



## **Invesco Hong Kong Limited**

### **Firm Brochure**

(Part 2A of Form ADV)

This brochure provides information about the qualifications and business practices of Invesco Hong Kong Limited. If you have any questions about the contents of this brochure, please contact us at: (852) 3128 6312 or by email at: [cindy\\_tse@hkg.invesco.com](mailto:cindy_tse@hkg.invesco.com). The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission, or by any state securities authority.

Additional information about Invesco Hong Kong Limited is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov)

MAY 31, 2012

## Material Changes

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### Annual Update

The Material Changes section of this brochure will be updated annually when material changes occur since the previous release of the Firm Brochure.

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### Material Changes since the Last Update

Invesco Taiwan Limited became a wholly-owned subsidiary of Invesco Hong Kong Limited on May 31, 2012, and it is updated in the firm description section.

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### Full Brochure Available

Whenever you would like to receive a complete copy of our Firm Brochure, please contact us by telephone at: (852) 3128 6312 or by email at: [cindy\\_tse@hkg.invesco.com](mailto:cindy_tse@hkg.invesco.com)

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## Advisory Business

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### Firm Description

**Invesco Hong Kong Limited** (“IHKL”) was founded in 1972.

IHKL is an indirect, wholly owned subsidiary of Invesco Ltd. Invesco’s regional presence covers investment capabilities in domestic and specialist Asian products, available to local investors as well as investors worldwide.

IHKL is an investment adviser, which offers funds encompassing equity, bond, balanced and money market vehicles, to retail investors. The funds are distributed through most of the major financial institutions, including retail and private banks, and insurance companies. The role of IHKL is to make investment decisions, execute trades and provide portfolio securities administration for the funds it manages.

Apart from the retail business, IHKL manages assets for institutions ranging from public funds and pension funds to institutional working capital, according to the mandates’ investment objectives and guidelines.

Invesco Taiwan Limited became a wholly-owned subsidiary of IHKL on May 31, 2012.

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### Principal Owners

IHKL is wholly-owned by Invesco Asset Management Pacific Limited which is wholly-owned by Invesco Pacific Group Limited. Invesco Pacific Group Limited is wholly-owned by Invesco Holding Company Limited whose parent (100% owned) is Invesco Ltd, which is publicly traded on the New York Stock Exchange as IVZ.

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### Types of Advisory Services

IHKL provides investment supervisory services, also known as asset management services; manages investment accounts and provide investment advice for the advisory accounts ; issues periodical materials about the fund performance as well as market views.

As of 31 December 2011, IHKL manages approximately \$ 10,617 million in assets for its discretionary and advisory accounts.

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## Tailored Relationships

The goals and objectives for each client are documented in investment management agreements/ advisory agreements. Clients may impose restrictions on investing in certain securities or types of securities.

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## Types of Agreements

The following agreements define the typical client relationships.

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### Investment Management Agreement

Most clients choose to have IHKL manage their assets through an Investment Management Agreement. These include full discretionary, Asian Investment portfolio services to clients based in the United States of America or other regions. Portfolio management services commonly relate to country specific or regional portfolios.

These services will be furnished against the payment of a fee which is based on the value of asset under management and complexity of the mandate, and it is subject to negotiation.

The scope of work and fee for an Investment Management agreement is provided to the client in writing prior to the start of the relationship.

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### Asset Management

This represents the management of mutual funds which are distributed outside the U.S., usually distributed through major financial institutions, including retail and private banks, insurance companies or financial consultants.

These services will be furnished against the payment of a fee which is based on the value of asset under management (management fees). As an indication, the retail fund products currently charge up to 2% management fees depending on different type of products. The initial charge is usually up to 5.25 % depending on the distributors. All the fees and charges are stated in the relevant prospectuses.

Investments mainly include equities (stocks), debt, cash and cash equivalents and financial derivative instruments.

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## Advisory Service Agreement

Some of the IHKL's clients would like to obtain IHKL's advice on IHKL's expertise of managing a portfolio of Asian securities and enter an advisory agreement with IHKL.

The scope of work and fee for an Advisory Service Agreement is provided to the client in writing prior to the start of the relationship.

