

Intermediate

# UNDERWRITING OF GROUP EMPLOYEE BENEFITS INSURANCE

**REGISTER NOW**

**Opening Registration  
Date: 1 June 2022**

**Closing Registration  
Date: 8 August 2022**

**Venue: Parkroyal Collection Marina Bay, Singapore**

**Date (s): 15 & 16 Aug 2022**

**Time 9.00am to 5.00pm**

**CPD Hours: 14**

## PROGRAMME HIGHLIGHTS

This two-day programme aims to provide participants with a firm foundation to underwrite Group Employee Benefits Insurance. It also aims to enable marketing personnel, brokers and other intermediaries to be more effective in developing and retaining their employee benefits prospects by rendering them the appropriate technical advice. Employers will also find this programme useful in enhancing their understanding of Employee Benefits Insurance.

## FOR WHOM

- Underwriters, Sales Personnels, Business Development and Marketing Executives who are handling Employee Benefits Insurance.
- All Life and/or General Insurance Intermediaries and Company Staff Members who are involved in advising and / or selling Employee Benefits Insurance.
- Human Resource Executives using Employee Benefits Insurance to cater to the needs for their employees as well as their dependants.

## PROGRAMME LEADER

**Mr Manu Tandon**

## KEY LEARNING OUTCOMES

By the end of the workshop, participants will be able to:

- Know the environment, benefit design, marketing, plan design, plan administration and renewal processes applicable to Employee Benefits Insurance.
- Understand the detailed coverage and provisions of the various types of Employee Benefits Insurance.
- Understand the key underwriting considerations in Employee Benefits Insurance.
- Know the regulations governing the marketing and sales of Employee Benefits Insurance.
- Understand the need for and benefits arising from Multi-national Pooling arrangements.
- Know the availability of voluntary and flexi-benefit/cafeteria employee benefits plans.



## PROGRAMME OUTLINE

### Group Employee Benefits Insurance Environment In Singapore

- The Market
- Products
- Insurers
- Distribution Channels

### Regulations Governing The Marketing And Sales Of Group Employee Benefits Insurance

- Notice No: MAS 120 – Disclosure And Advisory Process Requirements For Accident And Health Insurance Products
- LIA And GIA Guidelines On Needs Based Sales Process
- For Group Life And Health
- Insurance Products
- Group Insurance Fact- Finding Form (GIFF)

### General Provisions In Group Employee Benefits Insurance

- Common Contract Issues
- Takeover Terms
- Common Policy Terms And Conditions
- Short term priced business

### Benefit Design, Coverage, Placement, Underwriting, Administration And Renewal Processes In Respect Of:

- Group Term Life Insurance
- Group Critical Illness Insurance
- Group Hospital & Surgical Insurance
- Group Personal Accident Insurance
- Group Long Term Disability Income Insurance

### Other Group Medical Insurance Plans

- Group Outpatient Specialist Consultation
- Group Outpatient General Practitioner (GP) Consultation
- Group Dental Care
- Group Major Medical/Catastrophe Illness
- Group Maternity

### Multi-national Pooling

- Definition
- Pooling Networks/Partners
- Benefits Of Pooling
- Administration

### Voluntary And Flexi-Benefit/Cafeteria Employee Benefits Plans

- Voluntary Plans
- Flexi-Benefits
- Cafeteria Schemes

### Case Studies



## PROGRAMME FEES

Full Course Fee (before GST): S\$759.00

Net Course Fee #: S\$129.03 (incl. of 7% GST and after 90% grant) for all Singapore Citizens aged 40 years old and above

Net Course Fee #: S\$432.63 (incl. of 7% GST and after 50% grant) for Singapore Citizens below 40 years old and all Singapore Permanent Residents

## ADMINISTRATIVE DETAILS

### LETTER OF UNDERTAKING

The Financial Institution who sponsored their staff or agents for the course will need to sign a Letter of Undertaking with the SCI before the registration can be confirmed. In the event that the sponsored participant drops out halfway through the course or did not fulfil the course requirements, SCI will take steps to claw back the course fee subsidy by issuing an invoice to the respective Financial Institution. The Financial Institution will need to make payment to SCI within 7 business days from the date of invoice.

### CLAWBACK CONTRACT

Participants who register and pay on their own, are required to submit a letter from their company CEO or HR stating that the Financial Institution is supportive of them in attending the course. SCI will then initiate a Clawback Contract for the participant to sign and return to the SCI. In the event that the participant drops out halfway through the course or did not fulfil the course requirements, SCI will take steps to claw back the course fee funding by issuing an invoice to the respective participant. The participant will need to make payment to SCI within 7 business days from the date of invoice.

### ELIGIBLE PARTICIPANTS #:

Singapore Citizens or Singapore Permanent Residents, physically based in Singapore, sponsored by Financial Institutions (FI):

- Licensed representatives such as insurance agents, financial advisers, and remisers supported by FI principal; or
- General insurance (GI) agents registered with the General Insurance Association's (GIA) Agents' Registration Board.

Other self-sponsored individuals are not eligible for course fee subsidies under the Financial Training Scheme ("FTS").

**For enquiries, please email [talk2us@scidomain.org.sg](mailto:talk2us@scidomain.org.sg)**

