



Republic of the Philippines
Department of Finance
INSURANCE COMMISSION
1071 United Nations Avenue
Manila

Head Office:
P.O. Box 3589 Manila
FAX No. 522-14-34
Tel. Nos. 523-84-61 to 70
Website : www.insurance.gov.ph

**INSURANCE MEMORANDUM
CIRCULAR NO. 2-91**

Pursuant to the provisions of Sections 414 and 416 of the Insurance Code, the following rules are hereby promulgated:

**RULES OF PROCEDURE GOVERNING
HEARINGS BEFORE THE INSURANCE COMMISSION**

RULE 1

DEFINITION, CONSTRUCTION, AND SCOPE

Section 1. Definition – For purposes of these Rules, the word “Commission” shall refer to the Insurance Commission and the word “Commissioner” shall refer to the Insurance Commissioner.

Section 2. How Construed – These Rules shall be liberally construed in order to promote and attain the principal objective of adjudicating or settling claims and complaints and/or assisting the parties in obtaining a just, speedy and inexpensive determination of claims and complaints involving any loss, damage or liability for which an insurer may be answerable under any kind of policy or contract of insurance or for which such insurer may be liable under a contract of suretyship, or for which a reinsurer may be sued under any contract of reinsurance it may have entered into, or for which a mutual benefit association may be held liable under the membership certificates it has issued to its members.

Section 3. Scope – These rules shall govern hearings of such claims and complaints when the amount of any loss, damage or liability, excluding interest, costs and attorney’s fees, being claimed or sued upon any kind of insurance, bond, reinsurance contract, or membership certificate does not exceed in any single claim ONE HUNDRED THOUSAND PESOS (P 100,000.00).

RULE 2

PARTIES TO THE ACTION OR PROCEEDINGS

Section 1. Parties in Interest – Every action filed with the Commission must be prosecuted in the name of the real party in interest, who may be a natural or juridical person. The person who files a complaint with the Commission seeking relief from an insurance company or mutual benefit association doing business in the Philippines for any loss, damage or liability for which an insurer may be answerable under any kind of policy or contract of insurance, or for which such insurer may be liable under a contract

