



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



Circular Letter No.:	2019 - 69
Date:	22 November 2019

CIRCULAR LETTER

TO : ALL LIFE INSURANCE COMPANIES

SUBJECT : CHANGES IN THE APPROVED LIFE INSURANCE POLICY FORMS

WHEREAS, Section 232 of the Insurance Code, as amended, provides that “no policy, certificate or contract of insurance shall be issued or delivered within the Philippines unless in the form previously approved by the Commissioner, and no application form shall be used with, and no rider, clause, warranty or endorsement shall be attached to, printed or stamped upon such policy, certificate or contract unless the form of such application, rider, clause, warranty or endorsement has been approved by the Commissioner”;

WHEREAS, there is a need to provide guidelines on life insurance companies as to changes on the previously approved policy forms, endorsement and ancillary forms which will not require submission for approval of the forms;

NOW THEREFORE, pursuant to the powers vested in the Insurance Commissioner under Section 437 of the Insurance Code, as amended, the following are hereby promulgated:

1. The following changes in the previously approved policy form, endorsement and ancillary forms, herein collectively referred to as “policy forms”, can be effected by life insurance companies without need of prior approval”:
 - a. Legal and business name of company;
 - b. Company logo;
 - c. Principal and branch office address;
 - d. Email address;
 - e. Website address;
 - f. Telephone/contact numbers;
 - g. Name of signatory;