



Training Programme No: 10001369874

MII Training

Midway Milestones: Essentials for New Recruits In Insurance Industry Life and Family Takaful



26 & 27 February 2024



In-Person Training



OVERVIEW

This course is especially designed for those with less than three years working experience in the life (family) and general insurance companies. It can be a refresher course for those who need to brush up their knowledge and skills.

TARGET AUDIENCE

- New recruits working in and servicing the insurance/takāful industry.
- Lecturers and tutors

COURSE OBJECTIVE

At the end of the course, participants should be able to:

- Appreciated the history, development and the theoretical and legal infrastructure of the insurance/takāful industry
- Understand the basic insurance/takāful products and services offered
- Comprehend the essential workings of an insurance/takāful company

COURSE CONTENT

DAY 1

Introduction to Insurance and Takāful

- History and Development of Insurance and Takāful
- Risk and Insurance
- The Insurance/Takāful Market Structure
- Market Trends
- Legal Aspects of Insurance/Takāful

Insurance/Takāful Products - Personal

- Motor
- Fire and Houseowner/Householder
- Personal Accident
- Life and Investment-Linked
- Riders

Commercial Insurance/Takāful

- Motor
- Fire
- Engineering
- Marine and Aviation
- Miscellaneous
- Group Life/Family/PA
- Group Pension

Applied Principles of Insurance

- Legal Framework of Insurance/Takāful
- Utmost Good Faith
- Proximate Cause
- Insurable Interest
- Indemnity
- Contribution
- Subrogation

DAY 2

New Business and Agency Management

- Marketing Principles
- Recruitment
- Training
- Compensation

Underwriting and Claims

- Motor Underwriting
- Motor Claims Management
- Fire Underwriting
- Fire Claims
- Miscellaneous Underwriting and Claims

Reinsurance/Retakāful

- Treaty and Facultative
- Quota Share
- Surplus
- Excess of Loss
- Stop Loss
- Modified Reinsurance/Retakāful

Accounting for Insurance/Takāful

- Accounting for Premiums/Contributions
- Accounting for Claims
- Accounting for Reserves
- Accounting for Reinsurance/Retakāful

TRAINER PROFILE

Azman Ismail



Azman Ismail graduated from the University of London in the field of Mathematics with Operational Research and has been in the financial services industry since 1985. He has provided consultancy and shariah advisory services in **Malaysia, Singapore, Indonesia, Saudi Arabia, Qatar, Brunei, Iran and the Philippines** and presented papers in **Kuala Lumpur, Manama, New York, Tokyo, Brunei, Singapore, Cairo, London, Milan, Taipei, Taroudant and Abu Dhabi**. He was an external lecturer for the Master in Islamic Banking and Finance (MIBF) program at the Institute of Islamic Banking and Finance (IIBF), International Islamic University Malaysia (IIUM).

He was also a Course Consultant and Member, Board of Studies at the Institute. He has also written, translated, edited and reviewed 13 books (15 volumes), all relating to shariah applications in contemporary finance. He is a shariah advisor to several institutions in Malaysia and Singapore.

PROGRAMME DETAILS



26 February 2024

9.00 a.m. – 5.00 p.m.

Registration Closing Date: 21 February 2024

MII Member

Non Member

Early Bird
(Register before
12 February 2024)

Single
RM 1,080 / USD250

Single
RM 1,180 / USD270

Normal Fee

Single
RM 1,180 / USD272

Single
RM 1,280 / USD300

Group
RM 1,030 / USD240

Group
RM 1,080 / USD250

HRD Claim Application



Malaysian Insurance Institute (MII) courses have been granted the status of Approved Training Programme (ATP) under the Human Resources Development Act 1992. Based on Training Providers Circular No. 3/2021, PSMB has imposed a requirement that training providers need to register their training programme under the HRD Corp Claimable Course Scheme to offer training to the employers who are registered under the Human Resource Development Corporation (HRD Corp).

1. What is HRD Corp Claimable Courses?

HRD Corp Claimable Courses formerly known as SBL Khas is a scheme to assist registered employers, especially those with limited resources to train and upskill their employees in line with their operational and business requirements. Under this scheme, HRD Corp will pay the course fee (subjected to 4% service fee from 1st April 2021) directly to the training providers by deducting the amount from the employers' levy account. HRD Corp will also pay other claimable allowances to the employer.

2. How are Training Providers or Employers to submit for HRD Corp Claimable Courses?

Malaysian Insurance Institute (MII) will submit their Courses registration via the HRDC e-Tris system. Once course is approved as Claimable Course (previously known as SBL Khas course), the approved course will appear in the HRDC e-Tris system.

Employers will need to access the e-Tris system to select the course and submit to HRDC for grant approval. The total claimable amount is subject to the approval of each Employer individual grant application, Once HRDC approves Employer grant, the company must provide the approved grant code to Malaysian Insurance Institute (MII).

After the training is conducted, Employers are required to complete HRDC Attendance Reports eg. JD14 and submit necessary documents to ensure HRDC settlement of Malaysian Insurance Institute (MII) invoice.

Malaysian Insurance Institute (MII) will submit the invoice directly to HRDC with the approved grant code for each participant or Employer.

3. How to submit the grant application?

Please click on link for information on training grants application:
<https://hrdcorp.gov.my/employer-guidelines/>

4. What are the supporting documents required?

Please click on link for information on training grants application:
<https://hrdcorp.gov.my/skim-bantuan-latihan-khas-sbl-khas-2/>

Important Notice

- Effective **1st August 2019**, training programmes must commence within **six (6) months** from the date of training grant applications are made and training claim submissions must be made **not more than six (6) months** from the date the training programmes are completed.
- Application must be submitted by employers before training date commencement
- Please click on the following link for more information on training claims application - <https://hrdcorp.gov.my/employer-guidelines/>

For more information and updates on HRDC, please refer to its official webpage at www.hrdcorp.gov.my. Should you have any problem in accessing your e-Tris account, kindly forward the issue to HRDC IT Help Desk at ithelpdesk@hrdcorp.gov.my

Application Process

01 Application via e-Tris

Documents Required:

- ✓ Quotation / Invoice
- ✓ Training Schedule / Course Content
- ✓ Trainer Profile

02 Approval

Documents Required:

- ✓ To share Grant ID to Training Provider

03 Claim

Documents Required:

- ✓ Itinerary (airfare) - if any
- ✓ Receipt & Invoice (transportation) - if any



Malaysian Insurance Institute

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