

CONF/INS/00/001/03

18TH JULY 2022

CIRCULAR NO. ISP 05/2022

CIRCULAR TO: CLAIMS SETTLING AGENTS, INSURANCE SURVEYORS, LOSS ADJUSTERS, MOTOR ASSESSORS, INSURANCE INVESTIGATORS AND RISK MANAGERS.

APPLICATIONS FOR RENEWAL OF REGISTRATION FOR THE YEAR 2022

Pursuant to the provisions of Section 3A (1C) and 188 (2) of the Insurance Act, CAP 487, Bancassurance Intermediaries are required to apply for licensing to conduct insurance business for the year 2023, on or before **30th September, 2022.**

Applications for renewal of registration for the year ending 31st December, 2023 shall be made through the Electronic Regulatory System (ERS). The user manual to guide on the application process may be downloaded from the documents tab in the ERS portal.

Please submit a duly completed application accompanied with the required documents together with proof of payment of the registration fee of KES. 3,000.

Where the application is submitted late or rejected on the basis of incompleteness or inconsistencies and is resubmitted after the deadline, a penalty of KES. 3,000 shall be paid in addition to the registration fee.

Payments shall be made through one of the following:

(i) Bank deposit or direct funds transfers through:-

Bank	:	NCBA Bank
Account Name	:	Insurance Regulatory Authority
Account Number	:	8189570014
Branch	:	Upper Hill

Branch Code : **001**
Bank Code : **07**
Swift Code : **CBAFKENX**


The deposit slip shall be scanned and submitted together with the application as an attachment.

(ii) M-pesa Paybill

Paybill No. 830300

Account number – use your IRA registration number e.g. IRA/XXX/2023.

Please attach a scanned copy of the Mpesa transaction reference details at the application attachments section of the ERS Portal.



GODFREY K. KIPTUM

COMMISSIONER OF INSURANCE & CHIEF EXECUTIVE OFFICER