

**INSURANCE  
POLICY**

**QUALIFYING EXAMINATION FOR  
INSURANCE & TAKAFUL AGENTS  
(QEFITA)**

**6 - 7 MARCH 2024**

**DEADLINE TO REGISTER**  
10 February 2024



# OVERVIEW

Qualifying Examination For Insurance & Takaful Agents (QEFITA) is a licensing programme organised by BILIF with the support and guidance of Brunei Darussalam Central Bank (BDCB) and the Brunei Insurance Takaful Association (BITA).

This programme covers the theoretical study of insurance and takaful as well as the legal and regulatory requirements of Brunei Darussalam and ends with a two-hour examination.

In order to successfully complete the programme, participants are required to sit and pass the examination.

# OBJECTIVES

By the end of this programme, participants will be able to:

- Learn the fundamentals of insurance and takaful;
- Understand risk management strategies;
- Explain insurance contracts, documents, processes and practices and applicable laws;
- Understand the different types of general insurance and their characteristics; and
- Describe the role and duties of an agent.

# WHO IS THIS PROGRAMME FOR?

QEFITA is a compulsory entry requirement for all those who intend to be registered as General Insurance/Takaful agents with BITA and those who intend to pursue a career in the Insurance/Takaful Industry.

## METHODOLOGY

- Face-to-face learning mode; and
- Case studies, individual and group exercises.



## PROGRAMME DETAILS

DATE	TIME
6 - 7 March 2024	8:30 am - 12:00 pm 1:30 pm - 5:00 pm

\*\*\*Subject to change

Please refer to [www.bilif.com.bn](http://www.bilif.com.bn) for the latest updates\*\*\*

## EXAMINATION

Examination date: 11 March 2024

- Two (2) hours examination consisting of 100 multiple choices questions.
- The passing mark for the exam is 65%.

# PROGRAMME OUTLINE

Chapter 1	Introduction to Insurance
Chapter 2	An Introduction to Takaful
Chapter 3	Risk and Principles of Insurance
Chapter 4	Characteristics of General Insurance Products
Chapter 5	Classes of General Insurance Business and General Takaful Business
Chapter 6	Insurance Marketing and After-Sales Services
Chapter 7	Consumer Protection and Statutory Regulation
Chapter 8	Law of Agency
Chapter 9	Insurance Contract
Chapter 10	Insurance Documents
Chapter 11	Practice General Insurance Risk Assessment, Underwriting and Rating
Chapter 12	Practice of General Insurance Claim
Chapter 13	Practice of General Insurance Policy Forms

# PROGRAMME LEADER

## ROSLAN HJ MOHD TAHIR

Roslan has been in the insurance industry for almost 30 years. He started out his career with Takaful IBB Berhad in 1993 and subsequently moved to work for Insurans Islam TAIB General Takaful Sdn Bhd. Coming from a Civil Engineering background, he has accumulated valuable experiences in many industries such as Property, Casualty, Marine and Engineering. He also has experience in the financial line such as the Professional Indemnity Takaful Scheme as well as the Directors and Officers Takaful Scheme. He specialised in Underwriting and Retakaful for the last 15 years until 2018 for Takaful Brunei Am Sdn Bhd.

He joined Insurans Islam TAIB General Takaful Sdn Bhd in 2019, heading the Sales Division. His portfolio includes retail, corporate, tele-takaful, support services and Banca Wakil Management and has been developing the Sales Division book for Insurans Islam TAIB General Takaful Sdn Bhd for the last 3 years. He regularly conducts training programmes for insurance agents and Banca Takaful on general takaful products. With his extensive knowledge, he stands as one of the experts in general insurance particularly in the areas of underwriting, retakaful and claims.

# QUALIFYING EXAMINATION FOR INSURANCE AND TAKAFUL AGENTS (QEFITA)

6 - 7 March 2024



To apply for the programme, please email your completed form to [askSEED@bilif.com.bn](mailto:askSEED@bilif.com.bn) by 10 February 2024.

