**Ref Circular :IRDA/F&A/CIR/GLD/161/09/2015 Dt.02.09.2015**

**Submission of returns for F&A Life through Business Analytics Project(BAP) Module.**

**LIFE - INSURERS**

|  |  |  |  |
| --- | --- | --- | --- |
| **FORM A-RA** | | | |
| **Name of the insurer:** | | | |
| **Registration no. And date of registration with the IRDAI** | | | |
| **Revenue Account for the year ended 31st march, 20\_\_\_.** | | | |
| **Policyholders’ Account (Technical Account) (Amount in Rs. Lakhs)** | | | |
| **Particulars** | **Schedule Ref.** | **Current Year** | **Previous Year** |
| **Premiums earned – net** |  |  |  |
| (a) Premium | **1** |  |  |
| (b) Reinsurance ceded |  |  |  |
| (c) Reinsurance accepted |  |  |  |
| **Income from Investments** |  |  |  |
| (a) Interest, Dividends & Rent – Gross |  |  |  |
| (b) Profit on sale/redemption of investments |  |  |  |
| (c) (Loss on sale/ redemption of investments) |  |  |  |
| (d)Transfer/Gain on revaluation/change in fair value  1 |  |  |  |
| (e) Amortisation of Premium / Discount on investments |  |  |  |
| **Other Income (to be specified)** |  |  |  |
| **Contribution from Shareholders' A/c** |  |  |  |
| (a) Towards Excess Expenses of Management 2 |  |  |  |
| (b) Towards remuneration of MD/CEO/WTD/Other  KMPs 3 |  |  |  |
| (c) Others |  |  |  |
| **TOTAL (A)** |  |  |  |
| **Commission** | **2** |  |  |
| **Operating Expenses related to Insurance Business** | **3** |  |  |
| Provision for doubtful debts |  |  |  |
| Bad debts written off |  |  |  |
| Provision for Tax |  |  |  |
| **Provisions (other than taxation)** |  |  |  |
| (a) For diminution in the value of investments (Net) |  |  |  |
| (b) For others (to be specified) |  |  |  |
| Goods and Services Tax on ULIP Charges |  |  |  |
| **TOTAL (B)** |  |  |  |
| **Benefits Paid (Net)** | **4** |  |  |
| **Interim Bonuses Paid** |  |  |  |
| **Change in valuation of liability in respect of life policies** |  |  |  |
| (a) Gross 4 |  |  |  |
| (b) Amount ceded in Reinsurance |  |  |  |
| (c) Amount accepted in Reinsurance |  |  |  |
| (d) Fund Reserve for Linked Policies |  |  |  |
| (e) Fund for Discontinued Policies |  |  |  |
| **TOTAL (C)** |  |  |  |
| **SURPLUS/ (DEFICIT) (D) =(A)-(B)-(C)** 5 |  |  |  |
| Amount transferred from Shareholders' Account (Non-technical Account)6 |  |  |  |
| **Amount available for appropriation** |  |  |  |
| **Appropriations** |  |  |  |
| Transfer to Shareholders’ Account |  |  |  |
| Transfer to Other Reserves (to be specified) |  |  |  |
| Balance being Funds for Future Appropriations |  |  |  |
| **TOTAL** |  |  |  |

* + 1. Represents the deemed realised gain as per specified norms.
    2. In case expenses of management exceeds the limits prescribed by the regulations,
    3. In case annual remuneration exceeds the specified limit,
    4. Represents Mathematical Reserves after allocation of bonus 5 The total surplus shall be disclosed separately with the following details:
       1. Interim Bonuses Paid:
       2. Allocation of Bonus to policyholders:
       3. Surplus shown in the Revenue Account:
       4. Total Surplus: [(a)+(b)+(c)].

6 In case of deficit in the Revenue Account Note:

* + 1. Reinsurance premiums whether on business ceded or accepted are to be brought into account gross (i.e. before deducting commissions) under the head reinsurance premiums.
    2. Items of income in excess of one percent of the total premiums (less reinsurance) or Rs.5,00,000 whichever is higher, shall be shown as a separate line item.
    3. Interest, dividends and rentals receivable in connection with an investment should be stated as gross amount, the amount of income tax deducted at source being included under 'advance taxes paid and taxes deducted at source”.
    4. Income from rent shall include only the realised rent. It shall not include any notional rent.
    5. Under the sub-head "Other Income" items like foreign exchange gains or losses and other items shall be included.

