

বাংলাদেশ



গেজেট

অতিরিক্ত সংখ্যা
কর্তৃপক্ষ কর্তৃক প্রকাশিত

মঙ্গলবার, জুলাই ১২, ১৯৯৪

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

বাণিজ্য মন্ত্রণালয়

প্রজ্ঞাপন

ঢাকা, ২৭শে আষাঢ়, ১৪০১/১১ই জুলাই, ১৯৯৪

এস. আর. ও. নং ২৩৯-আইন/৯৪—Insurance Act, 1938 (IV of 1938) এর section 114 এর sub-section (1) এ প্রদত্ত ক্ষমতাবলে সরকার Insurance Rules, 1958 এ নিম্নরূপ অধিকতর সংশোধন করিল, যাহা উক্ত section এর sub-section (1) এর বিধান মোতাবেক ইতিপূর্বে বাংলাদেশ গেজেটে প্রকাশিত হইয়াছিল, যথা :-

উপরি-উক্ত Rules এর—(ক) rule 3A বিলুপ্ত হইবে ;

(খ) rule 4A এর পরিবর্তে নিম্নরূপ rule 4A প্রতিস্থাপিত হইবে, যথা :-

“4A. **Paid-up capital of an insurance company and share holding.**—

(1) 50% of the total paid-up capital shall be contributed by the sponsors and the remaining 50% shall be open for public subscription within a period of three years from the date of registration of the company and the sponsors shall furnish under taking to the Controller of Insurance at the time of applying for registration to the effect that before floating of public shares within the aforesaid period they shall obtain commitment from the scheduled banks and financial institutions that any portion of public issue of shares remaining unsubscribed shall be subscribed by the scheduled banks or financial institutions or both making the aforesaid commitment.

Provided that, if the Controller of Insurance has reason to believe upon an application made to him by any company to the effect that due

(২৬১৯)

স্বাক্ষর: টাকা ৮-০০

to certain unavoidable circumstances it is unable to float public shares within the aforesaid period, the Controller of Insurance may extend the time for a period not exceeding six months.

Provided further that the portion of the paid-up capital open for public subscription shall, in respect of the companies registered before the commencement of these Rules, be floated within such time as may be specified by the Controller of Insurance failing which the Controller of Insurance may cancel the registration of the concerned company under clause (f) of sub-section (4) of section 3 of the Act.

Provided further that the Controller of Insurance may grant a certificate of registration to a public limited insurance company for carrying on any class of insurance business if the sponsors have contributed their portion of the total paid-up capital.

(2) No individual or company shall be sponsor or director of an insurance company if, according to the opinion of Bangladesh Bank, he is a defaulter with any bank or financial institution.

(3) Not more than 20% of the sponsor's contribution to the paid up capital shall be allowed to be subscribed by each sponsor or members of the family of that sponsor.

(4) Individual sponsor's share shall not be less than five lac taka in case of general insurance company and two lac taka in case of life insurance company.

(5) Sponsors shall deposit their contribution to the share capital committed by them in any scheduled bank in the name of the company before the company makes the application for registration and furnish certificate from the concerned scheduled bank to the Controller of Insurance with the undertaking that the amount so deposited shall not be withdrawn without the written permission of the Controller of Insurance and there shall not be any lien to such deposit :

Provided that the Controller of Insurance shall not allow any withdrawal other than for the purpose of meeting initial expenditure for formation of the company.”;

(গ) rule 15 এর পর নিম্নরূপ heading এবং নতুন rules 15A এবং 15B সম্মিলিত হইবে, যথাঃ—

ELECTION OF DIRECTORS BY PUBLIC SUBSCRIBERS

15A. **Qualification of public subscriber directors of insurance companies.**—A person who is not otherwise disqualified to be a director of an insurer under the provisions of the Act shall be eligible for election as a director of public subscriber of an insurance company if he holds

such minimum qualifying share as may be determined by the company on account of public subscription to the paid-up capital at least 6 months before the date of election :

Provided that no company shall fix the minimum qualifying share to be an amount exceeding ten thousand taka.

15B. **Voters, etc.**—(1) The holders of public subscription shares shall elect the Directors under rule 15A.

(2) The election shall be held at a meeting of the holders of public share and such meeting shall ordinarily be held at the premises of the principal office of the company or where sufficient space is not available for holding the election meeting, such meeting may be held at a suitable place near the principal office of the company.

(3) The date, time, place and other particulars of election and the number of Directors to be elected shall be circulated sixty days before such election by advertisement in at least two national daily newspapers.

(4) Where the number of candidates in the election is, on scrutiny, found equal to the number of Directors to be elected, all such candidates shall be declared elected as Directors by the Secretary of the Company and all concerned shall be intimated accordingly.

(5) The election meeting shall be presided over by the Chairman of the Board of Directors of the company or any Director nominated by him in writing.

(6) In the case of contesting election, the Chairman of the meeting shall decide the manner of election.

