



EDFIS/C/0302016  
27<sup>th</sup> April 2016

**The Compliance Officer**  
All Insurance Licensees  
Manama  
Kingdom of Bahrain

Dear Sir,

**CBB Rulebook: Volume 3 (Insurance) – April 2016 Update**

The April 2016 quarterly update to Volume 3 has now been incorporated in the website version of the Rulebook.<sup>1</sup>

**Changes for April 2016:**

The changes for April 2016 are listed in the attached table.

**Further Information:**

Should you have any queries regarding these updates, you may contact the Director of Insurance Supervision on 17547302 or the CBB Rulebook team at ([rulebook@cbb.gov.bh](mailto:rulebook@cbb.gov.bh)).

Yours faithfully,

**Abdul Rahman Al Baker**

*Enclosure: Volume 3 Update Table.*

<sup>1</sup> Volume 3 can be accessed from [www.cbb.gov.bh](http://www.cbb.gov.bh) : from the Home page, select 'CBB Rulebook', Volume 3.

## CBB Rulebook (Volume Three) – April 2016 Update

PART A FOLDER		
Module Code	Module Title	Summary of Changes and Printing Instructions
All Modules	N/A	<b>Print off the Table of Contents page for each Module and the Module History Section when changes have been made.</b>
HC	High-level Controls	<p>HC-2.3.3 and HC-10.2.5A: Added a requirement (or guidance, based on type of insurance license) for the licensee to have in place a board approved policy on the employment of relatives of approved persons.</p> <p>HC-2.4.1A and HC-10.2.6A: Added the requirement (or guidance, based on type of insurance license) to disclose to the board on annual basis relatives of any approved persons occupying controlled functions.</p>
BC	Business Conduct	BC-2.9: Added requirements for insurance firms when dealing with medical insurance.
EN	Enforcement	<p>EN-A.1.2: Reference added to amendments to the CBB Law.</p> <p>EN-B.1.4: New guidance Paragraph added to broaden the scope of the application of financial penalties to persons referred to in paragraph (b) of Article (68 bis 1) of the CBB Law.</p> <p>EN-5: Amended to be in line with amendments to Article 129 of the CBB Law.</p>

PART B FOLDER		
CBB Authorisation Forms		
Form 3	Application for Approved Person Status	Added a question dealing family or business relationship that the applicant may have with any approved person of the licensee.