

Ref : J559

By Fax or Email

To : Authorized Representatives, Member Companies, The Hong Kong Federation of Insurers (HKFI)
Non-HKFI Insurers using HKFI's agent registration service
Insurance Agents who have appointed Technical Representatives

c.c. : Mr Richard Yuen, JP, Commissioner of Insurance, Insurance Authority
Mr Ambrose Cheung, JP, Chairman of the Insurance Agents Registration Board
HKFI Governing Committee Members
Mr Davey Lee, President, General Agents & Managers Association of HK
Mr Jackson Pun, Chairman, The HK General Insurance Agents Association Ltd
Mr Sidney Wong, President, The Life Underwriters Association of HK Ltd
All Insurance Agents, Responsible Officers and Technical Representatives
(Registered Persons) via their appointing Insurer/Insurance Agent

From : Peter C H Tam, Executive Director

Date : 14 November 2005

Subject : **Continuing Professional Development (CPD) Programme**

Set out below for reference are the steps for revoking the confirmation of registration of those Registered Persons who failed to comply with CPD requirements as at 31 July 2005.

On 18 November 2005, the IARB secretariat will issue a letter to individual insurers/agents with a list of those Registered Persons for de-registration. The letter will say that:

- (a) the de-registration shall take effect on 25 November 2005 and insurers/agents are required to sign and return the relevant Cancellation of Registration forms to IARB no later than 25 November 2005;
- (b) IARB shall not consider those Registered Persons' application for re-registration for 3 months from 25 November 2005 to 24 February 2006; and
- (c) those Registered Persons shall be required to complete all outstanding CPD credits at the time of re-registration.

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註 冊 有 限 公 司
Incorporated with limited liability

At the same time, the IARB secretariat will write to those Registered Persons informing them individually of the de-registration and their right to appeal to the Appeals Tribunal on or before 23 December 2005 according to the established procedures attached.

A handwritten signature in black ink, appearing to be 'Dan Jones'.

P.S. As stipulated in the Clause 44 of the Code of Practice for the Administration of Insurance Agents, any person adversely affected by a decision of the IARB made under the Code may appeal to the Appeals Tribunal but that decision shall take effect immediately notwithstanding that an appeal has been or may be made.

香港保險業聯會

上訴裁判處

香港灣仔駱克道 353 號三湘大廈 29 樓

甲. 上訴裁判處的權力範圍

1. 駁回或受理上訴申請

- I. 假如上訴裁判處認為上訴理由缺乏事實根據，可駁回申請。
- II. 假如上訴個案表面理據成立，又上訴裁判處認為有需要展開聆訊，上訴裁判處將會訂定聆訊日期。
- III. 假如上訴裁判處認為必須受理某宗上訴申請，上訴裁判處有權毋須聆訊而作出裁決。

2. 假如上訴裁判處需要聘用律師，上訴裁判處有權要求敗訴之上訴人支付有關費用；有關費用將由上訴裁判處委任之執業律師根據高等法院規定的方法計算。
3. 上訴裁判處的決定為最終決定。

乙. 注意事項

上訴人必須依照下列規定填妥此表格並交回上訴裁判處：

1. 保險代理登記委員會致代理人之判決通知書上日期起計 28 天內；
2. 連同五份上訴誓章，清楚羅列上訴理據；
3. 連同港幣五百元正劃線支票作為行政費，抬頭祈付「香港保險業聯會」。

丙. 上訴通知

1. 中文全名 _____ 英文全名 _____
2. 香港身份證號碼 _____ 檔案編號 _____
3. 保險代理登記委員會致代理人之判決通知書上日期 _____
_____ 通訊地址 _____

4. 聯絡電話 _____
傳真號碼 _____

日期

上訴申請人簽署

THE HONG KONG FEDERATION OF INSURERS

APPEALS TRIBUNAL

29th Floor Sunshine Plaza, 353 Lockhart Road, Wanchai, Hong Kong

A. Power of the Appeals Tribunal

- a) Dismissal or otherwise of the application for appeal
 - (1) If the Appeals Tribunal is of the opinion that the grounds shown for appeal is not supported, the Appeals Tribunal may dismiss the appeal.
 - (2) If a prima facie case is made out and the Appeals Tribunal is of the view that a hearing is required, the Appeals Tribunal may proceed to fix a hearing date.
 - (3) If the Appeals Tribunal is of the view that the appeal ought to be allowed, the Appeals Tribunal may make a ruling without a hearing.
- b) In the event the Appeals Tribunal requires the assistance of legal counsel, the Appeals Tribunal shall have the power to order that costs be paid by an unsuccessful appellant such costs to be taxed in accordance with the Rules of the Supreme Court by a practicing solicitor appointed by the Appeals Tribunal.
- c) Decision of the Appeals Tribunal shall be final.

B. Important Points

This form should be duly completed and returned to the office of the Appeals Tribunal

- a) Within 28 days of the issue date of IARB's final decision.
- b) Accompanied by 5 copies of affidavit by the appellant stating the ground(s) of the appeal in support of the appeal.
- c) Accompanied by a crossed cheque for HK\$500.00 made payable to "The Hong Kong Federation of Insurers" being the administration fee.

C. Notification of Appeal

- 1. Name in full _____ (English) _____ (Chinese)
- 2. H.K.I.D. No. _____ 3. Case Reference No. _____
- 4. Date of IARB's Final Decision _____
- 5. Address for service _____

- 6. Telephone No. _____

Date

Signature of Applicant