(7) The Chairman of the election meeting shall count or cause to be counted the votes and declare the names of the elected candidates.”;

(ঘ) rules 18, 19, 20, 21 এবং 22 এর পরিবর্তে নিম্নরূপ rules 18, 18A, 18B, 18C, 18D, 18E, 19, 19A, 20, 21, 21A, 21B, 21C, 22 এবং 22A প্রতিস্থাপিত হইবে, যথাঃ—

“18. **Temporary licence of life insurance agent.**—(1) Any person who has passed the eighth class of a secondary school may apply to the Controller of Insurance for temporary licence of life insurance agent.

(2) An application for temporary licence of life insurance agent under sub-rule (1) shall be made in form VI.

(3) The holder of a temporary licence of life insurance agent or any person who was at any time granted such licence shall not be entitled to apply for fresh temporary licence :

Provided that nothing in this sub-rule shall apply to a person who during the period when his licence was in force procured life insurance policy of sum insured of at least taka two lac each year, out of which at least 40% percent remains in force on the date of submitting application for another or fresh temporary licence.

(4) The provisions of sub-rule (1) and (2) shall apply in the case of an application for another or fresh temporary licence of life insurance agent.

18A. Renewable licence of life insurance agent.—(1) Whoever possesses the qualification mentioned in rule 18(1) or holds a licence shall be deemed to be a temporary licence within the meaning of rule 18(1) of life insurance agent on the commencement of this rule may, subject to his passing the examination referred to in rule 18B, apply to the Controller of Insurance for renewable licence of life insurance agent.

(2) An application for renewable licence of life insurance agent under sub-rule (1) shall be made in form VIA.

18B. Examination.—(1) There shall be an examination to be called examination for life insurance matters to be held in accordance with the provisions of this rule.

(2) The examination shall be conducted by such authority as the Government may determine from time to time.

(3) The time, place, total marks, pass marks, fee and other relevant matters of the examination shall be determined by the examination conducting authority.

18C. Licence of general insurance agent.—(1) Any person desiring to obtain a licence of general insurance agent may apply to the Controller of Insurance for such licence.

(2) An application for licence of general insurance agent under sub-rule (1) shall be made in form VIB.

18D. Fees for licences.—(1) The following shall be the fees of licences of insurance agents, namely :—

- (a) temporary licence of life insurance agent taka fifty ;
- (b) fresh temporary licence of life insurance agent taka fifty ;

- (c) renewable licence of life insurance agent taka seventy five ;
- (d) licence of general insurance agent taka seventy five;

(2) The licence fees specified in sub-rule (1) shall be paid by affixing in the application Government stamp called "বীমা ফি স্ট্যাম্প" of equal amount of fee and the applicant shall put his signature on the face of the stamp.

18E. Grant of licence.—The Controller of Insurance or an officer authorised by him in this behalf shall, after taking all reasonable steps to satisfy himself that the application for temporary licence of life insurance agent, fresh temporary licence of life insurance agent, renewable licence of life insurance agent or licence of general insurance agent, as the case may be, is in order and the applicant is not disqualified from holding such licence under sub-section (12) of section 42 of the Act, issue—

- (a) temporary licence of life insurance agent and fresh such licence in Form-VIC for a period of two years ;
- (b) renewable licence of life insurance agent in Form-VID for a period of three years ;
- (c) licence of general insurance agent in Form-VIE for a period of one year.

19. Renewal of licences.—(1) Licences of renewable licence of life insurance agent and general insurance agent, as the case may be, may, if he desires to renew his licence, apply to the licence issuing officer for renewal of his licence in Form-VII and Form-VIII respectively.

(2) The following shall be fees of renewal of licence, namely :—

- (a) renewal of life insurance agent licence taka seventy five ;
- (b) renewal of general insurance agent licence taka one hundred fifty.

(3) The renewal fee under sub-rule (2) shall be paid in such manner as specified under rule-18D (2).

19A. Grant of renewal of licence.—(1) The licence issuing officer shall renew the licence of renewable licence of life insurance agent and licence of general insurance agent for a period of three years in each case if he is satisfied that—

- (a) the application is in order ;

- (b) the application reached him at least one month before the date on which the licence ceases to remain in force ;
- (c) in the case of life insurance, the applicant submits his certificate from the insurer concerned with effect that during the period of licence he procured new life insurance business assuring the sum of not less than 2 lac taka in each year, of which at least the first years due premium has been paid in full and of which at least 40% remain in force ;
- (d) in the case of general insurance, the applicant submits his certificate from the insurer concerned with effect that during the period of licence he procure premium of not less than one lac taka ;
- (e) where the application reached him before the expiry of the day on which the licence ceases to remain in force, an additional fee of taka five has been paid by way of penalty ;
- (f) where the application reached him after the licence ceases to remain in force but the Controller of Insurance is further satisfied that undue hardship would be caused if the application is not entertained, an additional fee of taka thirty has been paid by way of penalty.

20. **Temporary certificate of employer of agents of life insurance.—**

(1) Whoever worked as life insurance agent for at least 5 years and procured new life insurance business assuring a sum of not less than one lac taka in each year, of which at least the first year's due premium has been paid in full and of which 40% percent remain in force, may apply for temporary certificate of employer of agents of life insurance.

