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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 : 4 November 2005

Subject : **Continuing Professional Development (CPD) Programme –
Actions to be taken against Registered Persons who have failed to comply
with the CPD requirements**

In June 2005 Insurance Agents Registration Board ("IARB") Chairman Mr Ambrose Cheung issued a revised Guidance Note on compliance with the CPD requirements. All Registered Persons ("RPs") were required to report compliance by 31 July 2005.

For those RPs who fail to meet the requirements, their confirmation of registration will be revoked by the IARB and the IARB will not consider their application for re-registration for 3 months as stipulated in the Guidance Note. They shall be required to complete all outstanding CPD credits at the time of re-registration.

The parties concerned including Insurers and RPs have been duly informed of the CPD requirements and the deadline for the reporting of compliance (see attached). With the assistance of Authorized Representatives of Member Companies, all non-compliance cases have now been fully reported.

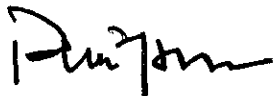
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註冊有限公司
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I am now writing to inform you in advance of the steps that IARB will be taking regarding those RPs who have failed to meet the CPD requirements. Later next week the IARB secretariat will send you a letter confirming whether or not you have any RP who has failed to meet the requirements. For those companies where non-compliance is reported, they will be given a full list of those RPs who have failed to comply. In the letter the relevant appointing Insurers/Insurance Agencies will be requested to:

- (a) revoke the confirmation of registration of these RPs within 7 days from the date of IARB's letter; and
- (b) refer to point (k) of the Guidance Note regarding the de-registration of such RPs.

The IARB secretariat will also write to those RPs individually informing them of the actions outlined above.

A handwritten signature in black ink, appearing to read "Dunham".

P.S. The actions set out above have been duly reviewed by the Chairman and members of IARB.

Encl.

Chronological order of events for dissemination of information regarding CPD Programme

Date	Particulars
30 Nov 2004	CPD Programme – Administrative Procedures issued to all appointing insurers/insurance agents and all Registered Persons via their appointing insurer/insurance agent
6 Dec 2004	Posting of newspaper advertisement in four newspapers to remind Registered Persons to report their CPD compliance to their appointing insurers/insurance agents within two weeks from the first assessment date 31 July 2005
7 Dec 2004	Posting of newspaper advertisement in four newspapers to remind Registered Persons to report their CPD compliance to their appointing insurers/insurance agents within two weeks from the first assessment date 31 July 2005
23 May 2005	Posting of newspaper advertisement in eight newspapers to remind Registered Persons to report their CPD compliance to their appointing insurers/insurance agents within two weeks from the first assessment date 31 July 2005
13 Jun 2005	CPD Programme – Revised Administrative Procedures issued to all appointing insurers/insurance agents and all Registered Persons via their appointing insurer/insurance agent
20 Jun 2005	Posting of newspaper advertisement in eight newspapers to remind Registered Persons to report their CPD compliance to their appointing insurers/insurance agents within two weeks from the first assessment date 31 July 2005
18 Jul 2005	Posting of newspaper advertisement in eight newspapers to remind Registered Persons to report their CPD compliance to their appointing insurers/insurance agents within two weeks from the first assessment date 31 July 2005

保險代理持續專業培訓計劃 Continuing Professional Development Programme for Insurance Agents

自2002年1月1日持續專業培訓計劃實施之後，所有「登記人士」(即保險代理、負責人及業務代表)每年必須取得5個核心學分和10個非核心學分。凡於2004年7月31日或之前入職的登記人士，必須於首次評估日起計兩星期內向其委任保險公司／保險代理申報累積的培訓學分。

首次評估日 31/07/2005

所有登記人士應向其委任保險公司／保險代理查詢詳情，或瀏覽香港保險業聯會網頁：<http://www.hkfi.org.hk>。

Since the launch of the Continuing Professional Development (CPD) Programme on 1 January 2002, all Registered Persons, i.e. insurance agents, responsible officers and technical representatives, are required to earn 5 credits core and 10 non-core credits every year. All Registered Persons joining on or before 31 July 2004 must report their accumulated CPD credits to their appointing insurers/insurance agents within two weeks from the first assessment date.

First Assessment Date 31/07/2005

All Registered Persons should contact their appointing insurers/insurance agents for further enquiries or visit the website of the Hong Kong Federation of Insurers at <http://www.hkfi.org.hk>.

查詢熱線 Enquiry Hotline : 2861 9330

HKFI

香 港 保 險 業 聯 會
THE HONG KONG FEDERATION OF INSURERS