These services will be furnished against the payment of a fee which is based on the value of asset under management and complexity of the mandate, and it is subject to negotiation.

IHKL will also provide sub-advisory services to affiliated entities under the common ownership of Invesco Ltd.

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## Termination of Agreement

Investment advisory services generally may be terminated by either party upon prior written notice. Upon termination, any unearned fee will be refunded to the client in accord with the terms of the agreement with the client.

## Fees and Compensation

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### Description

With regards to most of the IHKL's managed or advisory portfolios, IHKL receives payment of a fee which is based on the value of asset under management and complexity of the mandate which are subject to negotiation.

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### Billing

Investment management fees are billed in arrears, meaning that IHKL invoices the client after the billing period ended. Billing period would be subject to the agreement with the client. Payment in full is expected upon invoice presentation.



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## Performance fees

As negotiated with certain clients, additional fees may be paid, based on portfolio out-performance relative to an agreed formula.

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## Other Fees

Custodians may charge transaction fees on purchases or sales of certain mutual funds. These transaction charges are usually small and incidental to the purchase or sale of a security. Brokerage fees would also be incurred during the execution of securities.

IHKL may buy or sell securities or investment products in which IHKL or IHKL's affiliates or the portfolios managed by IHKL or IHKL's affiliates may have some financial interest.

Concerning the mutual funds, there may be other fees such as the initial fees or the redemption charges which are stated in the relevant prospectuses.

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## Conflicts of Interest

IHKL may acquire funds which are managed by IHKL's affiliates for the clients' portfolios. In these cases, pre-approvals from clients need to be obtained in writing and the limits on such investment, as well as the fees are needed to be agreed before any purchase can be made.

## Types of Clients

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### Description

IHKL generally provides investment advice/ managed assets for financial institutions, investment companies, pension, trusts or foundations, corporations or business entities, or other entities.

Client relationships vary in scope and length of service.

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## Account Minimums

In general, the minimum account size is \$ 20 million of assets under management for the separate accounts which have direct holdings on the investments. For discretionary fund-of-funds accounts, the minimum account size

is \$ 5 million. IHKL has the discretion to waive the account minimum. Accounts of less than \$5 million may be set up when there is potential that the client will add additional funds to the accounts bringing the total to \$ 5 million within a reasonable time.

## Methods of Analysis, Investment Strategies and Risk of Loss

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### Methods of Analysis

Security analysis methods are primarily fundamental analysis.

The main sources of information include meetings with company management (and its annual reports / prospectus), sell-side brokers / strategists' reports etc.

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### Investment Strategies

#### General

IHKL's investment style is 'core blend' - a blend of growth stocks at a reasonable price (GARP) and quality stocks on cheap valuation that will benefit from a pick-up in the earnings cycle (value + catalyst).

Major components to risk management are shown as follows:

- Portfolio managers construct portfolios based on the performance objectives, benchmark and pre-determined risk budget of the specific mandate. Risk budget is expressed as a target min-max level of tracking error. If a portfolio's ex-ante tracking error is outside the target range, we need to understand the reasons and if appropriate, take action to rectify.
- The risk and performance team under regional Head of Risk & Performance is responsible for risk analytics and performance attribution analyses. They provide regular reporting and monitoring of portfolio risk and performance using Barra, FactSet and proprietary systems (RiskExplorer).