|  |  |  |  |  |  |
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| **FORM A-PL** | | | | |  |
| **Name of the Insurer:** | | | | |  |
| **Registration No. and Date of Registration with the IRDAI** | | | | |  |
| **Profit & loss account for the year ended 31st March, 20\_\_\_.** | | | | |  |
| **Shareholders’ Account (Non-technical Account) (Amount in Rs. Lakhs)** | | | | |  |
| **Particulars** | | **Schedule**  **Ref.** | **Current Year** | | **Previous Year** |
| **Amounts transferred from the Policyholders Account (Technical Account)** | |  |  | |  |
| **Income from Investments** | |  |  | |  |
| (a) Interest, Dividends & Rent – Gross | |  |  | |  |
| (b) Profit on sale/redemption of investments | |  |  | |  |
| (c) (Loss on sale/ redemption of investments) | |  |  | |  |
| (d) Amortisation of Premium / Discount on Investments | |  |  | |  |
| **Other Income (to be specified)** | |  |  | |  |
| TOTAL (A) | |  |  | |  |
| **Expense other than those directly related to the insurance business** | |  |  | |  |
| **Contribution to Policyholders' A/c** | |  |  | |  |
| (a) Towards Excess Expenses of Management1 | |  |  | |  |
| (b) Towards remuneration of MD/CEO/WTD/Other KMPs 2 | |  |  | |  |
| (c) Others | |  |  | |  |
| Interest on subordinated debt | |  |  | |  |
| Expenses towards CSR activities | |  |  | |  |
| Penalties | |  |  | |  |
| Bad debts written off | |  |  | |  |
| Amount Transferred to Policyholders' Account3 | |  |  | |  |
| **Provisions (Other than taxation)** | |  |  | |  |
| (a) For diminution in the value of investments (Net) | |  |  | |  |
| (b) Provision for doubtful debts | |  |  | |  |
| (c) Others (to be specified) | |  |  | |  |
| **TOTAL (B)** | |  |  | |  |
| Profit/ (Loss) before tax | |  |  | |  |
| Provision for Taxation | |  |  | |  |
| Profit / (Loss) after tax | |  |  | |  |
| **APPROPRIATIONS** | |  |  | |  |
| (a) Balance at the beginning of the year. | |  |  | |  |
| (b) Interim dividend paid | |  |  | |  |
| (c) Final dividend paid | |  |  | |  |
| (d) Transfer to reserves/ other accounts (to be specified) | |  |  | |  |
| **Profit/Loss carried forward to Balance Sheet** | |  |  | |  |
|  | 1 In case expenses of management exceeds the limits prescribed by the regulations, | | |  | |

1. In case annual remuneration exceeds the specified limit,
2. In case of deficit in the Revenue Account

Note:

1. Interest, dividends and rentals receivable in connection with an investment should be stated as gross amount, the amount of income tax deducted at source being included under 'advance taxes paid and taxes deducted at source”.
2. Income from rent shall include only the realised rent. It shall not include any notional rent.

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| **FORM A-BS** | | |  |
| **Name of the Insurer:** | | |  |
| **Registration No. and Date of Registration with the IRDAI** | | |  |
| **Balance sheet as at 31st March, 20\_\_\_\_. (Amount in Rs. Lakhs)** | | |  |
| **Particulars** | **Schedule Ref.** | **Current Year** | **Previous Year** |
| **Sources of funds** |  |  |  |
| **Shareholders’ funds:** |  |  |  |
| Share capital | 5 & 5A |  |  |
| Share application money pending allotment |  |  |  |
| Reserves and surplus | 6 |  |  |
| Credit/[debit] fair value change account |  |  |  |
| **Sub-total** |  |  |  |
| **Borrowings** | 7 |  |  |
| **Policyholders’ funds:** |  |  |  |
| Credit/[debit] fair value change account |  |  |  |
| Policy liabilities |  |  |  |
| **Funds for discontinued policies:** |  |  |  |
| (i) Discontinued on Account of Non-Payment Of Premiums |  |  |  |
| (ii) others |  |  |  |
| Insurance reserves1 |  |  |  |
| Provision for linked liabilities |  |  |  |
| **Sub-total** |  |  |  |
| **Funds for future appropriations** |  |  |  |
| Linked |  |  |  |
| Non-linked (non-par) |  |  |  |
| Non-linked (par) |  |  |  |
| **Deferred tax liabilities (net)** |  |  |  |
| **Total** |  |  |  |
| **Application of funds** |  |  |  |
| **Investments** |  |  |  |
| Shareholders’ | 8 |  |  |
| Policyholders’ | 8A |  |  |
| **Assets held to cover linked liabilities** | 8B |  |  |
| **Loans** | 9 |  |  |
| **Fixed assets** | 10 |  |  |
| **Deferred tax assets (net)** |  |  |  |
| **Current assets** |  |  |  |
| Cash and bank balances | 11 |  |  |
| Advances and other assets | 12 |  |  |
| **Sub-total (a)** |  |  |  |
| **Current liabilities** | 13 |  |  |
| **Provisions** | 14 |  |  |
| **Sub-total (b)** |  |  |  |
| **Net current assets (c) = (a – b)** |  |  |  |
| **Miscellaneous expenditure (to the extent not written off or adjusted)** | 15 |  |  |
| **Debit balance in profit & loss account (shareholders’ account)** |  |  |  |
| **Defict in Revenue Account (policyholders' account)** |  |  |  |
| **Total** |  |  |  |

