

FORMS SUBMISSION SCHEDULE: INSURANCE COMPANIES

Form Category	Items	Form Template Code	Form Description	Submission Calendar	Calendar Year Submission			RE FY Submission (Audited)			
					Reporting Period ²	Frequency	Due Date	Reporting Period	Frequency	Due Date	
Statistical Management System (SMS)	Insurance	1	App1 ¹	Statement of Solvency	Calendar Year and RE Financial Year	As at	Half-Yearly	15 days after closing of reporting period	RE Financial Year	Yearly	Within 6 months after closing of RE financial year end
		2	App2	Manpower	Calendar Year						
		3	App3	Equity Participation							
	General Insurance	1	G1	Schedule 1 - Investment Income	Calendar Year and RE Financial Year	As at	Quarterly	15 days after closing of reporting period	RE Financial Year	Yearly	Within 6 months after closing of RE financial year end
		2	G2	Schedule 2 - Other Income							
		3	G3	Schedule 3 - Management Expenses							
		4	G4	Schedule 4 - Other Outgo							
		5	G5	Schedule 5 - Other Liabilities							
		6	G6	Schedule 6 - Other Assets							
		7	G7	Schedule 7 - Ageing Schedule							
		8	GI8a	Statement of Premium - Malaysian							
		9	GI8b	Statement of Premium - Others							
		10	GI9a	Statement of Claims - Malaysian							
		11	GI9b	Statement of Claims - Others							
		12	GI10a	Statement of Commission - Malaysian							
		13	GI10b	Statement of Commission - Others							
		14	GIC	General Insurance Country							
		15	GIR	Revenue Account							
		16	GIBS	Balance Sheet							
		17	PL	Profit and Loss Account							
	General Reinsurance	1	G1	Schedule 1 - Investment Income	Calendar Year and RE Financial Year	As at	Quarterly	15 days after closing of reporting period	RE Financial Year	Yearly	Within 6 months after closing of RE financial year end
		2	G2	Schedule 2 - Other Income							
		3	G3	Schedule 3 - Management Expenses							
		4	G4	Schedule 4 - Other Outgo							
		5	G5	Schedule 5 - Other Liabilities							
		6	G6	Schedule 6 - Other Assets							
		7	G7	Schedule 7 - Ageing Schedule							
		8	GR8a	Statement of Premium - Malaysian							
		9	GR8b	Statement of Premium - Others							
		10	GR9a	Statement of Claims - Malaysian							
		11	GR9b	Statement of Claims - Others							
		12	GR10a	Statement of Commission - Malaysian							
		13	GR10b	Statement of Commission - Others							
		14	GRC	General Reinsurance Country							
15		GRR	Revenue Account								
16		GRBS	Balance Sheet								
17		PL	Profit and Loss Account								

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					Reporting Period ²	Frequency	Due Date	Reporting Period	Frequency	Due Date	
Statistical Management System (SMS)	Life Insurance	1	L1	Schedule 1 - Investment Income	Calendar Year and RE Financial Year	As at	15 days after closing of reporting period	RE Financial Year	Yearly	Within 6 months after closing of RE financial year end	
		2	L2	Schedule 2 - Other Income							
		3	L3	Schedule 3 - Management Expenses							
		4	L4	Schedule 4 - Other Outgo							
		5	L5	Schedule 5 - Other Liabilities							
		6	L6	Schedule 6 - Other Assets							
		7	LI7a	Schedule 7a - Premium Income - Malaysian							
		8	LI7b	Schedule 7b - Premium Income - Others							
		9	LI7c	Schedule 7c - Premium/Net Creation of Units for Investment-Linked Business							
		10	LI8a	Schedule 8a - Net Policy Benefits - Malaysian							
		11	LI8b	Schedule 8b - Net Policy Benefits - Others							
		12	LI9a	Schedule 9a - Net Commission - Malaysian							
		13	LI9b	Schedule 9b - Net Commission - Others							
		14	LI10a	Schedule 10a - Statement of New Policies - Malaysian							
		15	LI10b	Schedule 10b - Statement of New Policies - Others							
		16	LI11a	Schedule 11a - Statement of Terminations, Transfers and Revivals - Malaysian							
		17	LI11b	Schedule 11b - Statement of Terminations, Transfers and Revivals - Others							
		18	LI12a	Schedule 12a - Statement of Policies In Force - Malaysian							
		19	LI12b	Schedule 12b - Statement of Policies In Force - Others							
		20	LIR	Revenue Account							
		21	LIBS	Balance Sheet							
		22	PL	Profit and Loss Account							
		Life Reinsurance	1	LR1	Schedule 1 - Investment Income	Calendar Year and RE Financial Year	As at	15 days after closing of reporting period	RE Financial Year	Yearly	Within 6 months after closing of RE financial year end
	2		LR2	Schedule 2 - Other Income							
	3		LR3	Schedule 3 - Management Expenses							
	4		LR4	Schedule 4 - Other Outgo							
	5		LR5	Schedule 5 - Other Liabilities							
	6		LR6	Schedule 6 - Other Assets							
	7		LR7a	Schedule 7a - Net Premium Income (Malaysian)							
	8		LR7b	Schedule 7b - Net Premium Income (Others)							
	9		LR8a	Schedule 8a - Net Policy Benefits - Malaysian							
	10		LR8b	Schedule 8b - Net Policy Benefits - Others							
	11		LR9a	Schedule 9a - Net Commission - Malaysian							
	12		LR9b	Schedule 9b - Net Commission - Others							
	13		LR10a	Schedule 10a - Statement of New Policies - Malaysian							
	14		LR10b	Schedule 10b - Statement of New Policies - Others							
	15		LR11a	Schedule 11a - Statement of Terminations, Transfers and Revivals - Malaysian							
	16		LR11b	Schedule 11b - Statement of Terminations, Transfers and Revivals - Others							
	17		LR12a	Schedule 12a - Statement of Policies In Force - Malaysian							
	18		LR12b	Schedule 12b - Statement of Policies In Force - Others							
	19		LRR	Revenue Account							
	20		LRBS	Balance Sheet							
21	PL		Profit and Loss Account								