#### Investment Process: Taiwan Equities, China A and PRC China

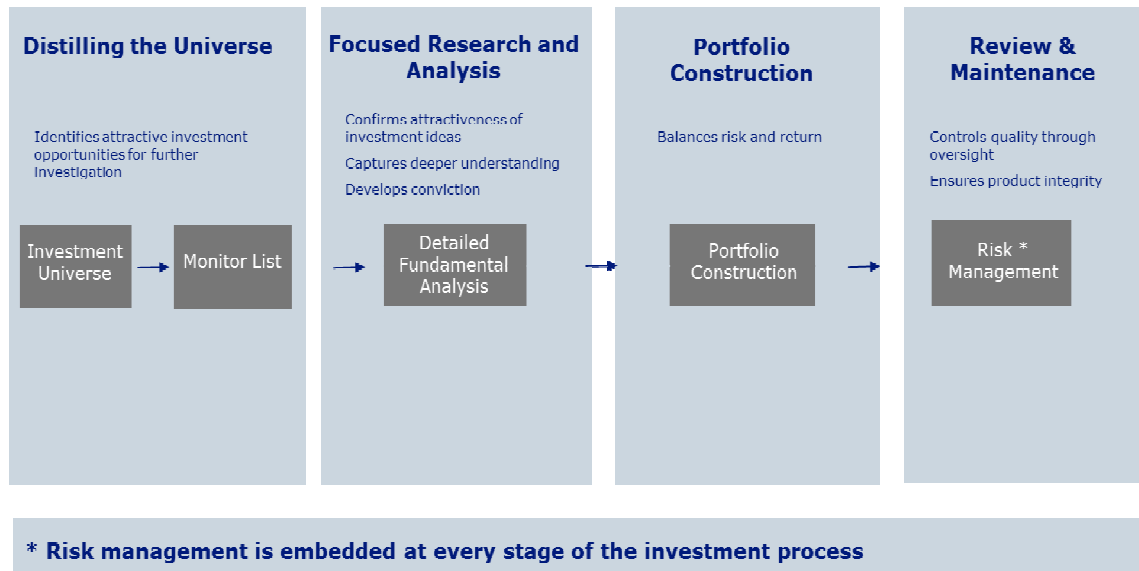
The investment process is broadly consistent across all of our investment strategies for Taiwan, China A and PRC China. Key differences among the three strategies will be highlighted in each section.

In general, IHKL has a strong focus on bottom-up stock selection where we believe we can add most value. For all of our investment strategies, we adopt a

transparent and disciplined investment process, which is summarized in the flow chart below.

## Investment process overview

An iterative process with focus on bottom-up stock selection



There are essentially four steps in our investment process:

### *Step 1: Distilling the Universe*

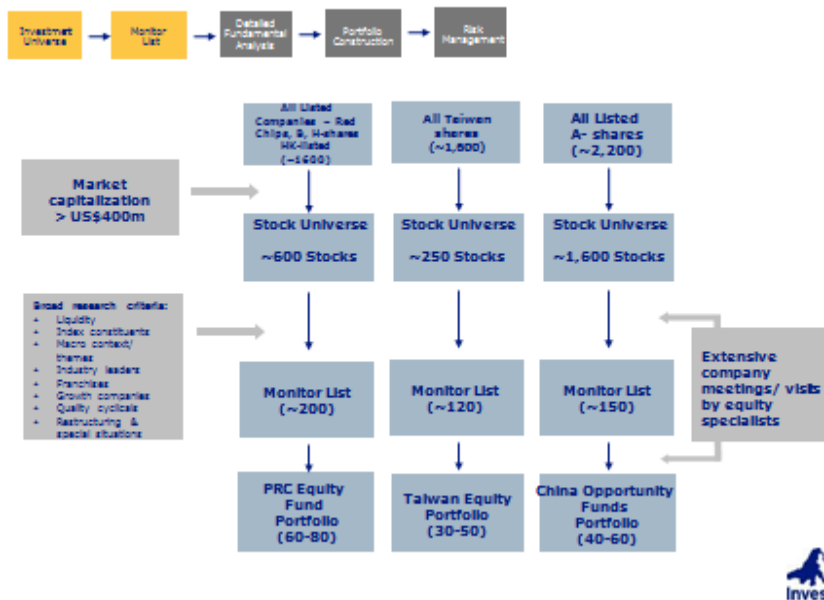
The first step of bottom-up stock selection is to screen the investment universe for companies with a minimum market cap of US\$400mn. This is followed by additional screening using fundamental research criteria to come up with a Monitor List of stocks for further analysis. Extensive company meetings and visits by portfolio manager and analysts also provide additional candidates for stock monitoring.

Stocks included in the Monitor List are closely monitored by the respective investment teams to identify attractive investment candidates. The Monitor List is closely followed and researched by our dedicated specialists to determine fair value and derive buy/sell target prices to provide guidance on entry and exit levels. These target prices are updated regularly and revised based on changes in underlying assumptions and/or fundamentals. The target prices are determined based on a multiple of valuation methods, which include P/BV, PER,

EV/EBITDA, ROE, PEG, P/FCF, discount to NAV, Yield, sum-of-the-parts, etc. We do not believe one valuation methodology works across all sectors or across the entire earning cycle.

