



## Statement in Respect of Housing Benefits

**Note:** Please read the 'Rules on Prevention of Double Housing Benefits' overleaf before completing this form and check the appropriate box with a "\_\_\_".

1. In respect of my application for housing benefits from Hong Kong Baptist University and to facilitate the enforcement of the prevention of double housing benefits rule, I hereby state the housing benefits received (prior to joining Hong Kong Baptist University)/being received by myself and my spouse/ex-spouse(s), where applicable, as follows:

- (a) I ☐ have worked  
☐ have not worked

My spouse ☐ has worked / is working  
(where applicable) ☐ has not worked

My ex-spouse(s) ☐ has / have worked  
(while married with ☐ has / have not worked  
staff member)

in the Hong Kong Government and/or other publicly-funded organizations. (If the reply is affirmative, please state the name of organization, post and period of employment in a separate sheet to be attached to this Statement.)

- (b) I ☐ have  
☐ have not

My spouse ☐ has  
(where applicable) ☐ has not

My ex-spouse(s) ☐ has / have  
(while married with ☐ has / have not  
staff member)

previously joined the Home Financing Scheme, Home Purchase Scheme, Housing Loan Scheme or already received financial assistance from the Hong Kong Government or other publicly-funded organizations to acquire privately-owned accommodation or already received financial assistance from the Hong Kong Government or other publicly-funded organizations for a specified entitlement period to acquire or to rent privately-owned accommodation. (If such financial assistance has ever been received, please give details including type, amount, period, organization, recipient etc in a separate sheet to be attached to this Statement.)

- (c) I ☐ am  
☐ am not

My spouse ☐ is  
(where applicable) ☐ is not

My ex-spouse(s) ☐ is / are  
(while married with ☐ is / are not  
staff member)

a member / ex-member / underlessee / ex-underlessee of a Government's Civil Servants' Co-operative Building Society or a Government Built Housing Scheme. (If you or your spouse / ex-spouse(s) are/is a member / ex-member / underlessee / ex-underlessee, please give details in a separate sheet to be attached to this Statement.)

- (d) I ☐ am  
☐ am not

My spouse ☐ is  
(where applicable) ☐ is not

a tenant and/or authorized occupant of a public rental housing flat. [Please refer to 1 (d) of the Rules overleaf.]

- (e) I ☐ am  
☐ am not

My spouse ☐ is  
(where applicable) ☐ is not

a registered owner and/or authorized occupant of a flat purchased under the Home Ownership Scheme or the Sandwich Class Housing Scheme or the Tenant Purchase Scheme and the Buy-or-Rent Option which is still subject to resale restriction and the payment of a land premium. [Please refer to 1 (e) of the Rules overleaf.]

- (f) I ☐ am  
☐ am not

My spouse ☐ is  
(where applicable) ☐ is not

a recipient, or a crucial member of a family in receipt of any public housing loan. [Please refer to 1 (f) of the Rules overleaf.]

- (g) My spouse ☐ is not working ☐ is working and  
☐ My spouse is not receiving any housing benefits from his / her present employer.  
☐ My spouse is receiving housing and/or housing-related benefits from his / her employer but will forfeit such benefits as from the effective date of commencement of payment of housing benefits to me by the Hong Kong Baptist University. (Please give details of housing and/or housing-related benefits currently received in a separated sheet to be attached to this Statement.)

2. I understand that the provision of false or incorrect information or the withholding of any material information may render me liable to refund all or part of the benefits received and/or to disciplinary proceedings/legal action.

3. My / Our consent is hereby given to the University, in assessing my eligibility for housing benefits provided by the University, to check and match my / our personal data collected for any other purpose. I / We hereby authorize the University to approach other government departments, public / private organizations or employer (s) concerned, the solicitor or the bank / lending institutions concerned and expressly agree that the University be given access to my/our personal data they possess, so that the University can use such data for the purpose of processing my application, ascertaining my compliance with the rules of the University on housing benefits and/or taking appropriate actions against me if necessary.
4. I / We agree that the personal data provided by me/us in this application can be used by the University in activities relating to the administration of the University's housing benefits schemes and may be disclosed to other connected bodies for such purposes. I understand that it will not be possible to process my application if I fail to provide all the information requested.