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Statistical Management System (SMS)	Broker	1	BS1	Schedule 1 - Revenue	Calendar Year and RE Financial Year	As at	Half-Yearly	15 days after closing of reporting period	RE Financial Year	Yearly	Within 6 months after closing of RE financial year end
		2	BS2	Schedule 2 - Expenses			Half-Yearly				
		3	BS3	Schedule 3 - Ageing Schedule			Quarterly				
		4	BS4a	Schedule 4a - Statistic of Insurance Broking Business			Quarterly				
		5	BS4b	Schedule 4b - Statistic of Insurance Broking Business			Quarterly				
		6	BBS	Balance Sheet			Half-Yearly				
		7	BPL	Profit and Loss Account			Half-Yearly				
	Llyod's Syndicate	1	G7	Schedule 7 - Ageing Schedule	Calendar Year and RE Financial Year	As at	Quarterly	15 days after closing of reporting period	RE Financial Year	Yearly	Within 6 months after closing of RE financial year end
		2	GR8a	Statement of Premium - Malaysian			Quarterly				
		3	GR8b	Statement of Premium - Others			Quarterly				
		4	GR9a	Statement of Claims - Malaysian			Quarterly				
		5	GR9b	Statement of Claims - Others			Quarterly				
		6	GR10a	Statement of Commission - Malaysian			Quarterly				
		7	GR10b	Statement of Commission - Others			Quarterly				
		8	GRC	General Reinsurance Country			Quarterly				
		9	MS1	Revenue			Half-Yearly				
		10	MS2	Expenses			Half-Yearly				
		11	MBS	Balance Sheet			Half-Yearly				
		12	MPL	Profit and Loss Account			Half-Yearly				
	Underwriting and Insurance Manager	1	MS1	Revenue	Calendar Year and RE Financial Year	As at	Half-Yearly	15 days after closing of reporting period	RE Financial Year	Yearly	Within 6 months after closing of RE financial year end
2		MS2	Expenses	Half-Yearly							
3		MBS	Balance Sheet	Half-Yearly							
4		MPL	Profit and Loss Account	Half-Yearly							

Note:-

¹ Not applicable for insurance-related entities.

² "As at" refers to cumulative period as follows:-

- 1st Quarter - January until March
- 2nd Quarter - January until June
- 3rd Quarter - January until September
- 4th Quarter - January until December

As for Balance Sheet, "As at" refer to accumulative figure

Form Category	Items	Form Template Code	Form Description	Submission Calendar	Calendar Year Submission							
					Reporting Period ²	Frequency	Due Date					
Manual Submission ⁵	EAL ³	1	EAL	External Assets & Liabilities	Calendar Year	As at	Quarterly	15 days after closing of reporting period				
	Islamic Window ⁴	1	General (IWG)	Income	Calendar Year	As at	Quarterly	15 days after closing of reporting period				
		2		Outgo			Quarterly					
		3		Revenue Account			Quarterly					
		4		Ageing Schedule			Quarterly					
		5		Statement of Premium			Quarterly					
		6		Statement of Premium - Others			Quarterly					
		7		Statement of Claims			Quarterly					
		8		Statement of Commission			Quarterly					
		9		Other Liabilities			Half-Yearly					
		10		Other Assets			Half-Yearly					
		11		Balance Sheet			Half-Yearly					
		12		Profit and Loss Account			Half-Yearly					
		1		Family (IWF)			Investment Income		Calendar Year	As at	Quarterly	15 days after closing of reporting period
		2					Other Income				Quarterly	
	3	Outgo	Quarterly									
	4	Revenue Account	Quarterly									
	5	Premium Income	Quarterly									
	6	Net Policy Benefits	Quarterly									
	7	Net Commission	Quarterly									
	8	Statement of New Policies	Quarterly									
	9	Statement of Terminations, Transfers and Revivals	Quarterly									
	10	Statement of Policies In Force	Quarterly									
	11	Other Liabilities	Half-Yearly									
	12	Other Assets	Half-Yearly									
	13	Balance Sheet	Half-Yearly									
	14	Profit and Loss	Half-Yearly									
	1	Broker (IWB)	Ageing Schedule	Calendar Year	As at	Quarterly	15 days after closing of reporting period					
	2		Statistic of Broking Business - Premium Processed & Brokerage Earned			Quarterly						
	3		Statistic of Broking Business - Fees Earned for Services			Quarterly						
	4		Revenue and Expenses			Half-Yearly						
	5		Balance Sheet			Half-Yearly						
	6		Profit and Loss			Half-Yearly						

Note:-

³ Applicable to all insurance and insurance-related entities.

⁴ Applicable to approved Islamic window only.

⁵ Manual submission : Excel files together with signed copy in pdf format to be emailed to iru@labuanfsa.gov.my