The size of the universe, respective monitor list and portfolio size for the Taiwan, PRC Equity and China A-shares is outlined in the diagram below. Please note that for the A-shares strategy, the team also relies on the input from Invesco Great Wall, Invesco's Joint Venture in China for ideas and recommendations in addition to the input from dedicated Hong Kong-based A-share specialists.

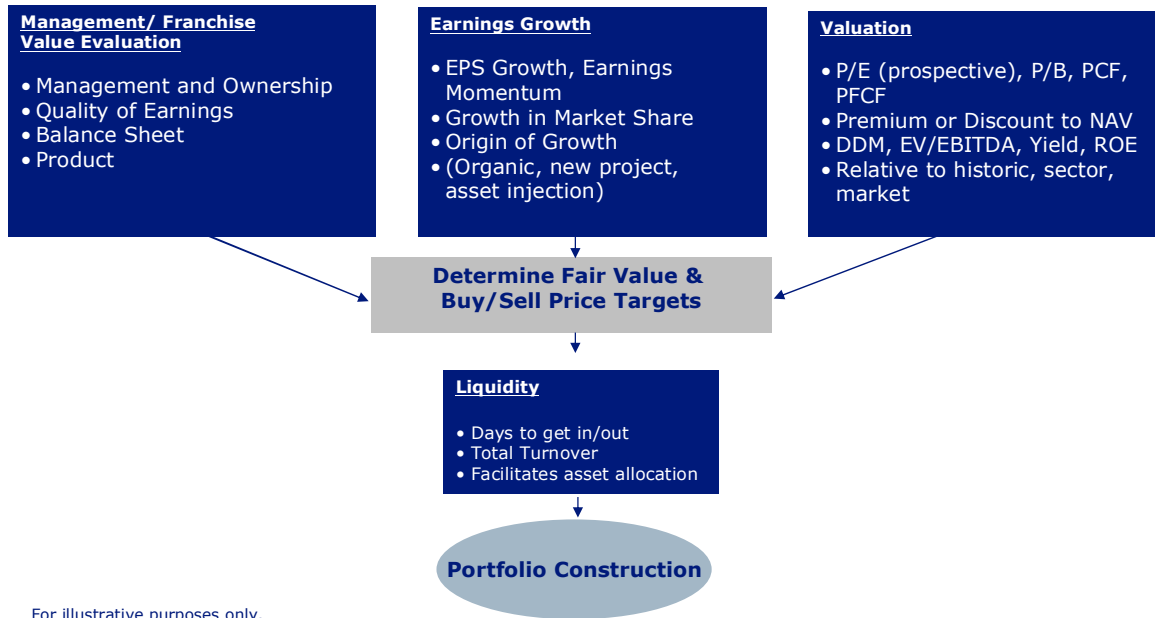
### Distilling the universe



### Step 2: Detailed Fundamental Analysis

Fundamental analysis is at the core of the investment process. Proprietary company research is conducted via company visits, SWOT analysis, multi-factor score sheet, earnings & valuation analysis, financial models including P&L, balance sheet and cash flow analysis. Investment theses are documented in Stock Discussion Research Notes (“SDRN”) and discussed in regular team investment meetings to develop conviction and confirm the attractiveness of the investment idea. We also leverage sell-side research to supplement our own in the stock research process.

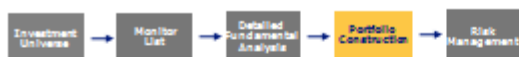
Stock analysis focuses on quantitative factors such as growth prospects and profitability, valuation parameters, as well as qualitative factors such as quality and sustainability of growth, management quality. In particular, for the China A-shares strategy, we conduct fundamental analysis based on the three main criteria as below:



### *Step 3: Portfolio Construction*

Lead and supporting managers are assigned to each mandate. The lead manager, with the assistance of the supporting manager, is responsible for portfolio construction based on investment objectives, risk parameters, investment guidelines and restrictions.