(2) An application for temporary certificate under sub-rule (1) shall be made in Form IX.

(3) The holder of a temporary certificate or any person who was at any time granted such certificate shall not be entitled to apply for fresh temporary certificate :

Provided that nothing in this sub-rule shall apply to a person who during the period when his certificate was in force introduced not less than 5 insurance agents subsequently qualified for renewable licence of life insurance and procured policy of at least 7½ lac taka of which at least fifty percent remain in force on the date of submitting application.

(4) The provisions of sub-rule (1) and (2) shall apply in the case of an application for another or fresh temporary certificate.

21. Renewable certificate of employer of agents of life insurance.—

(1) Whoever holds a certificate on the date of commencement of this rule, which shall be deemed to be a temporary certificate within the meaning of rule 20(1), and whoever holds a temporary certificate of employer of agents of life insurance may, subject to his passing the examination referred to in rule 18B, apply to the Controller of Insurance for renewable certificate of employer of agents of life insurance.

(2) An application for renewable certificate under sub-rule (1) shall be made in Form-IXA.

21A. Certificate for employer of agents of general insurance.—(1) Any person desiring to obtain a certificate of employer of agents of general insurance may apply to the Controller of Insurance for such certificate.

(2) An application for certificate of employer of agents of general insurance shall be made in Form IXB.

21B. Fees for certificates.—(1) The following shall be the fees of certificates of employer of agents, namely :—

- (a) temporary certificate of employer of agents of life insurance taka two hundred.
- (b) fresh certificate of employer of agents of life insurance taka two hundred.
- (c) renewable certificate of employer of agents of life insurance taka three hundred.
- (d) certificate of employer of agents of general insurance taka two hundred.

(2) The certificate fee under sub-rule (1) shall be paid in such manner as specified under rule 18D (2).

21C. Grant of Certificates.—(1) The Controller of Insurance or an officer authorised by him in this behalf shall, after taking all reasonable steps to satisfy that the application for temporary certificate, fresh temporary certificate, renewable certificate of employer of agents of life insurance or certificate of employer of agents of general insurance, as the case may be, is in order, issue—

- (a) temporary certificate of employer of agents of life insurance and fresh such certificate in Form X for a period of two years ;

- (b) renewable certificate of employer of agents of life insurance in Form XI for a period of three years ;
- (c) certificate of employer of agents of general insurance in Form XII for a period of one year.

22. **Renewal of certificates.**—(1) The holder of renewable certificate of employer of agents of life insurance or the holder of certificate of employer of agents of general insurance may, if he desires to renew his certificate, apply to the certificate issuing officer for renewal of his certificate in Form XIII and Form XIII A respectively.

(2) The following shall be fees of renewal of certificates, namely :—

- (a) renewal of renewable certificate of employer of agents of life insurance taka two hundred.
- (b) renewal of certificate of employer of agents of general insurance taka two hundred.

(3) The renewal fee under sub-rule (2) shall be paid in such manner as specified under rule 18D(2).

22A. **Grant of renewal of certificate.**—(1) The certificate issuing officer shall renew a life insurance certificate for a period of three years and the general insurance certificate for a period of one year if he is satisfied that—

- (a) the application for renewal is in order ;
- (b) the application reached him, in the case of life insurance certificate, at least one month before the date on which the certificate ceases to remain in force and, in the case of general insurance certificate, before the date on which the certificate ceases to remain in force ;
- (c) in the case of application for life insurance, the applicant submits a certificate from the insurer concerned to the effect that during the period when his certificate was in force, he complied with all instruction relating to recruitment of agents and procured life insurance policy of at least taka seven and half lac of which at least forty percent remain in force on the date of submitting the application ;
- (d) in the case of application for general insurance if it reached him after the certificate ceases to remain in force but within twelve months from such ceasing an additional fee of taka two hundred has been paid by way of penalty.”;

(ঙ) rule 36 এর পরিবর্তে নিম্নরূপ rule 36 প্রতিস্থাপিত হইবে, যথাঃ—

“36. Fees payable for surveyor certificate.—(1) The fee under sub-rule (1) of rule 26 for obtaining a certificate to act as an insurance surveyor shall be fifty taka for each class of certificate.

(2) The fee under sub-rule (1) of rule 27 for renewing a certificate to act as an insurance surveyor shall be fifty taka for each class of certificate.

(3) The additional fee by way of penalty, under sub-rule (3) of rule 27 payable with an application for renewal of a certificate to act as an insurance surveyor which reaches the Controller after the certificate ceases to remain in force shall be fifteen taka.

(4) The fee under sub-rule (1) of rule 30 for duplicate licence and duplicate certificate shall respectively be one taka and five taka.”;

(চ) rule 40 এর sub-rule (1) এর clause (ii) এর পরিবর্তে নিম্নরূপ clause (ii) প্রতিস্থাপিত হইবে, যথাঃ—

“(ii) an amount computed on the basis of the percentages appropriate to the various parts of total gross premium income written direct in Bangladesh during the year.

