



**Decision No. (6\٢) for the year 2007, as amended,  
Regarding the Interim and Final Financial Data and Periodic Statistical Reports that  
are necessary to be submitted by the Insurance Companies to the Authority  
Issued under the provisions of the Insurance Act No. 20 for the year 2005**

**Article 1**

**Definitions:**

The words and phrases contained in this decision have the meanings assigned to them in Article 1 of the Insurance Act No. 20 of 2005, unless the context indicates otherwise.

**Article 2**

1. Each Company, licensed in Palestine to conduct insurance business, has to maintain separate accounts for each branch of insurance.
2. Each Company, which is licensed in Palestine to conduct life insurance and general insurance (non-life), has to manage the funds and investments related to life insurance branch separately
3. The Company is committed to prepare separate financial data for life insurance

**Article 3**

1. Each Company, which is licensed to conduct insurance business in Palestine has to provide the Authority with financial data and explanations on the dates specified in this decision
2. All licensed Insurance Companies have to manage their accounts and prepare their financial data in accordance with International Standards for financial reports, or any other standards adopted by the Palestinian Auditors Association
3. In addition to the consequences of the commitment to International Standards of financial reporting while preparing financial data for the Company; it is committed to disclose in its financial data the following necessary information:
  - Establishment of the Company and its main activity and its legal status and record with the Companies Controller
  - The authorized and paid-up capital and the developments of the change that took place on the capital, if any



- Branches of the Company, its geographical spread, number of employees, number of agents and the number of producers
  - Affiliates - if any -, its legal status, its main activity, its number of record with the Companies Controller, its capital and the Company's contribution percentage in them
4. The Company is committed to disclose all required information in accordance with statistical reports according to the forms that are circulated by the Director based on the dates set for this purpose

#### **Article 4**

1. The Company must provide the Authority with the financial data regarding the Company's business in Palestine and its foreign subsidiaries and affiliates, if any
2. If there is a defect in any of the data and information in accordance with the provisions of this Article; the Director can correct these data within the period specified for this purpose.
3. The financial data and statistical reports are provided under the provisions of this decision in the capital's currency, and may be presented in other currencies (other than the currency of capital) in the event of getting a prior written approval from the Director.
4. Each Insurance Company licensed to work in Palestine, has to provide the interim and final financial data in the following order:

#### **Firstly: The Interim Financial Data (First Quarter):**

The company has to provide the Authority with a copy of the interim financial data (first quarter) signed by the Director-General of the Company and its Chief Financial Officer and sealed duly by the Company's seal during the month of April of each year.



**Secondly: The Interim Financial Data (Semi-Annual):**

1. The Interim Financial data that are presented on a semi-annual will be reviewed and approved by the Independent External Auditor.
2. The Company has to provide the Authority with a copy of the draft interim data (semi-annual) with a draft of the Independent External Auditor report during the month of July of each year. For the purposes of publishing it; it has follow the below steps:
  - a. If there is no need to modify the data under the law and the sub-legislations issued pursuant thereto, it will be stamped with a seal: (No Problem of Publishing the Interim Financial Data).
  - b. In case there is a need for editing the data under the law and sub-legislations issued pursuant thereto; the Director may request to edit return the data to the Company provided carrying out the required amendment and return the interim financial data to the Authority within ten days from the date of the editing Request. Then it will be stamped with a seal: (No Problem of Publishing the Interim Financial Data)
  - c. The Company should publish the interim financial data in a daily newspaper one time at least once in two weeks from the date of the Authority's approval to publish it. In any way; the Company is not allowed to publish the interim financial data before taking the prior written consent of the Authority

**Thirdly: The Interim Financial Data (Third Quarter of the Year):**

1. The Company has to provide the Authority with a reviewed and approved copy of the interim financial data for the third quarter by an Independent External Auditor, during the month of October of each year
2. The final financial data which submitted annually is: Audited
3. The Company has to provide the Authority with a copy of the draft final financial data with a draft of the Independent External Auditor Report of no later than the first of March that comes next to the date of the financial data. It will be reviewed by the Authority and respond to it within one week from the date of receipt, as follows:
  - a. If there is no need to amend the data under the law and sub-legislations issued pursuant thereto, it will be stamped with a seal: (No Problem to the show the financial data to the General Assembly of the Company), then it will be returned to the Company to complete its final stages of issuing.



