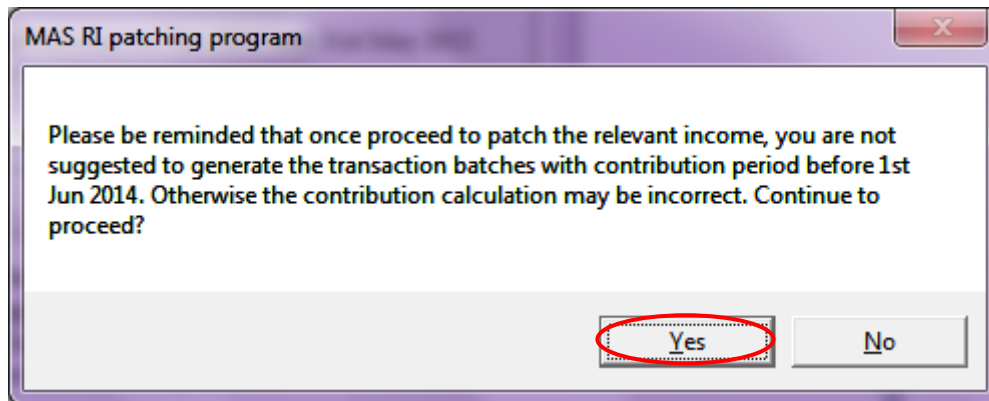
Set min/max relevant income for contribution period between 1st Jun 2012 and 31st Oct 2013

Set min/max relevant income for contribution period between 1st Nov 2011 and 31st May 2012

Set min/max relevant income for contribution period before 1st Nov 2011

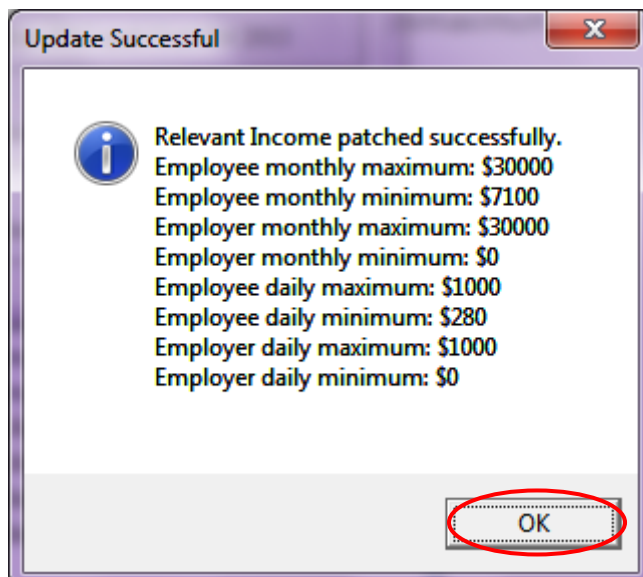
Step 4

Click the first button, read the warning message and click “yes” to continue.