Part of the total gross premium Percentage of premium income of the insurer written in respect of direct in Bangladesh.

| Part of the total gross premium income of the insurer written direct in Bangladesh. | Percentage of premium in respect of Fire & Misc. Combined. | Marine |
|---|--|---------|
| First 1 crore taka | 30 | 18 |
| Next 1 crore taka | 25 | 15 |
| Next 1 crore taka | 24 | 15 |
| Next 1 crore taka | 24 | 13 |
| Next 1 crore taka | 23 | 13 |
| Next 1 crore taka | 22 | 13 |
| Next 1.25 crore taka | 18 | 11 |
| Balance | 15 | 10% এবং |

(ছ) From VI, VII, VIII, IX, X, XI, XII, XIII, XIV, XV, XVI, XVII, XVIII এর পরিবর্তে নিম্নরূপ Form VI, VIA, VIB, VIC, VID, VIE, VII, VIII, IX, IXA, IXB, X, XI, XII, XIII, XIII A, XIV, XV, XVI, XVII, XVIII প্রতিস্থাপিত হইবে, যথা:—

“FORM-VI

[Sec rule 18(2)]

APPLICATION FOR TEMPORARY LICENCE OF LIFE INSURANCE AGENT.

To
The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.
Dear Sir,

I request that a temporary licence to act as a life insurance agent may be granted to me. The requisite particulars are given below, namely:—

4. (i) Name (BLOCK LETTERS) :
- (ii) Father's/Husband's name :
- (iii) Date of birth :
- (iv) Age on the date of application :
- (v) Residential Address :
- (vi) Permanent Address :
- (vii) Educational Qualification :
(Photo copy of certificate to be duly attested by any First Class Gazetted Officer).
- (viii) Nationality :
- (ix) Religion :
- (x) Did you apply for a temporary licence before: If so state—
- (a) Whether the licence was granted: If yes, the No. and date of expiry of that licence.
- (b) Whether the licence was refused, If yes, the No. and date of the letter of refusal with reasons thereof

(xi) Do you hold a certificate to act as an employer of agents? If yes, the particulars of such certificate to be stated.....

.....
.....
.....

- *2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declaration given below are true and that the temporary licence for which I hereby apply shall be used only by myself for soliciting or procuring life insurance business.
4. I also declare that I don't suffer from any of the disqualifications mentioned in sub-section (12) of section 42 of the Act.

Yours faithfully,

Specimen Signatures

Dated :

Space for stamps

* This will come into force from 1st January, 1995.

FORM-VIA

[See rule 18A (2)]

APPLICATION FOR RENEWABLE LICENCE OF LIFE INSURANCE AGENT.

Temporary licence No

Date of Issue.....

Date of Expiry

To

The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.

Dear Sir,

I request that a renewable licence to act as a life Insurance agent may be granted to me. The requisite particulars are given below, namely:—

1. (i) Name (BLOCK LETTERS) :
- (ii) Father's/Husband's name :
- (iii) Date of birth :
- (iv) Age on the date of application :
- (v) Residential Address :
- (vi) Permanent Address :
- (vii) Educational Qualification :
(Photo copy of certificate to be duly attested by any First Class Gazetted Officer).
- (viii) Nationality :
- (ix) Religion :
- (x) Have you passed the examination under rule 20, if yes—
 - (a) Photo copy of the certificates, mark-sheets and other relevant papers in connection with this examination to be duly attested by any First Class Gazetted Officer.

- *2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declaration given below are true and that the renewable licence for which I hereby apply shall be used only by myself for soliciting or procuring life insurance business.
4. I also declare that I don't suffer from any of the disqualifications mentioned in sub-section (42) of section 42 of the Act.

Yours faithfully,
Specimen Signatures

Dated :

Space for stamps

* This will come into force from 1st January, 1995.

FORM-VI B**[Sec rule 18C (2)]****APPLICATION FOR LICENCE OF GENERAL INSURANCE AGENT.****To**

**The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.**

Dear Sir,

I request that a licence to act as a general insurance agent may be granted to me. The requisite particulars are given below, namely :—

1. (i) Name (BLOCK LETTERS) :
- (ii) Father's/Husband's name :
- (iii) Date of birth :
- (iv) Age on the date of application :
- (v) Residential Address :
- (vi) Permanent Address :
- (vii) Educational Qualification :
(Photo copy of certificate to be duly attested by any First class
Gazetted Officer).
- (viii) Nationality :
- (ix) Religion :
- *2. Two passport size recent photos (duly attested by any First class gazetted
Officer).
3. I hereby declare that the particulars given above and declaration given
below are true and that the licence for which I hereby apply
shall be used only by myself for soliciting or procuring life insurance
business.
4. I also declare that I don't suffer from any of the disqualifications mentioned
in sub-section (42) of section 42 of the Act.

Yours faithfully,
Specimen Signatures

Dated :

Space for stamps

* This will come into force from 1st January, 1995.

Not transferable

FORM-VI C

[See rule 18E (a)]

**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
DEPARTMENT OF INSURANCE**

TEMPORARY LICENCE NO.....(LIFE)

TEMPORARY LICENCE OF LIFE INSURANCE AGENT.

