



RURAL BANKERS RESEARCH AND DEVELOPMENT FOUNDATION, INC.

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Basic Microinsurance Training **Course**

Date: June 22-23, 2015 (Monday-Tuesday)

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 June 5, 2015)

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 **June 19, 2015**.

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. Define the microinsurance policy and regulations
3. Outline important standards and practices for effective microinsurance marketing and servicing
4. Develop an action plan that would ensure microinsurance regulatory compliance by their respective institution

June 22-23, 2015
RBAP Conference Hall,
Intramuros, Manila

Training Agenda

Day 1 (Monday)

| | |
|--------------|---|
| 8:00 – 8:30 | Registration |
| 8:30 – 9:00 | Introduction & Clarification of Agenda |
| 9:00 – 12:00 | Module 1 – Microinsurance Basics (Part A) <ul style="list-style-type: none">➤ Definition and Target Market➤ 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 |
| 1:00 – 5:00 | Module 1 – Microinsurance Basics (Part B) <ul style="list-style-type: none">➤ Types of Insurance Products and Common Riders➤ Characteristics of a Good Microinsurance Products➤ Differences and Similarities of Conventional Insurance & Microinsurance➤ Risks in Providing Microinsurance➤ Key Performance Indicators |

Day 2 (Tuesday)

| | |
|---------------|---|
| 8:30 – 9:00 | Review: Module 1 |
| 9:00 – 11:00 | Module 2 – Microinsurance in the Philippines <ul style="list-style-type: none">➤ Roadmap of Microinsurance Service Enhancement➤ Microinsurance Regulations in the Philippines➤ Managing Microinsurance Disputes➤ Duties and responsibilities of Insurance companies and Agents |
| 11:00 – 12:00 | Choosing the Right Partner |
| 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➤ Ethical Standards of Practice & Possible grounds for License Revocation |
| 3:00 – 3:30 | Developing an Action Plan for Microinsurance |
| 3:30 – 4:30 | Qualifying 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: **Basic Microinsurance Training Course**
Venue: RBAP Conference Hall, Intramuros, Manila
Schedule: June 22-23, 2015 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.