CATEGORIES	STAKEHOLDERS	NON-STAKEHOLDERS
THEORY + EXAM FEE	<input type="checkbox"/> \$ 230.00	<input type="checkbox"/> \$ 270.00
EXAM FEE ONLY	<input type="checkbox"/> \$ 150.00	<input type="checkbox"/> \$ 150.00

By completing and signing this form, you hereby agree to the terms and conditions below:

Full Name:  IC Number:   
Position:  Department:   
E-mail:  Phone:

Full Name:  IC Number:   
Position:  Department:   
E-mail:  Phone:

Full Name:  IC Number:   
Position:  Department:   
E-mail:  Phone:

#### APPROVING OFFICER

Name:  Email:   
Position:  Department:

Please email the invoice to:

\_\_\_\_\_  
Signature and Company's Stamp

#### Terms and conditions:

##### Cancellation Policy:

- All cancellation must be submitted to BILIF in writing either by letter or email.
- Any cancellation received 30 days or more prior to the training date will incur a cancellation fee of 10% of the programme fee.
- Cancellation received 8 - 14 days to the training date will incur a cancellation fee of 50% of the programme fee.
- Cancellation of registrations received 7 days or less from the date of training or if the delegate fails to attend the training, he/she will be considered as 'no show' and is subjected to 100% of the programme fee.
- BILIF welcomes and accepts replacement of participants up until a day before the training commences.

##### Other terms:

- Participants must complete all scheduled sessions and activities for them to receive the certificate of attendance/ completion.
- Payment must be made upon receipt of invoice issued by BILIF.
- BILIF reserves the right to amend, change or cancel the programme at any given time. We will immediately notify participants and organisations if any such changes are to be made.

# ABOUT BRUNEL INSTITUTE OF LEADERSHIP AND ISLAMIC FINANCE

Brunei Institute of Leadership & Islamic Finance (BILIF) was established in 2010 as the Centre of Excellence for the finance industry in Brunei Darussalam, providing high-quality learning solutions, including signature and collaborative events for human capacity development in the areas of Islamic finance and leadership. Under the purview of Brunei Darussalam Central Bank (BDCB), BILIF plays a fundamental role in Pillar 5 of Brunei Darussalam Financial Sector Blueprint 2016-2025 in raising financial industry standards especially in the areas of Islamic finance. All of our programmes are accredited by Brunei Darussalam National Accreditation Council as Value Added Qualifications. Appointed by BDCB, BILIF is the official licensing examination centre for Financial Planning Practitioners' Programme (FPPP) and Qualifying Examination for Insurance/Takaful Agents (QEFITA). BILIF is also the official examination centre for all examinations under Chartered Institute for Securities & Investment (CISI), UK; Chartered Bankers Institute (CBI), UK; International Compliance Association (ICA) and The Accounting and Auditing Organisation for Islamic Financial Institutions (AAOIFI), Bahrain.

Over the past 10 years, BILIF has forged strategic partnerships with local and international organisations enabling us to bring professional programmes, expertise and opportunities to shape future leaders, experts and innovators in the areas of Islamic finance and leadership. More recently, BILIF has also established partnerships with Bahrain Institute of Banking and Finance (BIBF) and The London Institute of Banking & Finance (LIBF), both with the objective of bringing more quality learning opportunities for our participants in the areas of banking and finance. BILIF has been honoured with multiple international awards and accolades: The "Best Emerging Islamic Finance Training Institution – Brunei 2021" from the International Finance Awards 2022, "Best Islamic Finance Education & Training Brunei 2021" from the Global Banking & Finance Awards®, "Global Good Governance (3G) Human Resource Development Award 2022" received at the 7th Annual 3G Awards Ceremony and GIFA Excellence Award (Islamic Finance Training & Education) in 2022; The GIFA Excellence Award (Islamic Finance Training and Education) 2021 at the 11th Global Islamic Finance Awards (GIFA), the Award for "Contribution to Organisation" at the Asia HRD Awards in 2021; and the GIFA Excellence Award (Islamic Finance Training and Education) in 2019.

**74**

Events

**687**

Programmes  
and Examinations

**15,300+**

Participants

# INTERNATIONAL AWARD WINNING INSTITUTE







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*Alternatively, you can also whatsApp us at  
+673 8271140 to learn more about our offerings*