Mr./Mrs./MissS/o. W/o. D/o.....
.....Village.....
Post Office Thana
District..... is hereby authorised to act as an
Insurance Agent in respect of life insurance business for two years from
to
Dhaka, dated the day of..... 199..

Signature of
Controller of Insurance
or
Authorised Officer in this behalf.

* Photo and specimen
Signature of the Applicant.

* This will come into force from 1st January, 1995.

Not transferable

FORM-VI D

[See rule 18E (b)]

**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
DEPARTMENT OF INSURANCE**

RENEWABLE LICENCE NO.....(LIFE)

RENEWABLE LICENCE OF LIFE INSURANCE AGENT

Mr./Mrs./MissS/o. W/o. D/o.....

.....Village.....

Post Office Thana

District.....is hereby authorised to act as an

Insurance Agent in respect of life insurance business for three years from

to

dated the..... day of199..

Signature of

Controller of Insurance

or

Authorised Officer in this behalf.

* Photo and specimen
Signature of the Applicant.

* This will come into force from 1st January, 1995.

Not transferable

FORM-VI E

[See rule 18E (c)]

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

DEPARTMENT OF INSURANCE

LICENCE NO (GENERAL)

LICENCE OF GENERAL INSURANCE AGENT.

Mr./Mrs./Miss S/o. W/o. D/o.

..... Village.

Post Office Thana

District..... is hereby authorised to act as an

Insurance Agent in respect of General Insurance business for one year from

to

Dhaka, dated the day of..... 199..

Signature of

Controller of Insurance

or

Authorised Officer in this behalf.

* Photo and specimen
Signature of the Applicant.

* This will come into force from 1st January, 1995.

FORM-VII

(See rule 19)

APPLICATION FOR RENEWAL OF A RENEWABLE LICENCE.

RENEWABLE LICENCE NO.....
 DATE OF ISSUE
 DATE OF EXPIRY

To
 The Controller of Insurance,
 Government of the People's Republic of Bangladesh,
 Dhaka.

Dear Sir,

I request that my renewable licence mentioned above may be renewed for a further period of three years. The requisite particulars are given below, namely :—

1. (i) Name (BLOCK LETTERS) :
 - (ii) Father's name/Husband's name :
 - (iii) Date of birth :
 - (iv) Age on the date of application :
 - (v) Residential Address :
 - (vi) Permanent Address :
 - (vii) Educational Qualification :
 (Photo copy of certificate to be duly attested by any First class gazetted Officer).
 - (viii) Nationality :
 - (ix) Religion :
- *2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declaration given below are true and that the renewable licence for which I hereby apply shall be used only by myself for soliciting or procuring life insurance business.
4. I also declare I don't suffer from any of the disqualifications mentioned in sub-section (12) of section 42 of the Act.

Yours faithfully,
 Specimen Signatures

Dated :

Space for stamps

* This will come into force from 1st January, 1995.

FORM-VIII

(See rule 19)

APPLICATION FOR RENEWAL OF A GENERAL LICENCE

GENERAL LICENCE NO.....
 DATE OF ISSUE
 DATE OF EXPIRY

To
 The Controller of Insurance,
 Government of the People's Republic of Bangladesh,
 Dhaka.

Dear Sir,

I request that my general licence mentioned above may be renewed for a further period of three years. The requisite particulars are given below, namely :—

1. (i) Name (BLOCK LETTERS) :
- (ii) Father's name/Husband's name :
- (iii) Date of birth :
- (iv) Age on the date of application :
- (v) Residential Address :
- (vi) Permanent Address :
- (vii) Educational Qualification :
 (Photo copy of certificate to be duly attested by any First class gazetted Officer).
- (viii) Nationality :
- (xi) Religion :
- *2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declaration given below are true and that licence for which I hereby apply shall be used only by myself for soliciting or procuring general insurance business.
4. I also declare that I don't suffer from any of the disqualifications mentioned in sub-section (12) of section 42 of the Act.

Yours faithfully,
 Specimen Signatures

Dated :

Space for Stamps

* This will come into force from 1st January, 1995.

FORM-IX

[See rule 20(2)]

APPLICATION FOR TEMPORARY CERTIFICATE OF EMPLOYER OF AGENTS OF LIFE INSURANCE

To

The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.

Dear Sir,

I request that a temporary certificate may be granted to me for a period of two years. The requisite particulars are given below, namely:—

1. (i) Name (BLOCK LETTERS) :
 - (ii) Father's/Husband's name :
 - (iii) Date of birth :
 - (iv) Age on the date of application :
 - (v) Residential Address :
 - (vi) Permanent Address :
 - (vii) Educational Qualification :
(Photo copy of certificate to be duly attested by any First class gazetted Officer).
 - (viii) Nationality :
 - (ix) Religion :
 - (x) For proving the last seven years work as a insurance agent for life, give the followings particulars:—
 - (a) Licence No.
 - (b) Date of expiry :
 - (c) Certificate(s) from the concerned insurers regarding volume of business and percentage of the persistence as required under Rule 26.
- *2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declarations given below are true and that the temporary certificate for which I hereby apply shall be used only by myself for soliciting or procuring life insurance business.
4. I also declare that I don't suffer from any of the disqualifications mentioned in sub-section (10) of section 42A of the Act.

