



2 January 2017

Circular No. 1 of 2018

Life Offices Association (LOA)

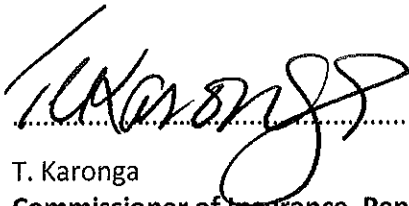
Zimbabwe Association of Pension Funds (ZAPF)

RE: TRAINING WORKSHOP ON THE QUARTERLY PENSIONS REVISED TEMPLATE

1. Following the revision of the pension quarterly returns template, the Commission hereby invites all registered life insurers, insurance brokers, stand-alone pension funds and fund administrators, to a training workshop on the revised pension returns template.
2. The main object of the workshop is to present the revised template to the industry, addressing certain challenges that the Commission noted from the submission of the quarterly returns by the industry for the previous three quarters after the introduction of the template.
3. The workshop will also give the industry an opportunity to indicate the main challenges that they have faced in completing the return and also proffer plausible solutions to enhance transparency, disclosure and reporting requirements in the pensions industry.
4. Ultimately this will enhance standardisation of reporting and comparability of data within the industry.
5. The workshop details are as follows:

Date : Wednesday, 10th of January 2018
Venue : Rainbow Hotel, Harare
Time : 0830 hrs – 1530 hrs
Cost : Free (Only for two participants)

6. All registered institutions that are required to submit quarterly and annual pension returns to the Commission must send participants to this workshop.
7. The Commission will meet the cost of attendance of two participants from each of eligible entities. Where a registered entity desire to send more than two participants to the workshop or any interested person, the workshop fee will be \$30.00 per person.
8. For bookings and enquiries please contact us on (04) 443 358/361/422 or email the registration form to tchemhere@ipec.co.zw or pgombe@ipec.co.zw no later than Friday, the 8th of January 2018.
9. The full programme will be send to you in due course.

A handwritten signature in black ink, appearing to read 'T. Karonga', written over a horizontal dotted line.

T. Karonga

Commissioner of Insurance, Pension and Provident Funds