***1 the Insurance Reserves cannot be a negative figure***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Contingent Liabilities (Amount in Rs. Lakhs)** | | | | | |  |
|  | | **Particulars** | |  | **Current Year** | **Previous Year** |
| 1 | | Partly paid-up investments | |  |  |  |
| 2 | | Claims, other than against policies, not acknowledged as debts by the company | |  |  |  |
| 3 | | Underwriting commitments outstanding (in respect of shares and securities) (a) | |  |  |  |
| 4 | | Guarantees given by or on behalf of the Company | |  |  |  |
| 5 | | Statutory demands/ liabilities in dispute, not provided for | |  |  |  |
| 6 | | Reinsurance obligations to the extent not provided for in accounts | |  |  |  |
| 7 | | Others (to be specified) | |  |  |  |
|  | | (a) | |  |  |  |
|  | | (b) | |  |  |  |
|  | | **TOTAL** | |  |  |  |
|  | Note: | |  | | |  |

1. Underwriting commitments outstanding- Commitments to underwrite the subscription to a new issue of shares, but the liability for which is contingent upon the issue not being fully subscribed. It is, however, clarified that insurers are presently not permitted to underwrite issues.
2. Re-insurance obligations - it includes obligations under reinsurance contracts with the insurer in respect of which, there are subsisting obligations as at the balance sheet date but for valid reasons, the insurer has not made any provision.

**SCHEDULES FORMING PART OF FINANCIAL STATEMENTS**

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 1** | |  |  |
| **Premium** | |  |  |
|  |  | **(Amount in Rs. Lakhs)** | |
|  | **PARTICULARS** | **Current Year** | **Previous Year** |
| 1 | First year premiums |  |  |
| 2 | Renewal Premiums |  |  |
| 3 | Single Premiums |  |  |
|  | TOTAL PREMIUM |  |  |
|  | Premium Income from Business written : |  |  |
|  | In India |  |  |
|  | Outside India |  |  |
|  | Notes:- | | |
|  | a) Premium income received from business concluded in and outside India shall be separately disclosed. | | |
|  | b) Premium to be reported excluding Goods & service tax. | | |

|  |  |  |  |
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| **SCHEDULE 2** | | |  |
| **Commission Expenses (Amount in Rs. Lakhs)** | | |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
|  | **Commission** |  |  |
|  | Direct – First year premiums |  |  |
|  | - Renewal premiums |  |  |
|  | - Single premiums |  |  |
|  | **Gross Commission** |  |  |
|  | Add: Commission on Re-insurance Accepted |  |  |
|  | Less: Commission on Re-insurance Ceded |  |  |
|  | **Net Commission** |  |  |
|  | **TOTAL** |  |  |
|  | **Channel wise break-up of Commission (Excluding**  **Reinsurance commission):** |  |  |
|  | Individual agents |  |  |
|  | Corporate Agents-Banks/FII/HFC |  |  |
|  | Corporate Agents -Others |  |  |
|  | Brokers |  |  |
|  | Micro Agents |  |  |
|  | Direct Business - Online1 |  |  |
|  | Direct Business - Others |  |  |
|  | Common Service Centre (CSC) |  |  |
|  | Web Aggregators |  |  |
|  | IMF |  |  |
|  | Point of Sales (Direct) |  |  |
|  | Others (Please Specify) |  |  |
|  | **Commission (Excluding**  **Reinsurance) Business written:** |  |  |
|  | In India |  |  |
|  | Outside India |  |  |

1

Commission on Business procured through Company website

Note:

Profit Commission should be adjusted with the Reinsurance ceded/ accepted and should not be shown in the Schedule of Commission Expenses

