

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/TEC/13/10/1 Sub-file V

25 January 2008

來函檔號 Your ref.

電話 Tel. 2867 4980

To: Responsible officers of all travel agents in Hong Kong

Dear Sirs,

Travel Insurance Agents Registration System

As you are aware, arrangements were implemented in May 2006 for travel agents and their staff to undergo an examination under the Insurance Intermediaries Quality Assurance Scheme (“IIQAS”) and obtain registration from the Insurance Agents Registration Board (“IARB”) before they engage in restricted scope of travel insurance business tied to tour/travel packages or other travel services.

In view of the difficulty faced by some experienced travel agency staff who have not attained Form 5 education, the IIQAS Steering Committee has recently endorsed a waiver of this registration requirement subject to the criteria and procedures as detailed in the attached guidance note promulgated by the Hong Kong Federation of Insurers.

Given this latest development, I would like to urge travel agents and their staff wishing to engage in restricted scope of travel insurance business to take the examination under IIQAS and register with IARB. Those who do not possess Form 5 education but nonetheless satisfy the criteria set out in the guidance note should submit an appropriate form of notice to IARB on or before 30 April 2008 in the prescribed manner.

I would like to draw your attention in particular to section 77(1) of the Insurance Companies Ordinance (Cap. 41) which stipulates that a person who holds himself out to be an insurance agent but who is not an appointed insurance agent is liable to a fine of up to \$1,000,000 and imprisonment of up to two years. The Insurance Authority will take prompt and decisive enforcement actions against anyone engaging in travel insurance business without proper registration so as to safeguard consumer interests.

Upon registration with IARB, travel agents and their staff must comply with the Code of Practice for the Administration of Insurance Agents. Failure to do so will lead to disciplinary actions and may affect their fitness and propriety as licensee or member of the Travel Industry Council of Hong Kong.

Please contact the following organisations for further information or enquiries on this matter:

**Vocational Training Council - PEAK Examination Centre
(for examination matters)**

VTC Tower,
27 Wood Road,
Wan Chai, Hong Kong
Hotline: 2919 1467, 2919 1468 and 2919 1478
Website: <http://www.vtc.edu.hk/cpdc>
E-mail: cpdc@vtc.edu.hk

**Insurance Agents Registration Board
(for registration matters)**

29/F, Sunshine Plaza,
353 Lockhart Road,
Wanchai, Hong Kong.
Tel: (852) 2520 1868
Fax: (852) 2520 1967
Website: <http://www.hkfi.org.hk>
E-mail: hkfi@hkfi.org.hk

Yours faithfully,

(Clement Cheung)
Commissioner of Insurance

Encl.

c.c. Commissioner for Tourism
Registrar, Travel Agents Registry
Chairman, The Hong Kong Federation of Insurers
Chairman, Insurance Agents Registration Board
Chairman, Travel Industry Council of Hong Kong
Executive Director, Vocational Training Council