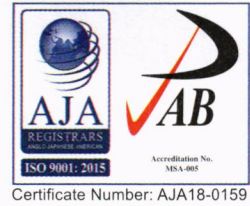




Republic of the Philippines  
Department of Finance  
**INSURANCE COMMISSION**  
1071 United Nations Avenue  
Manila



## NOTICE

Please be informed that the Insurance Commission will be conducting another demonstration on the proposed ELS Branch Module relative to the processing of application for approval of Establishment, Transfer, Change of Address or Closure of Branch, Satellite Office and/or Service Office of Insurance, Pre-need and HMO companies on 08 July 2019 at IC Computer Laboratory, Insurance Commission Building.

This is open to all those who failed to attend the first demonstration conducted last 27 June 2019.

In this regard, you are hereby requested to send one or two representative/s from your company. For the registration of the attendees, kindly accomplish the registration form using this link <https://forms.gle/1fwcnzE9xcSBERyM6>

For details and concerns, please contact our IT Division at trunk line nos. 523-84-61 to 70 local 107.

For your strict compliance.

Thank you.

Very truly yours,

ATTY. JOANNE FRANCES D.C. CASTRO  
Officer-In-Charge  
Licensing Division