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 3** | | |  |
| **Operating Expenses Related to Insurance Business (Amount in Rs. Lakhs)** | | |  |
|  |  |  |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Employees’ remuneration & welfare benefits |  |  |
| 2 | Travel, conveyance and vehicle running expenses |  |  |
| 3 | Training expenses |  |  |
| 4 | Rents, rates & taxes |  |  |
| 5 | Repairs |  |  |
| 6 | Printing & stationery |  |  |
| 7 | Communication expenses |  |  |
| 8 | Legal & professional charges |  |  |
| 9 | Medical fees |  |  |
| 10 | Auditors' fees, expenses etc |  |  |
|  | a) as auditor |  |  |
| b) as adviser or in any other capacity, in respect of |  |  |
| (i) Taxation matters |  |  |
| (ii) Insurance matters |  |  |
| (iii) Management services; and |  |  |
| c) in any other capacity |  |  |
| 11 | Advertisement and publicity |  |  |
| 12 | Interest & Bank Charges |  |  |
| 13 | Depreciation |  |  |
| 14 | Brand/Trade Mark usage fee/charges |  |  |
| 15 | Business Development and Sales Promotion Expenses |  |  |
| 16 | Stamp duty on policies |  |  |
| 17 | Information Technology Expenses |  |  |
| 18 | Goods and Services Tax (GST) |  |  |
| 19 | Others (to be specified) |  |  |
|  |  |  |  |
|  | **TOTAL** |  |  |
|  | **Operating Expenses Related to Insurance Business** |  |  |
|  | In India |  |  |
|  | Outside India |  |  |

Note:

1. Items of expenses in excess of one percent of the total premiums (less reinsurance) or Rs.5,00,000 whichever is higher, shall be shown as a separate line item.
2. Expenses paid for various outsourcing activities/arrangements are to be booked under relevant line item on the basis of nature of services availed and not to be shown as "Outsourcing Expenses"

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| **SCHEDULE 4** | |  |  |
| **Benefits Paid [Net] (Amount in Rs. Lakhs)** | |  |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
|  | 1. Insurance Claims |  |  |
|  | (a) Claims by Death |  |  |
| (b) Claims by Maturity |  |  |
| (c) Annuities/Pension payment |  |  |
| (d) Periodical Benefit |  |  |
| (e) Health |  |  |
| (f) Surrenders |  |  |
| (g) any other (please specify) |  |  |
|  |  |  |
| **Benefits Paid (Gross)** |  |  |
| In India |  |  |
| Outside India |  |  |
|  |  |  |
|  | 2. (Amount ceded in reinsurance): |  |  |
| (a) Claims by Death |  |  |
| (b) Claims by Maturity |  |  |
| (c) Annuities/Pension payment |  |  |
| (d) Periodical Benefit |  |  |
| (e) Health |  |  |
| (f) any other (please specify) |  |  |
|  |  |  |
|  | 3. Amount accepted in reinsurance: |  |  |
| (a) Claims by Death |  |  |
| (b) Claims by Maturity |  |  |
| (c) Annuities/Pension payment |  |  |
| (d) Periodical Benefit |  |  |
| (e) Health |  |  |
| (f) any other (please specify) |  |  |
|  |  |  |
|  | **Benefits Paid (Net)** |  |  |
|  | In India |  |  |
|  | Outside India |  |  |

Note:

1. Claims incurred shall comprise claims paid, specific claims settlement costs wherever applicable and change in the outstanding provision for claims
2. Fees and expenses connected with claims shall be included in claims.
3. Legal and other fees and expenses shall also form part of the claims cost, wherever applicable.

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 5** | | |  |
| **Share Capital (Amount in Rs. Lakhs)** | | |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
| **1** | **Authorised Capital** |  |  |
|  | Equity Shares of Rs..... each |  |  |
|  | Preference Shares of Rs..... each |  |  |
| **2** | **Issued Capital** |  |  |
|  | Equity Shares of Rs..... each |  |  |
|  | Preference Shares of Rs..... each |  |  |
| **3** | **Subscribed Capital** |  |  |
|  | Equity Shares of Rs.....each |  |  |
|  | Preference Shares of Rs..... each |  |  |
| **4** | **Called-up Capital** |  |  |
|  | Equity Shares of Rs.....each |  |  |
|  | Less : Calls unpaid |  |  |
|  | Add : Shares forfeited (Amount originally paid up) |  |  |
|  | Less : Par value of Equity Shares bought back |  |  |
|  | Less : Preliminary Expenses |  |  |
|  | Expenses including commission or brokerage on |  |  |
|  | Underwriting or subscription of shares |  |  |
|  | Preference Shares of Rs..... each |  |  |
|  | **TOTAL** |  |  |