## **Portfolio Construction**



- Lead and supporting managers assigned to each portfolio
  - Portfolio construction based on investment objectives, benchmark, risk parameters, guidelines and restrictions
  - Trade implementation
  - Accountable for performance
- Normally 40-80 stocks
- Active stock weighting a function of conviction level and liquidity considerations
- We add to or trim our positions when prices approach buy/sell target prices
- May have sector preference within market, but generally a by-product of stock selection



The portfolio's level of diversification is a function of the mandate, market conditions and the number of attractive opportunities available. We hold higher weightings/active stock weightings where we have high conviction taking into consideration expected investment return of a stock based on the target prices as well as risk and liquidity of the stock.

We look to add to or trim our positions when prices approach buy/sell target prices. While we may have sector/ industry preferences, sector weightings are generally a by-product of stock selection. We are not constrained by the benchmark and take active bets.

### *Step 4: Ongoing risk management*

Risk management is an integral part of the investment process. At different stages of the process, we address risks including liquidity risk, emerging market risks, concentration risk etc. Risk management involves 1) risk budgeting; 2) ongoing performance & risk monitoring; and 3) quarterly portfolio review to ensure quality control and oversight.

## Investment Process: Pacific growth equities strategy (Asia Pacific ex Japan portion only)

The Pacific Growth Equities Strategy adopts a similar transparent and disciplined investment process with regard to bottom-up stock selection. It also incorporates country analysis process to determine allocation across regional markets through a quarterly investment meeting to focus on domestic economic cycle positioning and how it relates to corporate earnings – e.g. analysis of monetary / interest rate trends and forecasting liquidity developments.

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### Risk of Loss

All investment programs have certain risks that are borne by the investor. Our investment approach constantly keeps the risk of loss in mind. Investors face the following investment risks:

- **Market Risk:** The price of a security, bond, or mutual fund may drop in reaction to tangible and intangible events and conditions. This type of risk is caused by external factors independent of a security's particular underlying circumstances. For example, political, economic and social conditions may trigger market events.
- **Inflation Risk:** When any type of inflation is present, a dollar today will not buy as much as a dollar next year, because purchasing power is eroding at the rate of inflation.
- **Currency Risk:** Overseas investments are subject to fluctuations in the value of the dollar against the currency of the investment's originating country. This is also referred to as exchange rate risk.
- **Business Risk:** These risks are associated with a particular industry or a particular company within an industry. For example, oil-drilling companies depend on finding oil and then refining it, a lengthy process, before they can generate a profit. They carry a higher risk of profitability than an electric company, which generates its income from a steady stream of customers who buy electricity no matter what the economic environment is like.
- **Liquidity Risk:** Liquidity is the ability to readily convert an investment into cash. Generally, assets are more liquid if many traders are interested in a standardized product. For example, Treasury Bills are highly liquid, while real estate properties are not.
- **Financial Risk:** Excessive borrowing to finance a business' operations increases the risk of profitability, because the company must meet the terms of its obligations in good and bad times. During periods of

financial stress, the inability to meet loan obligations may result in bankruptcy and/or a declining market value.

- **Emerging Market Risk** – Investing in emerging market involves certain risks and special considerations not typically associated with investment in more developed economies or markets, such as greater political, tax economic, foreign exchange, liquidity and regulatory risk.

## Disciplinary Information

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### Legal and Disciplinary

IHKL has not been involved in legal or disciplinary events related to our asset management business.

## Other Financial Industry Activities and Affiliations

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### IHKL

IHKL is an indirect, wholly-owned subsidiary of Invesco Ltd. Invesco Ltd is publicly traded on the New York Stock Exchange as IVZ.

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### Affiliations

#### **Broker-Dealers**

By virtue of Registrant's common ownership by Invesco Ltd, IHKL is a related person to the broker-dealer listed below. From time to time this broker-dealer may distribute funds, limited partnerships or other private placement offerings IHKL advises or sub-advises.

INVESCO DISTRIBUTORS, INC

VAN KAMPEN FUNDS, INC

#### **Investment Advisers**

From time to time IHKL or its related parties may have arrangements with the below listed investment advisers associated with creating, sponsoring, advising, owning, or providing services to mutual funds or separate accounts that may be material to the IHKL's advisory business or its clients.

