

GUIDELINES FOR BEING LICENSED AS A BANCASSURANCE AGENT IN UGANDA

The following shall be required for a Bancassurance Agent to be licensed:

- (1) A financial institution that seeks to conduct bancassurance business shall make an application to the Authority for a license to do so under the Insurance (Bancassurance) Regulations, 2017.
- (2) An application to conduct bancassurance business shall be made using Form 1 downloadable [here](#). The license application shall be accompanied by:
 - (a) a resolution of the governing body of the financial institution that the financial institution may conduct bancassurance business;
 - (b) a letter of no objection issued by the Bank of Uganda;
 - (c) a bancassurance agency agreement between the financial institution and insurers (Minimum of four non-life insurers and two life insurers);
 - (d) applications of the persons to be authorised to act as the Principal Officer; and specified person of the bancassurance agent and the branch they are to operate from, made using Forms downloadable and accompanied by their curriculum vitae and academic qualifications, together with other requirements as listed in Regulations 8 and 9;
 - (e) a duly filled fit and proper requirements questionnaire for the principal officer, downloadable [here](#);
 - (f) evidence of professional indemnity insurance (a policy sum insured of at least Shs 100,000,000/=) and fidelity guarantee insurance for the principal officer and the specified person;
 - (g) evidence of payment of an application fee of Shs 500,000/= to the Authority (This is payable once at first licensing and is non-refundable);

- (h) evidence of membership to the Insurance Institute of Uganda (Membership fee of Shs 1,000,000/=).
- (i) The bancassurance agent shall be required to pay an annual compliance fee of Shs 1,000,000/=; and
- (j) any other information/documents that the Authority may require (This shall be specified in writing after receiving the license application). Additionally please note that the office premises where the bancassurance shall operate from shall be inspected.

Note

The bancassurance agency agreement between the financial institution and an insurer required under Regulations 3 (4) and 14 shall include the following:

- (a) the mode to be used to remit premium to the insurer;
- (b) the claims handling process to be used;
- (c) the safeguards to be made available to the policy holders;
- (d) the commission to be charged and the mode and process of payment;
- (e) a schedule of the products and services, to be offered;
- (f) the procedure to be used to settle any conflict between the financial institution and an insurer;
- (g) the branches of the financial institution that are to be engaged in the bancassurance business; and
- (h) the arrangement on the collection, remittance and reconciliation of premiums and other funds which may be received by the bancassurance agents.