Note:

1. Particulars of the different classes of capital should be separately stated.
2. The amount capitalised on account of issue of bonus shares should be disclosed.
3. In case any part of the capital is held by a holding company, the same should be separately disclosed.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SCHEDULE 5A** | | |  | |
| **Pattern of Shareholding**  [As certified by the Management] | | |  | |
| **Shareholder** | **Current Year** | | **Previous Year** | |
|  | **Number of Shares** | **% of Holding** | **Number of Shares** | **% of Holding** |
| **Promoters** |  |  |  |  |
| · Indian |  |  |  |  |
| · Foreign |  |  |  |  |
|  |  |  |  |  |
| **Investors1** |  |  |  |  |
| · Indian |  |  |  |  |
| · Foreign |  |  |  |  |
| **Others(to be specified)** 2 |  |  |  |  |
| · Indian |  |  |  |  |
| · Foreign |  |  |  |  |
| **TOTAL** |  |  |  |  |

1. Investors as defined under IRDAI regulations as amended from time to time
2. Others may include ESOPs etc.

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 6** | | |  |
| **Reserves and Surplus (Amount in Rs. Lakhs)** | | |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Capital Reserve |  |  |
| 2 | Capital Redemption Reserve |  |  |
| 3 | Share Premium |  |  |
| 4 | Revaluation Reserve |  |  |
| 5 | General Reserves |  |  |
|  | Less: Amount utilized for Buy-back of shares |  |  |
|  | Less: Amount utilized for issue of Bonus shares |  |  |
| 6 | Catastrophe Reserve |  |  |
| 7 | Other Reserves (to be specified) |  |  |
| 8 | Balance of profit in Profit and Loss Account |  |  |
|  | **TOTAL** |  |  |

Note:

a) Additions to and deductions from the reserves shall be disclosed under each of the specified heads.

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 7** | | |  |
| **Borrowings (Amount in Rs. Lakhs)** | | |  |
| **Sl. No.** | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Debentures/ Bonds |  |  |
| 2 | From Banks |  |  |
| 3 | From Financial Institutions |  |  |
| 4 | From Others (to be specified) |  |  |
|  |  |  |  |
|  | **TOTAL** |  |  |

Note:

1. The extent to which the borrowings are secured shall be separately disclosed stating the nature of the security under each sub-head, as given below.
2. Amounts due within 12 months from the date of Balance Sheet should be shown separately.
3. Debentures include NCDs issued as per IRDAI regulations as amended from time to time

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Disclosure for Secured Borrowings (Refer Note a)** | | |  |  |
|  |  |  | **(Amount in Rs. Lakhs)** | |
| **Sl.No.** | **Source / Instrument** | **Amount Borrowed** | **Amount of Security** | **Nature of Security** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| … |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 8** | | |  |
| **Investments-Shareholders (Amount in Rs. Lakhs)** | | |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
|  | **Long Term Investments** |  |  |
| 1 | Government securities and Government  guaranteed bonds including Treasury Bills |  |  |
| 2 | Other Approved Securities |  |  |
| 3 | Other Investments |  |  |
|  | (a) Shares |  |  |
|  | (aa) Equity |  |  |
| (bb) Preference |  |  |
| (b) Mutual Funds |  |  |
| (c) Derivative Instruments |  |  |
| (d) Debentures/ Bonds |  |  |
| (e) Other Securities (to be specified) |  |  |
| (f) Subsidiaries |  |  |
| Investment Properties-Real Estate |  |  |
| 4 | Investments in Infrastructure and Housing Sector |  |  |
| 5 | Other than Approved Investments |  |  |
|  | **Short Term Investments** |  |  |
| 1 | Government securities and Government  guaranteed bonds including Treasury Bills |  |  |
| 2 | Other Approved Securities |  |  |
| 3 | Other Investments |  |  |
|  | (a) Shares |  |  |
| (aa) Equity |  |  |
| (bb) Preference |  |  |
| (b) Mutual Funds |  |  |
| (c) Derivative Instruments |  |  |
| (d) Debentures/ Bonds |  |  |
| (e) Other Securities (to be specified) |  |  |
| (f) Subsidiaries |  |  |
| Investment Properties-Real Estate |  |  |
| 4 | Investments in Infrastructure and Housing Sector |  |  |
| 5 | Other than Approved Investments |  |  |
|  | **TOTAL** |  |  |

Note: See Notes appended at the end of Schedule 8B.

