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覆函請註明本處檔號

In reply please quote this ref. INS/TEC/3/40

28 September 2012

來函檔號 Your ref.

電話 Tel. 2153 2763

To: Chief Executives of all authorized insurers

Dear Sirs,

GN14 - Guidance Note on Outsourcing

I enclose a copy of the Guidance Note on Outsourcing (“GN”) promulgated by the Insurance Authority (“IA”) today.

The GN sets out the essential issues which an authorized insurer should take into account in formulating and monitoring its outsourcing arrangements. It has made reference to international good practices and industry comments received during the consultation process.

We recognise that outsourcing arrangements may have different degree of materiality. An authorized insurer could implement the GN in a manner commensurate with the degree of materiality of its outsourcing arrangement. For material outsourcing, an authorized insurer should take into account and address all the essential issues set out in the GN.

The GN also requires an authorized insurer to notify the IA before entering into a material outsourcing arrangement or significantly varying an existing one. To facilitate compliance with this requirement, a Checklist on the information to be submitted for the prior notification (“Checklist”) is enclosed herewith for your reference.

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The GN shall come into operation on 1 January 2013. The GN and the Checklist are also available on our website at www.oci.gov.hk. Should you require any clarification on the GN, please contact Miss Lily Chan at 2153 2763, Ms Cecilia Chan at 2867 3446 or the case officer whom you have been dealing with.

Yours faithfully,

(Ms Annie Choi)
Commissioner of Insurance

Encl.

c.c. Chairman, The Hong Kong Federation of Insurers

[LC(3)/T3-40/CA-vs]