

Candidates are recommended to study the 2013 Edition of the Study Notes for examinations to be held from 15 October 2013 onwards.

Insurance Intermediaries Qualifying Examination – Paper I
Syllabus for Principles and Practice of Insurance Examination

I. RISK AND INSURANCE

- i. Concept of Risk
 - A. Meaning of Risk
 - B. Classification of Risk
 - C. Risk Management
- ii. Functions and Benefits of Insurance

II. LEGAL PRINCIPLES

- i. The Law of Contract
 - A. Definition
 - B. Types of Contracts
 - C. Elements or Essentials of a Contract
- ii. The Law of Agency
 - A. Definition
 - B. How Agency Arises
 - C. Authority of Agents
 - D. Duties Owed by Agent to Principal
 - E. Duties Owed by Principal to Agent
 - F. Termination of Agency

III. PRINCIPLES OF INSURANCE

- i. Insurable Interest
- ii. Utmost Good Faith
- iii. Proximate Cause
- iv. Indemnity
- v. Contribution
- vi. Subrogation

IV. CORE FUNCTIONS OF AN INSURANCE COMPANY

- i. Product Development
- ii. Customer Servicing
- iii. Marketing and Promotion
- iv. Insurance Sales
- v. Underwriting

- vi. Policy Administration
- vii. Claims
- viii. Reinsurance
- ix. Actuarial Support
- x. Accounting and Investment
- xi. Training and Development

V. STRUCTURE OF HONG KONG INSURANCE INDUSTRY

- i. Types of Insurance Business
- ii. Size of Industry
- iii. Insurance Companies
- iv. Insurance Intermediaries
- v. Market Associations/Insurance Trade Organisations

VI. REGULATORY FRAMEWORK OF INSURANCE INDUSTRY

- i. Regulation of Insurance Companies in Hong Kong
 - A. Insurance Companies Ordinance ('ICO')
 - B. Code of Conduct for Insurers
 - C. Guidelines on Complaint Handling
 - D. Insurance Claims Complaints Bureau ('ICCB')
- ii. Regulation of Insurance Intermediaries in Hong Kong
 - A. Roles and Responsibilities of Insurance Agents and Brokers
 - B. The Code of Practice for the Administration of Insurance Agents
 - C. Minimum Requirements Specified for Insurance Brokers

VII. ETHICAL AND OTHER RELATED ISSUES

- i. Insurance Intermediaries' Duties to Policyholders
- ii. Protection of Personal Data
- iii. Issues Regarding Equal Opportunity
- iv. Prevention of Money Laundering and Terrorist Financing
- v. Prevention of Corruption
- vi. Prevention of Insurance Fraud