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 8-A** | | |  |
| **Investments-Policyholders** **(Amount in Rs. Lakhs)** | | |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
|  | **Long Term Investments** |  |  |
| 1 | Government securities and Government  guaranteed bonds including Treasury Bills |  |  |
| 2 | Other Approved Securities |  |  |
| 3 | (a) Shares |  |  |
| (aa) Equity |  |  |
| (bb) Preference |  |  |
| (b) Mutual Funds |  |  |
| (c) Derivative Instruments |  |  |
| (d) Debentures/ Bonds |  |  |
| (e) Other Securities (to be specified) |  |  |
| (f) Subsidiaries |  |  |
| (g) Investment Properties-Real Estate |  |  |
| 4 | Investments in Infrastructure and Housing Sector |  |  |
| 5 | Other than Approved Investments |  |  |
|  | **Short Term Investments** |  |  |
| 1 | Government securities and Government  guaranteed bonds including Treasury Bills |  |  |
| 2 | Other Approved Securities |  |  |
| 3 | (a) Shares |  |  |
| (aa) Equity |  |  |
| (bb) Preference |  |  |
| (b) Mutual Funds |  |  |
| (c) Derivative Instruments |  |  |
| (d) Debentures/ Bonds |  |  |
| (e) Other Securities (to be specified) |  |  |
| (f) Subsidiaries |  |  |
| (g) Investment Properties-Real Estate |  |  |
| 4 | Investments in Infrastructure and Housing Sector |  |  |
| 5 | Other than Approved Investments |  |  |
|  | **TOTAL** |  |  |

Note: See Notes appended at the end of Schedule 8B.

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 8B** | | | |
| **Assets Held To Cover Linked Liabilities (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
|  | **Long Term Investments** |  |  |
| 1 | Government securities and Government guaranteed bonds including Treasury Bills |  |  |
| 2 | Other Approved Securities |  |  |
| 3 | (a) Shares |  |  |
| (aa) Equity |
| (bb) Preference |
| (b) Mutual Funds |
| (c) Derivative Instruments |
| (d) Debentures/ Bonds |
| (e) Other Securities (to be specified) |
| (f) Subsidiaries |
| (g) Investment Properties-Real Estate |
| 4 | Investments in Infrastructure and Housing Sector |  |  |
| 5 | Other than Approved Investments |  |  |
|  | **Short Term Investments** |  |  |
| 1 | Government securities and Government guaranteed bonds including Treasury  Bills |  |  |
| 2 | Other Approved Securities |  |  |
| 3 | (a) Shares |  |  |
| (aa) Equity |
| (bb) Preference |
| (b) Mutual Funds |
| (c ) Derivative Instruments |
| (d) Debentures/ Bonds |
| (e) Other Securities (to be specified) |
| (f) Subsidiaries |
| (g) Investment Properties-Real Estate |
| 4 | Investments in Infrastructure and Housing Sector |  |  |
| 5 | Other than Approved Investments |  |  |
| 6 | Other Current Assets (Net) |  |  |
|  | **TOTAL** |  |  |

Notes (Applicable to Schedules 8, 8-A & 8-B)

1. Investments in subsidiary/holding companies, joint ventures and associates shall be separately disclosed, at cost.

i) Holding company and subsidiary shall be construed as defined in the Companies Act, 2013. ii) Joint Venture is a contractual arrangement whereby two or more parties undertake an economic activity, which is subject to joint control.

* 1. Joint control - is the contractually agreed sharing of power to govern the financial and operating policies of an economic activity to obtain benefits from it.
  2. Associate - is an enterprise in which the company has significant influence and which is neither a subsidiary nor a joint venture of the company.
  3. Significant influence (for the purpose of this schedule) -means participation in the financial and operating policy decisions of a company, but not control of those policies. Significant influence may be exercised in several ways, for example, by representation on the board of directors, participation in the policymaking process, material inter-company transactions, interchange of managerial personnel or dependence on technical information. Significant influence may be gained by share ownership, statute or agreement. As regards share ownership, if an investor holds, directly or indirectly through subsidiaries, 20 percent or more of the voting power of the investee, it is presumed that the investor does have significant influence, unless it can be clearly demonstrated that this is not the case. Conversely, if the investor holds, directly or indirectly through subsidiaries, less than 20 percent of the voting power of the investee, it is presumed that the investor does not have significant influence, unless such influence is clearly demonstrated. A substantial or majority ownership by another investor does not necessarily preclude an investor from having significant influence.