The following are the affiliated SEC Registered Investment Advisers under the common ownership of Invesco Ltd:

INVESCO INVESTMENT ADVISERS LLC



INVESCO PRIVATE CAPITAL, INC  
INVESCO SENIOR SECURED MANAGEMENT, INC  
INVESCO ASSET MANAGEMENT (JAPAN) LIMITED  
INVESCO CANADA LTD.  
STEIN ROE INVESTMENT COUNSEL, INC.  
INVESCO ASSET MANAGEMENT LIMITED  
INVESCO POWERSHARES CAPITAL MANAGEMENT LLC  
WL ROSS & CO. LLC  
INVESCO ASSET MANAGEMENT DEUTSCHLAND GMBH  
INVESCO AUSTRALIA LIMITED  
INVESCO ADVISERS, INC.  
\*INVESCO GLOBAL REAL ESTATE ASIA PACIFIC, INC.  
\*IRE (CAYMAN) LIMITED

**Insurance Company or Agency/ Trust Company**

Under the common ownership of Invesco Ltd, IHKL is also a related person to the affiliated SEC Registered companies below.

\*INVESCO INSURANCE AGENCY, INC.  
\*INVESCO NATIONAL TRUST COMPANY, INC.

\*newly added

**Conflict of Interest**

IHKL may acquire funds which are managed by IHKL's affiliates for the clients' portfolios. In these cases, pre-approvals from clients need to be obtained in writing and the limits on such investment, as well as the fees are needed to be agreed before any purchase can be made.

IHKL may purchase/sell a security for its clients' portfolios which may be held by its affiliates or its affiliates' managed portfolios. Besides, there may be chances that orders for different portfolios may be aggregated for central dealing. To this, IHKL has a written policy so as to ensure fair allocation and fair treatment to its clients.

## Code of Ethics, Participation or Interest in Client Transactions and Personal Trading

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### Code of Ethics

The employees of IHKL have committed to a Code of Ethics. The firm will provide a copy of the Code of Ethics to a client upon request.

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### Participation or Interest in Client Transactions

IHKL may acquire funds which are managed by IHKL's affiliates for the clients' portfolios. In these cases, pre-approvals from clients need to be obtained in writing and the limits on such investment, as well as the fees are needed to be agreed before any purchase can be made.

It is possible that IHKL's affiliates may have seed money invested in investment products which IHKL's clients may also have made investment. But IHKL does not operate proprietary trading accounts.

If authorized by clients, IHKL may engage in any of its affiliates to perform any services deemed necessary or appropriate in connection with the investment management services provided by IHKL. Such engagements, including fee payments, are required to be on arms-length terms.

IHKL has a Code of Ethics and internal policy designed to promote high ethical and professional standards, and prevent conflicts of interest.

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### Personal Trading

All IHKL's employees are required to adhere to the Personal Share Dealing Policy where it is stated that the employees of IHKL must obtain pre-clearance from the local Chief Investment Officer (or his deputy) and submit the completed form to the Compliance Department prior to entering an order for a security transactions for their accounts including their Related accounts. IHKL's employees are also required to get the approval from the Compliance Department prior to dealing in Invesco Funds.

As a basic rule, an employee should not buy or sell for himself or permit any Related Account to buy or sell a security or any instrument which is (a) on the same day as any client is trading the stock; (b) where he knows that the sale or purchase of the securities are being considered for a client account; (c) if the employee is a portfolio manager, within 7 calendar days before or after the day on which any client account trades in the same security or instrument or in a security convertible into or exchangeable for such security or instrument (including options) on transactions.

The personal trading reviews by Compliance Department ensure that the personal trading of employees does not affect the markets, and that clients of the firm receive preferential treatment.

## Brokerage Practices

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### Selecting Brokerage Firms

The selected brokers should be chosen from the authorized brokers list, which has been pre-approved by the Investment Director/CIO, Head of Trading, Head of Operations and Head of Compliance contingent upon satisfaction of at least one of the following criteria:

- Over 50% of share equity is held by a bank; or
- Shares of the broker-dealer are listed on the stock exchange; or
- The net capital of the broker-dealer exceeds \$250 million dollars; or
- The broker-dealer or its local agent is one of the major broker-dealer firms in the country in which the security is being traded.

