



EDFIS/C/6/2020  
21<sup>st</sup> January 2020

**The Chief Executive Officer / General Manager**  
All Insurance Firms & Insurance Brokers  
Manama  
Kingdom of Bahrain

Dear Sir/Madam,

**Re: Submission of Prudential Reporting under “CBB Reporting”  
Module of the CBB Rulebook (Volume 3)**

As a part of the Central Bank of Bahrain's (CBB) ongoing initiatives towards financial digital transformation, the CBB wishes to inform all insurance licensees that effective **January 2020**, submission of the following CBB reporting forms must be made in soft copy only (excel format) and through the ESRAD system:

1. Insurance Firm Return (IFR);
2. Insurance Firm Quarterly Return (IFRQ);
3. Insurance Brokers Return (IBR);
4. Insurance Brokers Semi-Annual Return (IBRS); and
5. Group Insurance Firm Return (GIFR) – (to be submitted in excel format only).

However, with exception to the above, the following sections of the above-mentioned forms must continue to be submitted in hard copy format with original signatures supported by the Licensees' covering letter:

1. IFR / IFRQ Section 10.10 (Directors' Certificate / Interim Statement Certification)
2. IFR Section 10.20 (Directors' High-level Controls Certificate)
3. IFR Section 10.30/10.31 (Actuary's Certificate)
4. IBR / IBRS Section 10.10 (Directors' Certificate / Interim Statement Certification)
5. IBR Section 10.20 (Directors' High-level Controls Certificate)
6. GIFR Section 10.00 (Chairman/CEO/General Manager Certificate)

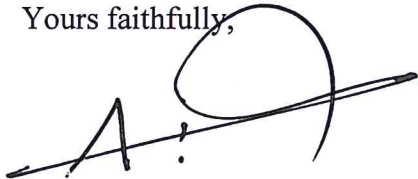
The soft copy forms can be sent to the CBB on the following email: [ifr@cbb.gov.bh](mailto:ifr@cbb.gov.bh) and can only be submitted by any of the following approved persons: Board member, CEO/GM, Compliance Officer or Head of Finance.

المدير التنفيذي لرقابة المؤسسات المالية

Executive Director of Financial Institutions Supervision

Should you have any queries in respect to any matter referred to herein, please do not hesitate to contact Mrs. Elham Taleb – Director of Insurance Directorate on Tel: 17547302 / 03.

Yours faithfully,

A handwritten signature in black ink, consisting of a stylized 'A' followed by a large loop and a horizontal stroke.

**Abdul Rahman Al Baker**