



LABUAN FINANCIAL SERVICES AUTHORITY
(LEMBAGA PERKHIDMATAN KEWANGAN LABUAN)

118/2011/LIIA

1 March 2011

Chairman

Labuan International Insurance Association
c/o Brighton Management Limited
Brighton Place, Ground Floor. Shop Lot No.:U0125
Jalan Bahasa, P.O. Box 80431
87014 Labuan F.T.

(Fax no.: 426 652) & by hand

Dear Sir/Madam,

LIVE IMPLEMENTATION OF STATISTICAL MANAGEMENT SYSTEM (SMS)

First of all, we would like to express our appreciation for your participation in the SMS parallel run for the past few months. We noted all the views and issues addressed by the system user during the parallel submission period. In view of this, all the concerns will be taken into consideration and be rectified in order to improve the user-friendliness and functionalities of the system.

In this regard, we would like to roll out the live submission phase for insurance industry with effect from 1 April 2011 for the **Reporting Period as at 31 March 2011**. The due date for this submission is 15 April 2011. Therefore, please discontinue the current Insurance Sub program immediately.

We enclosed herewith the Submission Schedule for your reference. The Insurance Guidance Notes have been published in the Labuan Financial Services Authority's website which could be downloaded directly from the following URL address:

[http://www.labuanfsa.gov.my/pdf/insurance guidance notes.zip](http://www.labuanfsa.gov.my/pdf/insurance%20guidance%20notes.zip)

Should you need further clarification and immediate assistance pertaining to the above, please do not hesitate to contact the following personnel:

Matters	Contact Persons	Direct Lines (emails)
Operational	Pn Raini Abd Moin	087-591 341 (raini@labuanfsa.gov.my)
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Thank you once again for your continued support and cooperation. Kindly disseminate the information to your members accordingly.

Yours sincerely,



Sabaruddin Ismail

Director

Corporate Planning & Communication Department

Labuan Financial Services Authority

62/34/1/RAM/NRM

FORMS SUBMISSION SCHEDULE: INSURANCE INDUSTRY

RE Category	Form Template Code	Form Description	Reporting Period	Frequency	Due
General Insurance	G1	Schedule 1 - Investment Income	Period	Quarterly	15-day
	G2	Schedule 2 - Other Income	Period	Quarterly	15-day
	G3	Schedule 3 - Management Expenses	Period	Quarterly	15-day
	G4	Schedule 4 - Other Outgo	Period	Quarterly	15-day
	G5	Schedule 5 - Other Liabilities	As at	Half Yearly	15-day
	G6	Schedule 6 - Other Assets	As at	Half Yearly	15-day
	G7	Schedule 7 - Ageing Schedule	As at	Quarterly	15-day
	GI10a	Statement of Commission - Malaysian	Period	Quarterly	15-day
	GI10b	Statement of Commission - Others	Period	Quarterly	15-day
	GI8a	Statement of Premium - Malaysian	Period	Quarterly	15-day
	GI8b	Statement of Premium - Others	Period	Quarterly	15-day
	GI9a	Statement of Claims - Malaysian	Period	Quarterly	15-day
	GI9b	Statement of Claims - Others	Period	Quarterly	15-day
	GIBS	Balance Sheet	As at	Half Yearly	15-day
General Reinsurance	GIR	Revenue Account	Period	Quarterly	15-day
	PL	Profit and loss account	Period	Half Yearly	15-day
General Reinsurance	G1	Schedule 1 - Investment Income	Period	Quarterly	15-day
	G2	Schedule 2 - Other Income	Period	Quarterly	15-day
	G3	Schedule 3 - Management Expenses	Period	Quarterly	15-day
	G4	Schedule 4 - Other Outgo	Period	Quarterly	15-day
	G5	Schedule 5 - Other Liabilities	As at	Half Yearly	15-day
	G6	Schedule 6 - Other Assets	As at	Half Yearly	15-day
	G7	Schedule 7 - Ageing Schedule	As at	Quarterly	15-day
	GR10a	Statement of Commission - Malaysian	Period	Quarterly	15-day
	GR10b	Statement of Commission - Others	Period	Quarterly	15-day
	GR8a	Statement of Premium - Malaysian	Period	Quarterly	15-day
	GR8b	Statement of Premium - Others	Period	Quarterly	15-day
	GR9a	Statement of Claims - Malaysian	Period	Quarterly	15-day
	GR9b	Statement of Claims - Others	Period	Quarterly	15-day
	GRBS	Balance Sheet	As at	Half Yearly	15-day
Life Insurance	GRR	Revenue Account	Period	Quarterly	15-day
	PL	Profit and loss account	Period	Half Yearly	15-day
Life Insurance	L1	Schedule 1 - Investment Income	Period	Quarterly	15-day
	L2	Schedule 2 - Other Income	Period	Quarterly	15-day
	L3	Schedule 3 - Management Expenses	Period	Quarterly	15-day
	L4	Schedule 4 - Other Outgo	Period	Quarterly	15-day
	L5	Schedule 5 - Other Liabilities	As at	Half Yearly	15-day
	L6	Schedule 6 - Other Assets	As at	Half Yearly	15-day
	LI10a	Schedule 10a - Statement of New Policies - Malaysian	Period	Quarterly	15-day
	LI10b	Schedule 10b - Statement of New Policies - Others	Period	Quarterly	15-day
	LI11a	Schedule 11a - Statement of Terminations, Transfers and Revivals - Malaysian	Period	Quarterly	15-day
	LI11b	Schedule 11b - Statement of Terminations, Transfers and Revivals - Others	Period	Quarterly	15-day
	LI12a	Schedule 12a - Statement of Policies In Force - Malaysian	Period	Quarterly	15-day
	LI12b	Schedule 12b - Statement of Policies In Force - Others	Period	Quarterly	15-day
	LI7a	Schedule 7a - Premium Income - Malaysian	Period	Quarterly	15-day
	LI7b	Schedule 7b - Premium Income - Others	Period	Quarterly	15-day
	LI7c	Schedule 7c - Premium/Net Creation of Units for Investment-Linked Business	Period	Quarterly	15-day
	LI8a	Schedule 8a - Net Policy Benefits - Malaysian	Period	Quarterly	15-day
	LI8b	Schedule 8b - Net Policy Benefits - Others	Period	Quarterly	15-day
	LI9a	Schedule 9a - Net Commission - Malaysian	Period	Quarterly	15-day
	LI9b	Schedule 9b - Net Commission - Others	Period	Quarterly	15-day
	LIBS	Balance Sheet	As at	Half Yearly	15-day
	LIR	Revenue Account	Period	Quarterly	15-day
	PL	Profit and loss account	Period	Half Yearly	15-day

