

**College of Insurance
Insurance Institute of India, Mumbai
Programme for Principal Officers
Program ID: CPB3
(From: 03rd to 04th December, 2020)**

Relevance of the Program:-

The IRDAI Corporate Agents Regulations of 2015 provides a comprehensive framework for the working of corporate agents. A Corporate Agent can tie up with a maximum of three life insurers, three general insurers and three health insurers for soliciting, procuring and servicing Insurance Business. The regulations specify the qualifications for Principal Officers and Specified Persons; outline the requirements for registration and its renewal; lay out steps for grievance redressal; prohibit multi-level marketing and set norms for dealing with conflicts of interests and code of conduct to be followed. They also give details about records and books of account to be maintained by the Corporate Agent.

The regulations also place a large onus of responsibility on Corporate Agents as intermediaries. The Principal Officer, as Nodal Officer, has the responsibility for all insurance marketing activities of the corporate agent, including ensuring compliance with the regulations. Apart from being responsible for regulatory and audit compliance, vis-à-vis the regulatory authority, he/she has to supervise the activities of the Corporate Agency and play a vital role in promoting sales and service of Insurance Products. All this requires a thorough understanding of the regulations and its imperatives, including compliance and inspection. It also calls for developing strategies for promotion of insurance business.

Some of the tasks to be taken up include maintenance of records giving various kinds of details - like information on their employees and vendors, details of new business, including proposal and policy details for new and existing policies; lapsed policies and person who sourced them; claims and reinsurance; complaints and grievances etc. In addition there are records related to license/registration and renewal; Organization chart and SOP manuals; Professional indemnity policies obtained; details of the Principal officer and Specified Persons; and on returns filed with the regulatory and tax authorities etc. The regulations also call for a board policy on Record maintenance. Further, under section 33 of the Insurance Act, the regulator is empowered to appoint investigation officers to investigate the affairs of insurers and their intermediaries.

This Program is designed with a clear appreciation of the difficulties faced by Principal Officers in understanding and compliance with the requirements of Corporate Agents' Regulations. It is suitable for Principal Officers of all Corporate Agents including Banks. It may also be useful for other specified persons, especially those who have to share the Principal Officer's responsibilities. The programme aims to enhance the competencies of the Principal Officer who is the backbone of the Corporate Agency system and the driving force for success of its business.

Program Objective:-

The participant would understand and get insights on

- Understanding and playing his/her role effectively in the context of the regulations
- Compliance with Regulations including inspection requirements
- Maintenance of records and reporting
- Developing strategies for Business Promotion and marketing through Specified Persons

Participant Profile:-

- The programme is designed for Principal Officers of Banks and other corporate agents.
- Other specified persons including officials associated with Principal Officers can also attend.

Course Coordinator:-

Dr S Kutty – 022-26544296 Email: skutty@iii.org.in

Program Duration & Timing: -

2 days & from 10.00 a.m. to 05.00 p.m.

Course Fees:-

- **Participants requiring residential facilities: Total amount Required –Rs. 11800-i.e. (Rs. 10000/- plus 9% CGST + 9% SGST).**

The fees cover tuition, course material, A/C single room accommodation in the Institute's campus and full boarding (bed tea/coffee, breakfast, lunch, light refreshments in the evening and dinner). All rooms are fully furnished with attached bathroom and Internet facility.

Rooms are reserved from 12.00 noon onwards the day prior to the commencement of the program. The participants can stay till 12.00 noon next day after the conclusion of the program.

- **Non-residential participants: Total amount Required –Rs. 8496/-i.e. (Rs.7200/- plus 9% CGST + 9% SGST).**

The fees cover tuition, course material and day boarding (i.e. tea/coffee during tea breaks and lunch for actual days of training).

Training Venue:-

Please follow below link / QR Code for Training Venue

<https://qrgo.page.link/qs2Qb>



Parking Facility:-

Public parking available at 5 minutes walking distance (Behind US Consulate).

Respond to:-

Ms E. D'souza	college_insurance@iii.org.in	022-26544210
Mr D V Govekar		022-26544247
Ms S S Vaidya		022-26544266
Ms A P Dalvi		022-26544254
Mr P M Tare		022-26544251
Ms N B Bagde		022-26544234

**College of Insurance
Insurance Institute of India,
G Block, Plot No. C – 46, Near American Consulate, Bandra Kurla Complex,
Bandra (East), Mumbai – 4000051**

Information for Registration

Registration:-

- To register online, visit menu Enrolment – Online Enrolment on website www.coi.org.in else follow link - <http://www.coi.org.in/web/guest/programme-calendar>
- For offline registration, mail us at college_insurance@iii.org.in and please see below details for bank transfer.

Name of the Beneficiary:-	Insurance Institute of India
Name of Bank & Address :-	Axis Bank Ltd, Fort Branch, Jeevan Prakash Building, Sir P M Road, Mumbai – 400001.
Account No.:-	0040 10100 143462
IFSC Code:-	UTIB 000 000 4
MICR Code:-	400211002
Swift Code:-	AXISINBB004

- The confirmation of registration for the program will be subject to receipt of payment before the commencement of the program.

Training Venue:-

Insurance Institute of India, (College of Insurance), G Block, Plot No. C – 46, Near American Consulate, Bandra Kurla Complex, Bandra (East), Mumbai – 4000051

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Nomination Form

- 1) Participant Name: _____
- 2) Program Name: _____
- 3) Program Period: _____
- 4) Address: _____

- 5) Educational Qualification: _____
- 6) Date of Birth: _____
- 7) Position Held: _____
- 8) Mobile No: _____
- 9) Telephone No.: _____
- 10) E-Mail: _____
- 11) Alternate E-Mail: _____
- 12) Sponsoring Organisation: _____
- 13) Food preference: Vegetarian Non-Vegetarian
- 14) Hostel Facility Required: Yes No
- 15) Details of Fee Paid: Cheque / D.D. No. _____ dt. _____
Drawn on _____ Bank, for Rs. _____

Please
affix your
photograph
here

Signature & seal of the authority
of the Sponsoring organisation

Signature of the Participant

*Name of Co-ordinator: _____
Mobile No: _____ Tel. No.: _____
Email-Id.: _____ Company Name: _____

*This column is mandatory for those participants who are sponsored by company.