Yours faithfully,
Specimen Signatures

Dated :

| |
|------------------|
| Space for Stamps |
|------------------|

FORM-IXA

(See rule 21)

**APPLICATION FOR RENEWABLE CERTIFICATE OF EMPLOYER OF
AGENT OF LIFE INSURANCE**

CERTIFICATE NO.....

DATE OF ISSUE

DATE OF EXPIRY

To
The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.

Dear Sir,

I request that my renewable certificate mentioned above may be renewed for a further period of three years. The requisite particulars are given below, namely :—

1. (i) Name (BLOCK LETTERS) :
- (ii) Father's/Husband's name :
- (iii) Date of birth :
- (iv) Age on the date of application :
- (v) Residential Address :
- (vi) Permanent Address :
- (vii) Educational Qualification :
- (Photo copy of certificate to be duly attested by any First class gazetted Officer).
- (viii) Nationality :
- (ix) Religion :
- (x) Have you passed the examination under rule 20, if yes—
(a) Photo copy of the certificate, mark-sheets and other relevant papers in connection with this examination to be duly attested from any first class gazetted Officer.
- *2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declaration given below are true and that the temporary certificate for which I hereby apply shall be used only by myself soliciting or procuring life insurance business.
4. I also declare that I don't suffer from any of the disqualifications mentioned in sub-section (10) of section 42A of the Act.

Yours faithfully,
Specimen Signatures

Dated :

Space for stamps

* This will come into force from 1st January, 1995.

FORM-IXB

(See rule 21A)

**APPLICATION FOR CERTIFICATE OF EMPLOYER OF AGENTS OF
GENERAL INSURANCE.**

RENEWABLE CERTIFICATE NO.....

DATE OF ISSUE

DATE OF EXPIRY

To

The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.

Dear Sir,

I request that my certificate mentioned above may be renewed for a further period of one year. The requisite particulars are given below, namely:—

1. (i) Name (BLOCK LETTERS) :
 - (ii) Father's/Husband's name :
 - (iii) Date of birth :
 - (iv) Age on the date of application :
 - (v) Residential Address :
 - (vi) Permanent Address :
 - (vii) Educational Qualification :
 - (Photo copy of certificate to be duly attested by any First class gazetted Officer).
 - (viii) Nationality :
 - (ix) Religion :
- *2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declaration given below are true and that the certificate for which I hereby apply shall be used only by myself for soliciting or procuring General Insurance business.
4. I also declare that I don't suffer from any of the disqualifications mentioned in sub-section (10) of section 42A of the Act.

Yours faithfully,
Specimen Signatures

Dated :

Space for Stamps

* This will come into force from 1st January, 1995.

Not Transferable

FOFM-X

[See rule 21C(a)]

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

DEPARTMENT OF INSURANCE

(MONOGRAM)

TEMPORARY CERTIFICATE NO(LIFE)

**TEMPORARY CERTIFICATE OF EMPLOYER OF AGENTS OF LIFE
INSURANCE**

Mr./Mrs./MissS/o. W/o. D/o.....
.....Village.....
Post Office Thana
District..... is hereby authorised to act as an
employer of agents in respect of life insurance business for two years from
..... To
Dhaka, dated the day of.....199..

Signature of
Controller of Insurance
or
Authorised Officer in this behalf.

* Photo and specimen
Signature of the Applicant.

* This will come into force from 1st January, 1995.

FOFM-XI

[See rule 21C(b)]

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH**DEPARTMENT OF INSURANCE**

(MONOGRAM)

RENEWABLE CERTIFICATE NO (LIFE)

**RENEWABLE CERTIFICATE OF EMPLOYER OF AGENTS OF LIFE
INSURANCE**

Mr./Mrs./Miss S/o. W/o. D/o.....

..... Village.....

Post Office Thana

District..... is hereby authorised to act as an

employer of agents in respect of life insurance business for three years from

..... To

Dhaka, dated the day of..... 199..

Signature of
Controller of Insurance

or

Authorised Officer in this behalf.

* Photo and specimen
Signature of the Applicant.

* This will come into force from 1st January, 1995.

Not Transferable

FOFM-XII

[See rule 21C(c)]

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
DEPARTMENT OF INSURANCE

(MONOGRAM)

CERTIFICATE OF EMPLOYER OF AGENTS OF GENERAL INSURANCE

Mr./Mrs./Miss S/o. W/o. D/o.....
..... Village.....
Post Office Thana.....
District..... is hereby authorised to act as an
employer of Agents in respect of General Insurance business for one year from
..... To
Dhaka, dated the day of 199..

Signature of
Controller of Insurance
or
Authorised Officer in this behalf.

* Photo and specimen
Signature of the Applicant.

* This will come into force from 1st January, 1995.

FORM-XIII

(See rule 22)

APPLICATION FOR RENEWAL OF A RENEWABLE CERTIFICATE OF
EMPLOYER OF AGENTS OF LIFE INSURANCE

RENEWABLE CERTIFICATE NO.....

