



*INSURANCE INSTITUTE OF
TANZANIA
Training Calendar,
2020.*

BUILDING CAPACITY ON INSURANCE AND NON INSURANCE PRODUCTS

Working with our members (Insurance stakeholders) – we've developed a series of stakeholder training sessions which we believe are very relevant and insightful. We offer training based on specific stakeholder needs to help both employees and employers understand and keep pace with the latest developments in the world of risk.

Please note that schedules are subject to change. If you see something that sparks your interest, please get in touch with our IIT Chief Executive Officer-Elizabeth Brown.

TRAINING	SUBSECTION	DATE/MONTH	CATEGORY LEVEL
INTRODUCTION TO MARINE INSURANCE	<ul style="list-style-type: none"> • Underwriting Principles in Marine insurance • Institute Cargo Clauses (Simplified). • Marine Insurance Claims. • Marine Hull Underwriting and Claims. • Marine Loss Assessment. • Case studies. 	12 th & 13 th March, 2020	Junior and senior staff with experience less than 5 years.
MEDICAL INSURANCE: PRODUCT DEVELOPMENT CYCLE.	<ul style="list-style-type: none"> • 	26 th & 27 th March, 2020	
USES OF LIFE ASSURANCE & INVESTMENT PRODUCTS	<ul style="list-style-type: none"> • Family protection • Partnership protection • House purchase • Financial Planning • Retirement Planning • Investment • Education • Credit protection • Key person insurance • Funeral Expenses • Tax planning • Case studies. 	16 th & 17 th April, 2020	Junior and senior staff with experience less than 5 years
“HOW TO GROW YOUR AGENCY”	<ul style="list-style-type: none"> • Customer Service. • Principles of Insurance. • Insurance Underwriting • How to Award Insurance Misselling. • Ethics. • Case Studies. 	From 27 th April, 2020	All Insurance Agents.
ENGINEERING AND CONSTRUCTION INSURANCE	<ul style="list-style-type: none"> • The factories Act • Boiler Insurance • Machinery Breakdown insurance • Erection “All Risks” insurance • Business interruption insurance • Electronic Data Equipment insurance • Contractors “All Risks” insurance • Case studies. 	12 th to 15 th May, 2020	Middle Management.
ANNUAL INSURANCE QUIZ COMPETITION.		29 th May, 2020	
REINSURANCE BASICS			

REINSURANCE CONTRACT & CLAUSES REINSURANCE TECHNICAL ACCOUNTING		11 th & 12 th June, 2020	Junior and senior staff with experience less than 6 years
BROKERS TRAINING		From 23 rd June, 2020	All Insurance Brokers.
MEDICAL INSURANCE: FRAUD DETECTION.		29 th & 30 th June, 2020	
PRACTICE OF LIFE ASSURANCE	<p>Proposal forms</p> <ul style="list-style-type: none"> • General questions • Specific questions • Material facts • Signature and declaration <p>Underwriting</p> <ul style="list-style-type: none"> • Non-medical underwriting • Medical underwriting • Financial underwriting • Impact of HIV/AIDS on Life Assurance Underwriting <p>Acceptance terms</p> <ul style="list-style-type: none"> • Standard • Loaded • Postponement • Declinature • Letter of Acceptance Premium rating and calculations <p>The policy</p> <ul style="list-style-type: none"> • Meaning • The heading • The preamble or recital clause • Exceptions/exclusions • Condition and provisions • The policy schedule • The signature or attestation clause. <p>Policy Administration</p> <ul style="list-style-type: none"> • New business • Stamp Duty • Renewals • Beneficiary changes <p>Life Office Valuations</p> <ul style="list-style-type: none"> • Surplus • Reserves • Bonuses <p>Claims procedures</p> <ul style="list-style-type: none"> • Maturity • Death and disability • Small claims • Surrenders • Retirement Benefit 	TBA	Junior and senior staff with experience less than 5 years

