

12 August 2024

Our Ref: EFD/CPD/CIR

By email only

To: Chief Executives of all authorized insurers, Responsible Officers of all licensed insurance agencies and licensed insurance brokers companies

Dear Sir/Madam,

Launch of “CPD Non-Compliance Reporting” Platform (with e-Payment function) on Insurance Intermediaries Connect

We have today launched the “CPD Non-Compliance Reporting” Platform (with e-Payment function) on the Insurance Intermediaries Connect (“IIC”) which serves as a medium for Principals (including authorized insurers, licensed insurance broker companies and licensed insurance agencies) to report and process any non-compliance of the CPD requirements for the CPD Assessment Period ending on 31 July 2024 (and onwards) committed by their appointed individual licensees, or individual licensees the Principal are intending to recruit, who have agreed to be disciplined in line with the Penalty Framework for Non-compliance with Continuing Professional Development Requirements issued by the IA by entering into an agreement pursuant to Section 84 of the Insurance Ordinance (Cap. 41)¹ (“Section 84 Agreement”).

The “CPD Non-Compliance Reporting” Platform on IIC automates the manual process of reporting any non-compliance of the CPD requirements and generating Section 84 Agreements that were stipulated in our circular dated 14 November 2023. The platform also allows for pecuniary fines to be settled electronically via different payment methods expediting the disciplinary process and enables individual licensees to monitor the progress of the disciplinary process.

We have uploaded a [User Guide](#) onto the IA website which provides information on how to use the “CPD Non-Compliance Reporting” Platform and the e-Payment on IIC. A Demonstration Video will also be uploaded on the IA website this month.

We ask Principals to disseminate this circular to your appointed individual licensees to ensure they are made aware of the “CPD Non-Compliance Reporting” Platform on IIC.

¹ In reference to the Revision to the Interpretation Note relating to the Guideline on Continuing Professional Development for licensed Insurance Intermediaries (GL24) published in the Circular dated 14 November 2023

Should you have any enquiries on the above, please contact us by email at cpd-dis@ia.org.hk.

Yours faithfully,

Maria Tsui
Head of Enforcement
Insurance Authority

c.c. The Hong Kong Federation of Insurers
Professional Insurance Brokers Association
The Hong Kong Confederation of Insurance Brokers