DATE OF ISSUE

DATE OF EXPIRY

To

The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.

Dear Sir,

I request that my renewable certificate mentioned above may be renewed for a further period of three years. The requisite particulars are given below, namely :—

1. (i) Name (BLOCK LETTERS) :
- (ii) Father's/Husband's name :
- (iii) Date of birth :
- (iv) Age on the date of application :
- (v) Residential Address :
- (vi) Permanent Address :
- (vii) Educational Qualification :
- (Photo copy of certificate to be duly attested by any First Class Gazetted Officer).
- (viii) Nationality :
- (ix) Religion :
- *2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declaration given below are true and that the temporary certificate for which I hereby apply shall be used only by myself for soliciting or procuring life insurance business.
4. I also declare that I don't suffer from any of the disqualifications mentioned in sub-section (10) of section 42A of the Act.

Yours faithfully,
Specimen Signatures

Dated :

Space for stamps

* This will come into force from 1st January, 1995.

FORM-XIII

(See rule 22)

**APPLICATION FOR RENEWAL OF CERTIFICATE OF EMPLOYER
OF AGENTS OF GENERAL**

GENERAL CERTIFICATE NO.

DATE OF ISSUE

DATE OF EXPIRY

To

The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.

Dear Sir,

I request that my general certificate mentioned above may be renewed for a further period of three years. The requisite particulars are given below, namely :—

1. (i) Name (BLOCK LETTERS) :
- (ii) Father's/Husband's name :
- (iii) Date of birth :
- (iv) Age on the date of application :
- (v) Residential Address :
- (vi) Permanent Address :
- (vii) Educational Qualification :
(Photo copy of certificate to be duly attested by any First Class Gazetted Officer).
- (viii) Nationality :
- (ix) Religion :
- *2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declaration given below are true and that the temporary certificate for which I hereby apply shall be used only by myself for soliciting or procuring General Insurance business.
4. I also declare that I don't suffer from any of the ~~disqualifications~~ mentioned in sub-section (10) of section 42A of the Act.

Yours faithfully,
Specimen Signatures

Dated :

Space for Stamps

* This will come into force from 1st January, 1995.

FORM-XIV

[See rule 26(1)]

**APPLICATION FOR A CERTIFICATE TO ACT AS AN INSURANCE
SURVEYOR (FOR INDIVIDUALS ONLY)**

To
The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.

Dear Sir,

I request that a certificate to act as an insurance surveyor may be granted to me for a period of one year. The requisite particulars are given below, namely :—

1. (i) Name (BLOCK LETTERS) :
- (ii) Father's/Husband's name :
- (iii) Date of birth :
- (iv) Age on the date of application :
- (v) Residential Address :
- (vi) Permanent Address :
- (vii) Educational Qualification :
(Photo copy of certificate to be duly attested by any First Class
Gazetted Officer).
- (viii) Nationality :
- (ix) Religion :
- (x) Are you—
 - (a) An employee of an insurer or an insurance agent or an employer of agent. If so, give full particulars.
 - (b) A Government servant or an employee of any corporation, company, firm or organisation. If so, give full particulars.

(c) Associated with any company or firm or organisation as director, partner or advisor on the whole time basis.

(xi) State the class of survey for which you require a certificate.

(xii) Do you possess the experience mentioned under clause (a)(i) of sub-rule (1) of rule 25.

- *2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declaration given below are true and that the certificate for which I hereby apply shall be used only by myself for conducting insurance survey in the above mentioned class.
4. I also declare that I don't suffer from any of the disqualifications mentioned in sub-section (10) of section 42A of the Act.

Yours faithfully,
Specimen Signatures

Dated :

Space for stamps

* This will come into force from 1st January, 1995.

FORM-XV

[See rule 26(1)]

**APPLICATION FOR A CERTIFICATE TO ACT AS AN INSURANCE
SURVEYORS (FOR COMPANIES AND FIRMS ONLY)**

To

The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.

Dear Sir,

It is requested that a certificate to act as an insurance surveyor may be granted to our Company, Firm for a period of one year. The requisite particulars are given below, namely :—

1. (i) Name of the Applicant :
(IN BLOCK LETTERS)
- (ii) Address :
- (iii) Names and Present & permanent address qualification and experience of all the sponsors, directors, partners and surveyors :
- (iv) Give the name, qualification and experience of surveyor who will actually conduct survey of the person or persons who would actually do the survey. :
- (v) Does the person or any of the persons mentioned against (iii) and (iv) above possess the qualification and experience of insurance survey laid down in Rule 25. If so, please attach documents in support thereof. :
- (vi) Did your Firm/Company ever apply for a certificate before? If so, state—
 - (a) Whether the certificate was granted. In that case, the No. and date of the expiry of the last certificate should be stated.

(b) Whether the certificate was refused.
In that case, the No. and date of the letter conveying refusal of certificate should be stated.

(c) Whether the certificate was granted but subsequently cancelled. In that case, the No. and date of the letter conveying cancellation of certificate should be stated.