- b. If there is a need to amend the data under the law and sub-legislations issued pursuant thereto, the Director may request that and return it to the Company provided carrying out the required amendment by it and return the financial data to the Authority within ten days from the date of the Editing Request then it will be stamped with a seal: (No Problem to the show the financial data to the General Assembly of the Company).
- c. In any way the Company shall not show the financial data to the General Assembly for confirmation before taking the prior written consent from the Authority.
4. The Company shall provide the Authority with an original copy of the final financial data no later than the first of April that come next to the date of the financial data.
5. If the Company's financial data has not been adopted by the General Assembly or modified by it, the Company shall inform the Authority of that within one week of the date of the General Assembly meeting
6. The Company should disclose its final financial data by publishing it once in one newspaper at least during one week from the date of approval by the General Assembly.

**Fourthly: The Annual Financial Data (Final):**

1. The final financial data that is submitted annually is: Audited.
2. The Company has to provide the Authority with a copy of the draft final financial data with a draft of the Independent External Auditor Report of no later than the first of March that comes next to the date of the financial data. It will be reviewed by the Authority and respond to it within one week from the date of receipt, as follows:
  - a. If there is no need to amend the data under the law and sub-legislations issued pursuant thereto, it will be stamped with a seal: (No Problem to the show the financial data to the General Assembly of the Company), then will be returned to the Company to complete its final stages of issuing
  - b. If there is a need to amend the data under the law and sub-legislations issued pursuant thereto, the Director may request that and return it to the Company provided carrying out the required amendment by it and return the financial data to the Authority within ten days from the date of the Editing Request then it will be stamped with a seal: (No Problem to the show the financial data to the General Assembly of the Company)



- c. In any way, the Company shall not show the financial data to the General Assembly for confirmation before taking the prior written consent from the Authority
3. The Company shall provide the Authority with an original copy of the final financial data no later than the first of April that comes next to the date of the financial data
4. If the Company's financial data has not been adopted by the General Assembly or modified by it, the Company shall inform the Authority of that within one week of the date of the General Assembly meeting
5. The Company should disclose its final financial data by publishing it once in one newspaper at least during one week from the date of approval by the General Assembly

#### **Article 5**

The Insurance Company, which is licensed to work in Palestine, is committed to provide statistical reports to the Authority under the form prepared by the General Administration of Insurance for this purpose.

#### **Article 6**

The Director has the right to take any of the actions set out in Article 9 of the Act, or any other actions deemed appropriate based on the authorities conferred upon to him by law against any company that does not abide by the rules of this decision.

#### **Article 7**

##### **General Assembly Meeting of the Company:**

1. The Company shall hold the General Assembly's meeting in Palestine by the end of the third month subsequent to the date of the final financial data
2. If it can not hold the General Assembly's meeting for the Company in Palestine; the Company may hold it abroad provided preparing preparation for holding it between the outside and inside by (Video Conference). The Director or his delegate will attend abroad at the expense of the Company.

The Company must notify the Authority of the date and venue of the Assembly's meeting and its agenda before fifteen days of the session, and shall provide the Authority with a certified copy of each report submitted to the shareholders or the



policyholders and the meeting's Minutes of Meeting (MOM) within thirty days from the date of convening

3. The Director or his delegate will attend the General Assembly meeting of the Company but does not vote.

**Article 8**

This decision shall be loge effective from the date of issuance.

This decision was issued in the city of Al-Bireh on: 31/10/2007 AD

**Maher Al-Masri**

**Chairman of the Board**