1. Aggregate amount of company's investments other than listed equity securities and derivative instruments and also the market value thereof shall be disclosed.
2. Investment made out of Catastrophe reserve should be shown separately.
3. Debt securities will be considered as “held to maturity” securities and will be measured at historical costs subject to amortisation
4. Investment Property means a property [land or building or part of a building or both] held to earn rental income or for capital appreciation or for both, rather than for use in services or for administrative purposes.
5. Investments maturing within twelve months from balance sheet date and investments made with the specific intention to dispose of within twelve months from balance sheet date shall be classified as shortterm investments

# Disclosure for Schedules 8, 8A & 8B

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Aggregate value of Investments other than Listed Equity Securities and Derivative Instruments** | | | | | | | | |
| **(Amount in Rs. Lakhs)** | | | | | | | | |
| **Particulars** | **Shareholders** | | **Policyholders** | | **Assets held to cover Linked**  **Liabilities** | | **Total** | |
| **Current Year** | **Previous Year** | **Current Year** | **Previous Year** | **Current Year** | **Previous Year** | **Current Year** | **Previous Year** |
| **Long Term Investments:** |  |  |  |  |  |  |  |  |
| Book Value |  |  |  |  |  |  |  |  |
| Market Value |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Short Term Investments:** |  |  |  |  |  |  |  |  |
| Book Value |  |  |  |  |  |  |  |  |
| Market Value |  |  |  |  |  |  |  |  |

Note: Market Value in respect of Shareholders and Policyholders investments should be arrived as per the guidelines prescribed for linked business investments as specified

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 9** | | |  |
| **Loans (Amount in Rs. Lakhs)** | | |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | **Security-Wise Classification** |  |  |
|  | Secured |  |  |
|  | (a) On mortgage of property |  |  |
| (aa) In India |  |  |
| (bb) Outside India |  |  |
|  | (b) On Shares, Bonds, Govt. Securities, etc. |  |  |
|  | (c) Loans against policies |  |  |
|  | (d) Others (to be specified) |  |  |
|  | Unsecured |  |  |
|  | **TOTAL** |  |  |
| 2 | **Borrower-Wise Classification** |  |  |
|  | (a) Central and State Governments |  |  |
|  | (b) Banks and Financial Institutions |  |  |
|  | (c) Subsidiaries |  |  |
|  | (d) Companies |  |  |
|  | (e) Loans against policies |  |  |
|  | (f) Others (to be specified) |  |  |
|  | **TOTAL** |  |  |
| 3 | **Performance-Wise Classification** |  |  |
|  | (a) Loans classified as standard |  |  |
| (aa) In India |  |  |
| (bb) Outside India |  |  |
| (b) Non-standard loans less provisions |  |  |
| (aa) In India |  |  |
| (bb) Outside India |  |  |
|  | **TOTAL** |  |  |
| 4 | **Maturity-Wise Classification** |  |  |
|  | (a) Short Term |  |  |
|  | (b) Long Term |  |  |
|  | **TOTAL** |  |  |

Note:

1. Short-term loans shall include those, which are repayable within 12 months from the date of balance sheet. Long term loans shall be the loans other than short-term loans.
2. Provisions against non-performing loans shall be shown separately.
3. The nature of the security in case of all long term secured loans shall be specified in each case. Secured loans for the purposes of this schedule, means loans secured wholly or partly against an asset of the company.
4. Loans considered doubtful and the amount of provision created against such loans shall be disclosed.

|  |  |  |  |
| --- | --- | --- | --- |
| **Provisions against Non-performing Loans** | | |  |
|  | **Non-Performing Loans** | **Loan Amount (Rs. Lakhs)** | **Provision (Rs. Lakhs)** |
|  | Sub-standard |  |  |
|  | Doubtful |  |  |
|  | Loss |  |  |
|  | **Total** |  |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **SCHEDULE 10** | | | | | | | | | | |
| **Fixed Assets (Amount in Rs. Lakhs)** | | | | | | | | | | |
| **Particulars** | **Cost/ Gross Block** | | | | **Depreciation** | | | | **Net Block** | |
|  | Openi ng | Additi ons | Dedu  ctions | Closi ng | Up to  Last  Year | For  The  Period | On  Sales/  Adjustm ents | To Date | Curr ent  Year | Previous  Year |
| Goodwill |  |  |  |  |  |  |  |  |  |  |
| Intangibles (specify) |  |  |  |  |  |  |  |  |  |  |
| Land-Freehold |  |  |  |  |  |  |  |  |  |  |
| Leasehold Property |  |  |  |  |  |  |  |  |  |  |
| Buildings |  |  |  |  |  |  |  |  |  |  |
| Furniture & Fittings |  |  |  |  |  |  |  |  |  |  |
| Information  Technology  Equipment |  |  |  |  |  |  |  |  |  |  |
| Vehicles |  |  |  |  |  |  |  |  |  |  |
| Office  Equipment |  |  |  |  |  |  |  |  |  |  |
| Others (Specify nature) |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |  |  |  |  |  |
| Work in progress |  |  |  |  |  |  |  |  |  |  |
| **Grand Total** |  |  |  |  |  |  |  |  |  |  |
| **Previous Year** |  |  |  |  |  |  |  |  |  |  |