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### Best Execution

IHKL defines “best execution” as whether the price is the best available price for the client in the relevant market at the time of the transaction, in light of the type and size of the trade. Unless the circumstances require IHKL to act otherwise in the interest of the client, IHKL will deal at a price which is not less advantageous to the client.

Review on the daily execution report is conducted in which the Compliance Department reviews if the executed price is the best available price by comparing it to the volume weighted average price.

Brokers review are also conducted by the Fund Management Department at least annually in which the fund managers and the traders’ inputs on the brokers’ service including best execution are collected. Rankings are assigned to each of the authorized brokers based on its service delivered and its execution quality.

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### Soft Dollars

IHKL accumulates soft dollars to pay for the goods and services which are beneficial to the clients and are according to the Code of Conduct for Persons Licensed by or Registered with the Securities and Futures Commission. Those services include, but are not necessarily limited to, furnishing analysis, research and advisory services, including information on economic factors and trends,

portfolio valuation and analysis, performance measurement, market prices services and the use of specialized computer software or other information facilities.

Please refer to Appendix 1 for the goods and services permitted for soft dollars for your reference.

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## Order Aggregation

Where it has been decided to purchase a security for more than one portfolio, the order will be aggregated for transmission to the broker and then must be allocated between each individual portfolio so as to be fair between portfolios and reasonable in the interests of each portfolio. Allocation must be done by the traders by means of auto pro-rata calculation done by the IHKL's trading system called Charles River Developments Investment Management System. Partially filled orders will be allocated among all aggregated accounts on pro-rata based on order size.

## Review of Accounts

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### Periodic Reviews

Account reviews are performed quarterly during a formal meeting chaired by Regional Head of Investment, Asia Pacific, with Regional Head of Risk and Performance, CIO and relevant fund managers.

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### Review Triggers

Other conditions that may trigger a review are material event in market, or adhoc news.

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### Regular Reports

Account reviewers include Regional Head of Investment, Asia Pacific, with Regional Head of Risk and Performance, CIO and relevant fund managers.

Clients receive periodic communications, including but not limited to portfolio statement, and commentaries (if applicable), subject to the servicing agreement agreed upon. Investors in pooled funds can refer to Invesco websites for factsheet information in relation to the funds they invest in.

## Client Referrals and Other Compensation

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### Referrals

IHKL has received a number of client referrals over the years. The referrals came from current clients, independent financial consultants, employees, personal friends of employees and other similar sources. The firm does not compensate referring parties for these referrals.

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### Other Compensation

IHKL will enter into agreements with licensed entities for distribution of financial products. Compensation will be provided to these entities with regards to their services.

### Custody

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#### Account Statements and Transaction Report

Although all assets are held at designated custodians, IHKL provides its clients with monthly valuation and transaction reports at least on a monthly basis. In addition, IHKL will provide those reports to clients more frequently upon request.

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#### Performance Reports

Performance Reports which forms part of monthly valuation report will be sent to the clients at least on a monthly basis.

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#### Discretionary Authority for Trading

IHKL accepts discretionary authority to manage securities accounts on behalf of clients who sign the Investment Management Agreement with IHKL. IHKL has the authority to determine the securities to be bought or sold, and the amount of the securities to be bought or sold. In some cases, clients may place limitations such as setting a block or requesting a prior client approval when trading some particular stocks. These limitations are all agreed between IHKL and its clients and stated out on the Investment Management Agreement before executing the agreement.

The client approves the custodian to be used and the commission rates paid to the custodian. IHKL does not receive any portion of the transaction fees or commissions paid by the client to the custodian on certain trades.

Discretionary trading authority facilitates placing trades in clients' accounts on their behalf so that IHKL may promptly implement the investment policy that the clients have approved in writing.

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#### Limited Power of Attorney

The signing of the Investment Management Agreements is a discretionary Authorisation for trading purpose.

#### Voting Client Securities

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##### Proxy Votes

IHKL may vote proxies for securities over which it maintains discretionary authority consistent with its proxy voting policy. A copy of IHKL's proxy voting policy is available upon request.