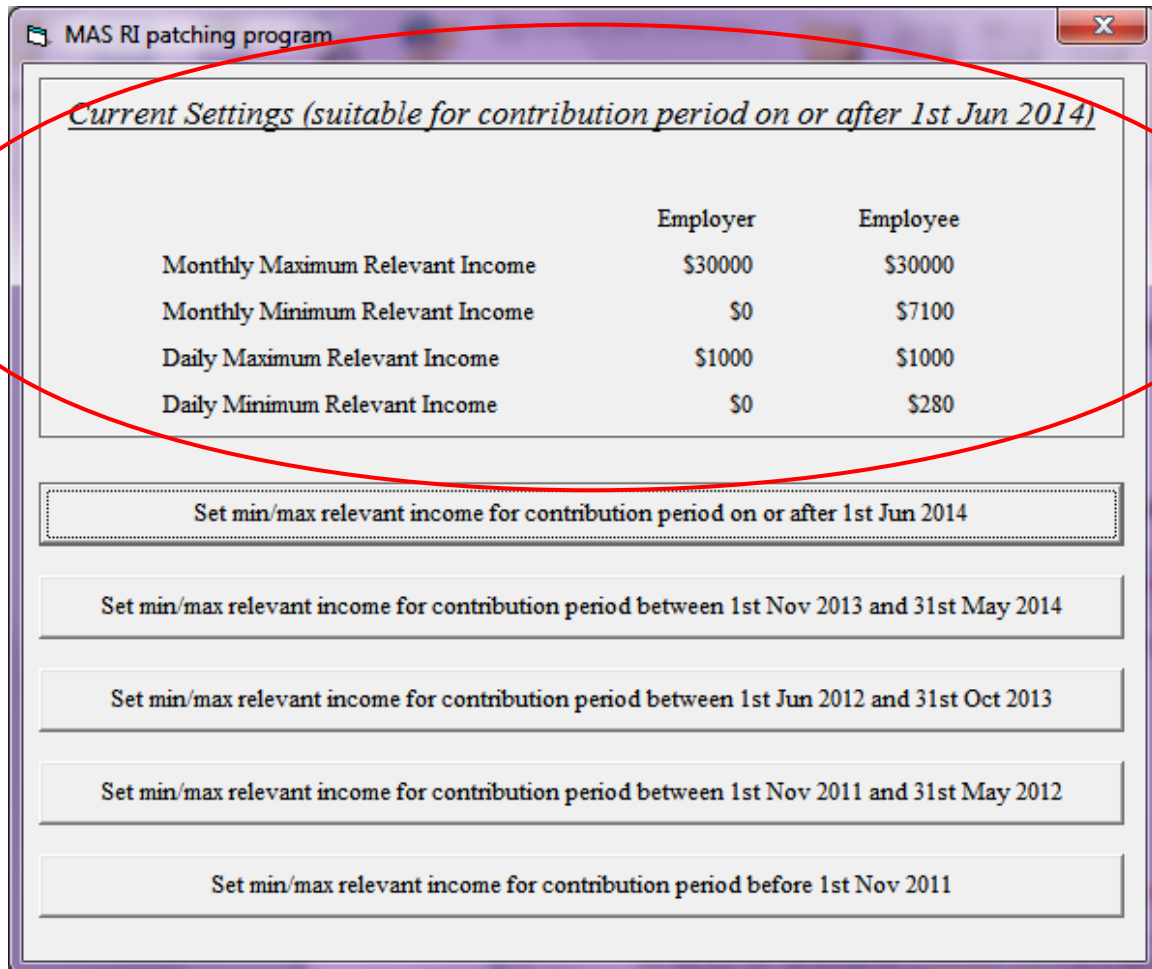


Step 5

Successful update message with the patched minimum/maximum relevant income value will then be prompted. Click “OK”



The current settings will then be refreshed automatically.



MAS RI patching program

Current Settings (suitable for contribution period on or after 1st Jun 2014)

	Employer	Employee
Monthly Maximum Relevant Income	\$30000	\$30000
Monthly Minimum Relevant Income	\$0	\$7100
Daily Maximum Relevant Income	\$1000	\$1000
Daily Minimum Relevant Income	\$0	\$280

Set min/max relevant income for contribution period on or after 1st Jun 2014

Set min/max relevant income for contribution period between 1st Nov 2013 and 31st May 2014

Set min/max relevant income for contribution period between 1st Jun 2012 and 31st Oct 2013

Set min/max relevant income for contribution period between 1st Nov 2011 and 31st May 2012

Set min/max relevant income for contribution period before 1st Nov 2011

Step 6

Click close button to exit the program and data patching process is completed.

Reminder

1. Once the MPF relevant income value is patched, no matter when the contribution period is, MAS will use the patched value for calculation of the MPF contribution.
2. If you clicked the first button to set the relevant income for contribution period on or after 1st Jun 2014, please do not generate the batches which contribution period is before 1st Jun 2014. Otherwise, the contribution calculated may be incorrect.
3. If you clicked the second button to set the relevant income for contribution period between 1st Nov 2013 and 31st May 2014, please do not generate the batches which contribution period is before 1st Nov 2013 or after 31st May 2014. Otherwise, the contribution calculated may be incorrect.
4. If you clicked the third button to set the relevant income for contribution period between 1st Jun 2012 and 31st Oct 2013, please do not generate the batches which contribution period is before 1st Jun 2012 or after 31st Oct 2013. Otherwise, the contribution calculated may be incorrect.
5. If you clicked the forth button to set the relevant income for contribution period between 1st Nov 2011 and 31st May 2012, please do not generate the batches which contribution period is before 1st Nov 2011 or after 31st May 2012. Otherwise, the contribution calculated may be incorrect.
6. If you clicked the fifth button to set the relevant income for contribution period before 1st Nov 2011, please do not generate the batches which contribution period is after 1st Nov 2011. Otherwise, the contribution calculated may be incorrect.
7. After patched the minimum/maximum value of relevant income, and if you restored a database with previous minimum/maximum relevant income value, then you will need to patch the minimum/maximum value of relevant income again.