



RURAL BANKERS RESEARCH AND DEVELOPMENT FOUNDATION, INC.

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Basic Microinsurance Training Course

Date: November 19-20, 2014 (Wednesday-
Thursday)

Venue: RBAP Conference Hall, Intramuros, Manila

Time: 8:00am to 5:00pm

Course Description:

This training aims to enhance the capacity of rural banks to serve as effective access points for microinsurance services for its low-income clients. It is also designed to ensure bank compliance with the following regulations:

- BSP Circular 683-2010: Marketing, Sale and Servicing of Microinsurance Products
- Joint IC-CDA-SEC Memo Circular 1-2010: Defining Government's Policy on Informal Microinsurance Services
- Insurance Commission Memo Circular 1-2010: Regulations for the Provision of Microinsurance Products and Services (i.e. Institutional MI Agents)

Seminar Fee:

1. **Early bird** – Php 3,600 (on or before October 31, 2014)

2. **Regular Rate** – Php 3,800

3. **Non-Member of RBAP** – Php 4,560

Mode of Payment

- ✓ Bank account (***LBP – Intramuros Branch Savings Account Number 0012-1046-26.***)
- ✓ Proof of payment fax to (02) 527-2980.
- ✓ Check payments, should be payable to (RBRDFI).

* Deadline for submission of registration is not later than **November 14, 2014.**

Training Policies:

1. Reserve your training slot with RBAP-RBRDFI. Once reservation is confirmed by RBAP-RBRDFI, you may deposit the Registration Fees, book ticket (airline) and accommodation.

Once training is FULL, RBAP-RBRDFI has the right to refuse participation or reimbursement on any damage brought by unconfirmed reservations.

2. Reservation via telephone is accepted. However, nomination forms and registration fees must be settled 10 days prior the seminar. Otherwise, reservation is considered cancelled.
3. Cancellation Policy: - This will apply to non-subsidized training fee.
 - a. 10 days prior the seminar date is entitled for a full refund. *Regular Rate only
 - b. 3 days prior to the seminar date is entitled for a half refund * Regular Rate only
 - c. Participants who have paid but failed to show up for the seminar will only be entitled to a rebate of 50% of the total registration fee. (Regular Rate only)
 - d. For special cases (health, accident etc.), kindly coordinate with RBRDFI staff for refund procedures and requirements.

Seminar Methodologies:

Cases, Small and Big Group Discussions, Business Games, Lectures

Expected Participants:

Bank Heads/Managers, Compliance Officers, Marketing Staff/Officers, Business Development Officers, Microfinance Supervisors, Loans Officers/Supervisors, Account Officers

**** We wish to reiterate the value of assigning two (2) or more participants from each bank, one of whom should be a permanent staff, able to serve as microinsurance soliciting officer or point person of his/her respective bank.***



Microinsurance

Basic Training Course

Objectives

Participants should be able to ...

1. Identify the basic concepts and principles of insurance and microinsurance
2. Outline important standards and practices for effective microinsurance marketing and servicing
3. Define the microinsurance policy and regulations relevant to compliance by rural banks
4. Develop an action plan that would ensure microinsurance regulatory compliance by their bank and respective institution

RBAP Conference Hall,
Intramuros, Manila
November 19–20, 2014

Training Agenda

Day 1 (Wednesday)

8:00 – 8:30	Registration
8:30 – 8:45	Introduction & Clarification of Agenda
8:45 – 9:00	Brief Diagnostic Quiz
9:00 – 12:00	Module 1 – Microinsurance Basics (Part A) <ul style="list-style-type: none"> ➤ Financial risks experienced by low-income households ➤ Household Risk Coping Mechanisms <ul style="list-style-type: none"> ○ Credit, Savings and Insurance: How are they different? ➤ Fundamentals of Insurance and Microinsurance <ul style="list-style-type: none"> ○ Key Principles & Concepts of Insurance ○ Insurable Events ○ Target Clients of Microinsurance ○ Individual vs. Group insurance ○ Types of Insurance Products ○ Key Microinsurance Products
1:00 – 5:00	Module 1 – Microinsurance Basics (Part B) <ul style="list-style-type: none"> ➤ Differences and Similarities of Conventional Insurance & Microinsurance ➤ Risks in Providing Microinsurance
5:00 – 5:30	Review of Learnings

Day 2 (Thursday)

8:30 – 9:00	Recap and Review of agenda for Day 2
9:00 – 11:00	Module 2 – Microinsurance in the Philippines <ul style="list-style-type: none"> ➤ Roadmap of Microinsurance Service Enhancement ➤ Microinsurance Regulations: Ensuring regulatory compliance by rural banks ➤ Duties and responsibilities of Insurance companies and Agents ➤ Ethical Standards of Practice & Possible grounds for License Revocation
11:00 – 12:00	Activity: Developing an Action Plan towards MI regulatory compliance
1:00 – 3:00	Module 3 – Effective Marketing of Microinsurance <ul style="list-style-type: none"> ➤ Addressing common misconceptions about insurance ➤ Compulsory versus Voluntary MI ➤ Developing an effective feedbacking system to ensure client appreciation ➤ Ensuring service quality and consumer protection
3:00 – 3:30	Post-training review
3:30 – 4:30	Written exam
4:30 – 5:00	Presentation of Certificates of Completion

Ghay Mapano

Microinsurance Project Coordinator

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RURAL BANKERS RESEARCH AND DEVELOPMENT FOUNDATION, INC.

CONFIRMATION SHEET

- I. Course Title: **26th Basic Microinsurance Training Course**
Venue: RBAP Conference Hall, Intramuros, Manila
Schedule: November 19-20, 2014, 8:00 am – 5:00 pm

(To be completed by the Head of Institution or Authorized Representative)

Name of Institution: _____

Address: _____

Phone no/s: _____

Facsimile no/s: _____

E-mail Address: _____

We are sending the following participants:

NAME (Please include Middle Initial)	DESIGNATION	NICKNAME
1.		
2.		
3.		
4.		
5.		

Printed Name and Signature

Date

- Payments can be remitted to **Rural Bankers Research and Development Foundation, Inc. (Land Bank of the Philippines – Intramuros Branch Savings Account Number 0012-1046-26)**. Payments may also be remitted via **G-cash no. (0917) 870-2550**.
- Proof of payment: to be submitted via facsimile no. (02) 527-2980 for verification. Please indicate the name of your bank and the training that you are attending.