(vii) State the class of survey for which you require a certificate :

(viii) Have you ever held a certificate to act as an employer of agents? If so, state the No. and date of expiry of the certificates held. :

2. It is hereby declared that the particulars given above and the declarations given below are true and that the certificate for which our Company/Firm apply shall be used only by our Company/Firm for causing insurance surveyors to be done.
3. It is also declared that no sponsor, director, partner or employee of our firm/Company suffer from any of the disqualification mentioned in sub-section (10) of section 42A of the Act.

Yours faithfully,
Specimen Signatures
of the applicant,

Dated :

Space for stamps

FORM-XVI

[See rule 29(1)]

**APPLICATION FOR RENEWAL OF CERTIFICATE TO ACT AS AN
INSURANCE SURVEYOR (FOR INDIVIDUALS ONLY)**

To

The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.

Dear Sir,

I request that a certificate to act as an insurance surveyor may be granted to me for a period of one year. The requisite particulars are given below namely :—

1. (i) Name (BLOCK LETTERS) :
- (ii) Father's/Husband's name
- (iii) Date of birth :
- (iv) Age on the date of application :
- (v) Residential Address :
- (vi) Permanent Address :
- (vii) Educational Qualification :
(Photo copy of certificate to be duly attested by any First Class
Gazetted Officer).
- (viii) Nationality :
- (ix) Religion :
- (x) Are you—
 - (a) An employee of an insurer or an insurance agent or an employer of agent. If so, give full particulars.
 - (b) A Government servant or an employee of any corporation, company, firm or organisation. If so, give full particulars.
 - (c) Associated with any company or firm or organisation as director, partner or advisor on the whole time basis.

- (xi) State the class of survey for which you require a certificate.
- (xii) Do you possess the experience mentioned under clause (a)(i) of sub- rule (1) of rule 25.
- (xiii) Please attached the following:—
- (a) Statement of survey reports (class-wise) issued by an insurance surveyor during the previous one year ;
 - (b) Such list of employees as may be required by the Controller of Insurance ;
 - (c) Income and expenditure statement for the previous calendar year duly signed by the surveyor or the Managing Partner or the Managing Director, as the case may be.
2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. I hereby declare that the particulars given above and declaration given below are true and that the certificate for which I hereby apply shall be used only by myself for conducting insurance survey in the above-mentioned class.
4. I also declare that I don't suffer from any of the disqualifications mentioned in sub-section (10) of section 42A of the Act.

Yours faithfully,
Specimen Signatures

Dated :

Space for Stamps

FORM-XVII

[See rule 27(1)]

APPLICATION FOR RENEWAL OF CERTIFICATE TO ACT AS AN INSURANCE (FOR COMPANIES AND FIRMS ONLY)

To
The Controller of Insurance,
Government of the People's Republic of Bangladesh,
Dhaka.

Dear Sir,

I request that a certificate to act as an insurance surveyor may be granted to me for a period of one year. The requisite particulars are given below namely :—

1. (i) Name (BLOCK LETTERS) :
- (ii) Father's/Husband's name
- (iii) Date of birth :
- (iv) Age on the date of application :
- (v) Residential Address :
- (vi) Permanent Address :
- (vii) Educational Qualification :
(Photo copy of certificate to be duly attested by any First Class Gazetted Officer).
- (viii) Nationality :
- (ix) Religion :
- (x) Are you—
 - (a) An employee of an insurer or an insurance agent or an employer of agent. If so, give full particulars.
 - (b) A Government servant or an employee of any corporation, company, firm or organisation. If so, give full particulars.
 - (c) Associated with any company or firm or organisation as director, partner or advisor on the whole time basis.

- (xi) State the class of survey for which you require a certificate.
- (xii) Do you possess the experience mentioned under clause (a)(i) of sub-rule (1) of rule 25.
- (xiii) Please attached the following: —
- Statement of survey reports (class-wise) issued by an insurance surveyor during the previous one year;
 - Such list of employees as may be required by the Controller of Insurance;
 - Income and expenditure statement for the previous calendar year duly signed by the surveyor or the Managing Partner or the Managing Director, as the case may be.
2. Two passport size recent photos (duly attested by any First Class Gazetted Officer).
3. It is hereby declare that the particulars gives above and declaration given below are true and that the certificate for which I hereby apply shall be used only by myself for conducting insurance survey in the above-mentioned class.
4. It is also declare that I don't suffer from any of the disqualifications mentioned in sub-section (10) of section 42A of the Act.

Yours faithfully,
Specimen Signatures

Dated :

Space for stamps

FORM-XVIII

See rule 26 (4) and 27(8)

**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
DEPARTMENT OF INSURANCE**

(MONOGRAM)

CERTIFICATE TO ACT AS AN INSURANCE SURVEYOR

NO

Mr/Mrs/Miss/Messers :
of
is/are hereby authorised to act as an Insurance Surveyor for a period of one
year from.....to.....to conduct
insurance survey in respect of.....Signature of the
Controller of Insurance
or
Authorised OfficerDhaka, dated the.....day of.....199..
Signature of Certificate holder."রাষ্ট্রপতির আদেশক্রমে
এ, এইচ মোফাজ্জল করিম
সচিব।