

**RE: LICENSING OF RISK ADVISORS, LOSS ASSESSORS AND LOSS ADJUSTERS
FOR THE YEAR 2022 AND 2023**

1. As you are aware, the Insurance Act, 2017 (Act) (Section 85 of the Act refers) requires all persons intending to carry on the business of risk advisor, loss assessor and loss adjuster in Uganda to be licensed by the Insurance Regulatory Authority of Uganda (Authority).
2. In this connection, **please apply through the online licensing platform available on our website (www.ira.go.ug) and submit all the requirements together with evidence of payment of the non-refundable application (license) fees of Ushs. 400,000/= per type of business by 31st August 2021. Failure to apply by that date and/or submission of incomplete application will attract a penalty.**
3. We also take this opportunity to remind you of the following **for the eventual issuance** of the license:
 - (i) All Loss Assessors/Adjusters and Risk Advisors' licenses will be renewed by **1st December 2021 for a period of two (2) years. Please note that we shall, at an appropriate date in the future, inform you about the key documents you shall be required to submit to the Authority as evidence of continued compliance.**
 - (ii) **Professional Indemnity Insurance Policy**

the Insurance Training College of Uganda and Uganda Association of Engineering Valuers and Loss Assessors for the year 2022 i.e. copies of the membership Certificates.

(vii) **Company Annual Return 2020**

You will be required to avail us a copy of your company Annual Return duly registered with the Uganda Registration Services Bureau.

(viii) **Immigration Status**

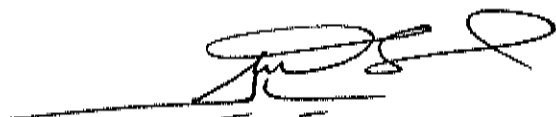
You will avail the immigration status of all your non-Ugandan employees i.e. a photocopy and original work permit. The latter will be returned immediately after certification of the photocopy.

(ix) **Tax Identification Number**

Please provide us with a copy of your company's Tax Identification Number

4. The granting of licenses will continue to be subject to the provisions of the Insurance Act 2017.
5. Please note that all your activities/conduct during the year 2020 the clearance of the Authority's queries will be taken into account when you are being considered for the year 2022 & 2023 license. Your offices, too, should be adequate and presentable (the Authority's Guidelines on Head Office and Branch Office premises, already distributed to you, refer). Additionally, you should observe our Guidelines regarding rotation of External Auditors.

Yours faithfully,
INSURANCE REGULATORY AUTHORITY OF UGANDA



Alhaj Kaddunabbi Ibrahim Lubega
CHIEF EXECUTIVE OFFICER

CC: The Chief Executive Officer
Insurance Institute of Uganda
Block A Victoria Office Park
Plot 6/9 Okot Close Bukoto
P.O. Box 4184,
KAMPALA

CC: The Chairman
Uganda Association of Engineering
Valuers and Loss Assessors
P O Box 3505
KAMPALA