

保險業監理處

香港金鐘道六十六號  
金鐘道政府合署二十一樓



OFFICE OF THE COMMISSIONER  
OF INSURANCE

21st Floor,  
Queensway Government Offices,  
66 Queensway,  
Hong Kong

圖文傳真 Fax: (852) 2869 0252

覆函請註明本處檔號

In reply please quote this ref. INS/STA/1/7

來函檔號 Your ref.

電話 Tel. 2867 2550

18 October 2005

To : Chief Executives of all authorized insurers

Dear Sirs,

**Insurance Statistics**

This is just a reminder to you that the quarterly returns for the third quarter of 2005 are due for submission **by the end of this month.**

You may recall that commencing from the second quarter of this year, insurers carrying on **general business** (other than professional reinsurers) are required to submit a return on Employees' Compensation insurance (direct) business showing the breakdown by type of trade occupation of premium and exposure on a quarterly basis. In our recent processing of the aforesaid data, it has been found that in relation to adjustment (or additional) premiums charged in respect of a policy, the reporting bases for the annual wage/contract value (ie the exposure) by individual insurers are different and therefore require subsequent amendments. Hence, we consider it appropriate for all such insurers to adopt a standard reporting basis in this respect to ensure data integrity. The standard basis is set out in the attached [Explanatory Note](#). Opportunity is also taken to explain the said reporting basis in the footnotes to the relevant input template at our website <http://www.info.gov.hk/oci>. Kindly take note and ensure compliance as from your return for the third quarter of 2005.

Your continued co-operation by making a timely submission of your returns is important for the statistics to be released by this Office to be useful to the industry and the public.

Yours faithfully,

(H. Y. Mok)  
for Commissioner of Insurance

Encl.

[NC(51)/S1-7-b.DOC/CA-vs]