RE Category	Form Template Code	Form Description	Reporting Period	Frequency	Due
Life Reinsurance	L1	Schedule 1 - Investment Income	Period	Quarterly	15-day
	L2	Schedule 2 - Other Income	Period	Quarterly	15-day
	L3	Schedule 3 - Management Expenses	Period	Quarterly	15-day
	L4	Schedule 4 - Other Outgo	Period	Quarterly	15-day
	L5	Schedule 5 - Other Liabilities	As at	Half Yearly	15-day
	L6	Schedule 6 - Other Assets	As at	Half Yearly	15-day
	LR10a	Schedule 10a - Statement of New Policies - Malaysian	Period	Quarterly	15-day
	LR10b	Schedule 10b - Statement of New Policies - Others	Period	Quarterly	15-day
	LR11a	Schedule 11a - Statement of Terminations, Transfers and Revivals - Malaysian	Period	Quarterly	15-day
	LR11b	Schedule 11b - Statement of Terminations, Transfers and Revivals - Others	Period	Quarterly	15-day
	LR12a	Schedule 12a - Statement of Policies In Force - Malaysian	Period	Quarterly	15-day
	LR12b	Schedule 12b - Statement of Policies In Force - Others	Period	Quarterly	15-day
	LR7a	Schedule 7a - Net Premium Income (Malaysian)	Period	Quarterly	15-day
	LR7b	Schedule 7b - Net Premium Income (Others)	Period	Quarterly	15-day
	LR8a	Schedule 8a - Net Policy Benefits - Malaysian	Period	Quarterly	15-day
	LR8b	Schedule 8b - Net Policy Benefits - Others	Period	Quarterly	15-day
	LR9a	Schedule 9a - Net Commission - Malaysian	Period	Quarterly	15-day
	LR9b	Schedule 9b - Net Commission - Others	Period	Quarterly	15-day
	LRBS	Balance Sheet	As at	Half Yearly	15-day
	LRR	Revenue Account	Period	Quarterly	15-day
	PL	Profit and loss account	Period	Half Yearly	15-day
Broker	BBS	Balance Sheet	As at	Half-yearly	15-day
	BPL	Profit and loss account	Period	Half-yearly	15-day
	BS1	Schedule 1 - Revenue	Period	Half-yearly	15-day
	BS2	Schedule 2 - Expenses	Period	Half-yearly	15-day
	BS3	Schedule 3 - Ageing Schedule	As at	Quarterly	15-day
	BS4a	Schedule 4a - Statistic of insurance broking business	Period	Quarterly	15-day
Insurance	App1	Statement of Solvency	As at	Half Yearly	15-day
	App2	Manpower	As at	Half Yearly	15-day
	App3	Equity Participation	As at	Half Yearly	15-day