#### Financial Information

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##### Financial Condition

IHKL does not have any financial impairment that will preclude the firm from meeting contractual commitments to clients.

#### Business Continuity Plan

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##### General

IHKL has a Business Continuity Plan in place that provides detailed steps to mitigate and recover from the loss of office space, communications, services or key people.

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##### Disasters

The Business Continuity Plan covers natural disasters such as snow storms, hurricanes, tornados, and flooding. The Plan covers man-made disasters such

as loss of electrical power, loss of water pressure, fire, bomb threat, nuclear emergency, chemical event, biological event, T-1 communications line outage, Internet outage, railway accident and aircraft accident. Electronic files are backed up daily and archived offsite.

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## Alternate Offices

Alternate offices are identified to support ongoing operations in the event the main office is unavailable. It is our intention to contact all clients of a disaster that dictates moving our office to an alternate location.

## Information Security Program

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### Information Security

IHKL has adopted a defense-in-depth/multi-layered approach to information security utilizing ISO 27002 as a framework. The deployment of people, policy, technology and controls to manage risk and vulnerability to internal/external threats that could compromise the confidentiality, integrity and availability of sensitive information and the systems that store, process and disseminate that information is an integral part of the overall risk management strategy of the organization.

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### Data Privacy

There are also important privacy issues associated with the use of technology, and related regulations are evolving. In accordance with IHKL's IT Systems: Acceptable Use policies, all Covered Persons are required to use information technology for proper business purposes and in a manner that does not compromise the confidentiality of sensitive or proprietary information. All communications with the public, clients, prospects and fellow employees must be conducted with dignity, integrity, and competence and in an ethical and professional manner.

Data privacy, as it relates both to our clients and our employees, has become a major political and legal issue in many jurisdictions in which we do business. A variety of laws in each of those jurisdictions governs the collection, storage, dissemination, transfer, use, access to and confidentiality of personal information and patient health information. These laws can work to limit transfers of such data across borders and even among affiliated entities within Invesco Group.

IHKL and its Covered Persons will comply with all provisions of these laws that relate to its business, including the privacy, security and electronic transmission of financial, health and other personal information. The company expects IHKL's staff to keep all such data confidential and to protect, use and disclose information in the conduct of our business only in compliance with these laws. The company will consider and may release personal information to third parties to comply with law or to protect the rights, property or safety of IHKL and its customers. In accordance with IHKL's policies, each business unit has developed required disclosures and data security procedures applicable to that business unit. All IHKL's staff must comply with the applicable procedures.

With respect to IHKL's staff, all salary, benefit, medical and other personal information shall generally be treated as confidential. Personnel files, payroll information, disciplinary matters, and similar information are to be maintained in a manner designed to protect confidentiality in accordance with applicable laws. All IHKL's staff shall exercise due care to prevent the release or sharing of such information beyond those persons who may need such information to fulfill their job functions. Notwithstanding the foregoing, all personnel information belongs solely to IHKL and may be reviewed or used by the company as needed to conduct its business.



## Appendix 1

### **Soft Dollar Services Permitted In Hong Kong**

#### 1. General

IHKL may receive goods or services from a broker in consideration of directing business on behalf of a client to that broker if :-

- (a) the goods or services are of demonstrable benefit to Invesco's clients;
- (b) execution is consistent with best execution standards and brokerage rates are not in excess of customary full service brokerage rates;
- (c) the client has consented in writing to the receipt of such goods and services; and
- (d) disclosure is made of Invesco's practices for receiving such goods and services including a description of the goods and services received.

#### 2. Permitted Goods and Services

- (a) research and advisory services;
- (b) economic and political analysis;
- (c) portfolio analysis including valuation and performance measurement;
- (d) market analysis;
- (e) data and quotation services;
- (f) computer software incidental to the above goods and services;
- (g) clearing and custodian services; and
- (h) investment related publications.

#### 3. Prohibited Goods and Services

- (a) Travel;
- (b) Accommodation;
- (c) Entertainment;

- (d) General administrative goods or services;
- (e) General office equipment or premises;
- (f) Membership fees;
- (g) Employee salaries;
- (h) Direct money payment; and
- (i) Computer hardware