



Advisory No.:	<b>RS-2022-015</b>
Classification:	<b>Regulatory and Supervisory Advisory</b>
Date:	<b>25 March 2022</b>

**INSURANCE COMMISSION ADVISORY**

**TO** : All Insurance Brokers, Reinsurance Brokers and Both Insurance and Reinsurance Brokers

**SUBJECT** : Reminders on the Online Submission of the 2021 Audited Financial Statements and Attachments

In connection with the implementation of Alert Level 1 in the National Capital Region effective 01 March 2022, the online filing and/or submission of the annual Audited Financial Statements and Attachments of the broker-regulated companies will be **31 May 2022, 5:00 PM** until further notice.

Prior to the submission, IC-regulated companies are expected to:

- a. update their user account/s and passwords in the IC Online Uploading Portal via: <https://onuploading.insurance.gov.ph/templates/login>; and
- b. follow the available payment options:
  - IC Cashier Section Operating Hours (MSS 2022-018);
  - IC Landbank ePayment System via: <https://www.lbp-eservices.com/egps/portal/index.jsp>.

For the complete guidelines on the online submission of requirements, please refer to IC Circular Letter No. 2021-23.

Should you have any concerns regarding this matter, you may contact the IC Brokers and Insurance Pools Division at [BrokersDiv@insurance.gov.ph](mailto:BrokersDiv@insurance.gov.ph) or at 8523-8461 local 132.

Please be guided accordingly. Thank you.

*Michael Jerome D. Inoncillo*  
 25 March 2022  
**MICHAEL JEROME D. INONCILLO**  
 Division Manager  
 Brokers and Insurance Pools Division