CORPORATE GOVERNANCE IN INSURANCE SECTOR SUPERVISION AND LEADERSHIP		TBA	CEO'S, Deputy CEO'S AND Middle Level Managers
PROFICIENCY IN SHORT TERM REINSURANCE PRACTICE & CLAIMS MANAGEMENT (PSTRP)		TBA	
MEDICAL UNDERWRITING.			
COMPETITORS TO LIFE ASSURANCE	<ul style="list-style-type: none"> • Equity-stock/shares • Government Securities • Co-operative Societies • Land • Real Estate • Commercial Papers • Banks • Building Societies • Unit Trusts • Business • Farming e.g. Wheat farming, tree planting • Welfare Association/ Merry-go-rounds • The need for Life Assurance • Case studies. 	TBA	Junior and senior staff with experience less than 5 years
AGRICULTURE INSURANCE	<ul style="list-style-type: none"> • Multiperil crop insurance • Weather index insurance • Case studies. 	TBA	Middle and Senior Staff
CYBER CRIME AND GENERAL INSURANCE FRAUD		TBA	Senior Staff, CEO's
PRICING REINSURANCE CONTRACT		TBA	Junior and senior staff with experience less than 6 years
REINSURANCE STATISTICS			
REINSURANCE CLAIMS HANDLING			
INSURANCE TECHNICAL RESERVES		TBA	Accountants
FIDELITY, MONEY & BURGLARY INSURANCE		TBA	
BANKERS COMPENSATION		TBA	
BONDS INSURANCE		TBA	
PHYSICAL FIRE RISK SURVEY	<ul style="list-style-type: none"> • Food & beverage manufacturing plants. • Oil production, storage and distribution e.g. OIL COM TZ LTD 	TBA	Middle and Senior Staff
ACCIDENT INSURANCE	<ul style="list-style-type: none"> • Theft Insurance 		Junior and senior staff with experience

	<ul style="list-style-type: none"> • Goods-in-Transit • Cash-in-Transit (Money) Insurance • Guarantee Insurance (Fidelity guarantee, Credit and Bonds) • Liability Insurance (excluding motor) • Personal Accident Insurances • Health Insurance • Workmen’s Compensation and Employers’ Liability Insurance • Bonds • Other Miscellaneous Insurances 	TBA	less than 5years
FIRE AND PERILS INCLUDING BUSINESS INTERRUPTION INSURANCE	<ul style="list-style-type: none"> • Fire Commercial Insurance • Industrial “All Risks” Insurance • Business Interruption Insurance 	TBA	Junior and senior staff with experience less than 5years
FIRE DOMESTIC INSURANCE	<ul style="list-style-type: none"> • Standard fire domestic insurance covers • Policy extensions 	TBA	Junior and senior staff with experience less than 5years
POLICY DOCUMENTATION	<ul style="list-style-type: none"> • The heading • The Preamble or Recital clause • Exceptions/Exclusions • Conditions and warranties • The policy schedule • The signature and Attestation Clause • Endorsements • Cover Notes and Certificates of Insurance Renewal procedures. 	TBA	Junior staff with experience less than 3 years in none life div
THE UNDERWRITING PROCESSES	<ul style="list-style-type: none"> • Risks assessment and surveying • Rating • Risk surveys • Sum Insured • Limits of Liability • Excesses, Deductible and Franchises • Long Term Agreements • The Policy Premium • Reinstatement of the sum Insured or limit after a loss. 	TBA	Junior staff with less than 3 years’ experience in none life div
POLICY PROVISIONS AND CONDITIONS	<ul style="list-style-type: none"> • Payment of premiums • Non forfeiture • Premium loans • Cash values • Paid-up values • Endorsements • Assignments • Policy loans • Suicide clause • Revival 	TBA	Junior and senior staff with experience less than 5 years

	<ul style="list-style-type: none"> • Participation in profits • Claims notification 		
SUPERANNUATION BUSINESS	Group policies administration <ul style="list-style-type: none"> • Renewals • Claims • Retirement Schemes • Personal Pensions • Umbrella Schemes 	TBA	Junior and senior staff with experience less than 5 years
AVIATION INSURANCE		TBA	
LIFE ASSURANCE PRODUCTS	<ul style="list-style-type: none"> • Accidental death and disablement • Premium waiver • Critical illness • Permanent Health Insurance • Last expense Insurance • Capital Disabilities Insurance • Inflation Provision. • Case studies. 	TBA	Junior and senior staff with experience less than 5 years