Name of Staff: \_\_\_\_\_  
 Signature of Staff: \_\_\_\_\_  
 Date: \_\_\_\_\_

Name of Staff's Spouse/Ex-spouse(s): \_\_\_\_\_  
 Signature of Staff's Spouse/Ex-spouse(s): \_\_\_\_\_  
 Date: \_\_\_\_\_

PM/pn (HSG/F13-Sept 2003)

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### **Rules on Prevention of Double Housing Benefits**

1. The University, as a publicly-funded institution, is required by the Government to enforce the Rules on Prevention of Double Housing Benefits (hereafter referred to as the Rules) when providing housing benefits to its staff members. In essence, the Rules are summarized as follows:
  - (a) A staff member may only receive one form of housing benefit at any one time irrespective of whether it is provided by the University.
  - (b) A married staff member and his/her spouse are regarded as one entity. The couple may not receive more than one form of housing benefit at any one time irrespective of whether it is provided by the Government, by publicly-funded organizations or by private employers.
  - (c) If a staff member or his/her spouse/ex-spouse(s) had worked in the Government or publicly-funded institutions and had received allowances under either the Home Purchase Scheme (HPS) or Home Financing Scheme (HFS), the staff member can only continue to claim such allowance from the University, if such allowance will be provided, for an entitlement period under such Scheme which will be reduced by the period of assistance he/she has obtained from the Government or other publicly-funded institutions. After the completion of the entitlement period of a total of 10 years, the staff member's eligibility for housing benefits will cease permanently. The staff member cannot claim other forms of housing benefits except those as approved by the University.
  - (d) If a staff member or his/her spouse is a tenant and/or authorized occupant of a public rental housing flat provided by the Hong Kong Housing Authority, Hong Kong Housing Society or the Hong Kong Settlers' Housing Corporation, the staff would not be eligible for the University housing benefits unless the staff member or his/her spouse relinquishes such benefits.
  - (e) If a staff member or his/her spouse is a registered owner and/or authorized occupant of a flat sold under the Buy-or-Rent Option or home ownership schemes [including flats sold under the Home Ownership Scheme, the Private Sector Participation Scheme and the Secondary Market Scheme administered by the Hong Kong Housing Authority, and the Flat for Sale Scheme and the Urban Improvement Scheme (only Urban Improvement Scheme flats completed before March 1981) administered by the Hong Kong Housing Society], or under the Sandwich Class Housing Scheme administered by the Hong Kong Housing Society or under the Tenant Purchase Scheme administered by the Hong Kong Housing Authority, the staff would not be eligible for the University housing benefits, except where the re-sale restriction period has ceased to be applicable, and except where provision is included in the rules for the Home Financing Scheme for the staff to receive concurrent housing benefits.
  - (f) If a staff member or his/her spouse is a recipient of, or the crucial member of a family in receipt of a public housing loan (such as the Sandwich Class Housing Loan Scheme or the Home Starter Loan Scheme administered by the Hong Kong Housing Society; or the Home Purchase Loan Scheme administered by the Hong Kong Housing Authority), the staff would not be eligible for the University housing benefits, except where provision is included in the rules on the Home Financing Scheme for the staff to receive concurrent housing benefits.
2. The term "housing benefits", other than those specifically referred to in paragraphs 1 (c) to (f) above, refer to element of housing assistance in various forms included in a pay package. The following are examples of housing benefits being provided as part of a pay package:-
  - (a) accommodation provided by the employer, whether or not rent is payable by the employee;
  - (b) a housing loan or any form of subsidy or assistance, whether it is for purchasing local or overseas property, mortgage interest subsidy schemes or loans at concessionary interest rates;
  - (c) an allowance for renting accommodation or purchasing property, whether or not it is accountable or taxable;
  - (d) a cash allowance provided in lieu of housing benefits, whether or not it is accountable or taxable;
  - (e) a cash allowance which is provided to encash fringe benefits including housing, whether or not it is accountable or taxable; (e.g. cash allowances provided by the Legislation Council Commission, the Office of the Ombudsman, the Equal Opportunities Commission, the Office of the Privacy Commissioner for Personal Data; and the Flexible Allowance provided by the Hospital Authority to its staff and by the University of Hong Kong/the Chinese University of Hong Kong to their clinical staff); and
  - (f) any portion of a pay package actually claimed by an employee as rental reimbursement for tax purposes in his/her tax return, (e.g. the tax efficiency schemes offered by some utility companies).