Note: Assets included in land, property and building above exclude Investment Properties as defined in note (e) to Schedule 8

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 11** | | | |
| **Cash and Bank Balances (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Cash (including cheques1, drafts and stamps) |  |  |
| 2 | Bank Balances |  |  |
|  | (a) Deposit Accounts |  |  |
| (aa) Short-term (due within 12 months of the date of Balance Sheet) |  |  |
| (bb) Others |  |  |
| (b) Current Accounts |  |  |
| (c) Others (to be specified) |  |  |
| 3 | Money at Call and Short Notice |  |  |
|  | (a) With Banks |  |  |
| (b) With other Institutions |  |  |
| 4 | Others (to be specified) |  |  |
|  |  |  |  |
|  | **TOTAL** |  |  |
|  | Balances with non-scheduled banks included in 2 and 3 above |  |  |
|  | **Cash & Bank Balances** |  |  |
|  | In India |  |  |
|  | Outside India |  |  |
|  | **TOTAL** |  |  |

1

Cheques on hand amount to Rs.\_\_\_\_\_\_\_\_\_(in Lakhs)

Corresponding period of Previous year Rs. \_\_\_\_\_\_\_\_\_\_\_(in Lakhs)

Note: Bank balance may include remittances in transit. If so, the nature and amount shall be separately stated.

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 12** | | | |
| **Advances and Other Assets (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
|  | **Advances** |  |  |
| 1 | Reserve deposits with ceding companies |  |  |
| 2 | Application money for investments |  |  |
| 3 | Prepayments |  |  |
| 4 | Advances to Directors/Officers |  |  |
| 5 | Advance tax paid and taxes deducted at source (Net of provision for taxation) |  |  |
| 6 | Goods & Service tax credit |  |  |
| 7 | Others (to be specified) |  |  |
|  |  |  |  |
|  | **TOTAL (A)** |  |  |
|  | **Other Assets** |  |  |
| 1 | Income accrued on investments |  |  |
| 2 | Outstanding Premiums |  |  |
| 3 | Agents’ Balances |  |  |
| 4 | Foreign Agencies Balances |  |  |
| 5 | Due from other entities carrying on insurance business (including reinsurers) |  |  |
| 6 | Due from subsidiaries / holding company |  |  |
| 7 | Investments held for Unclaimed Amount of Policyholders |  |  |
| 8 | Interest on investments held for Unclaimed Amount of Policyholders |  |  |
| 9 | Others (to be specified) |  |  |
|  |  |  |  |
|  | **TOTAL (B)** |  |  |
|  | **TOTAL (A+B)** |  |  |

Note:

(a) The items under the above heads shall not be shown net of provisions for doubtful amounts. The amount of provision against each head should be shown separately.

(b)The term ‘officer’ should conform to the definition of that term as given under the Companies Act, 2013

(c) Sundry debtors will be shown under item 9 (Others)

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 13** | | | |
| **Current Liabilities (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Agents’ Balances |  |  |
| 2 | Balances due to other insurance companies |  |  |
| 3 | Deposits held on re-insurance ceded |  |  |
| 4 | Premiums received in advance |  |  |
| 5 | Unallocated premium |  |  |
| 6 | Sundry creditors |  |  |
| 7 | Due to subsidiaries/ holding company |  |  |
| 8 | Claims Outstanding |  |  |
| 9 | Annuities Due |  |  |
| 10 | Due to Officers/ Directors |  |  |
| 11 | Unclaimed Amount of policyholders |  |  |
| 12 | Income accrued on Unclaimed amounts |  |  |
| 13 | Interest payable on debentures/bonds |  |  |
| 14 | Goods and Service tax Liabilities |  |  |
| 15 | Others (to be specified) |  |  |
|  |  |  |  |
|  | **TOTAL** |  |  |
| **Details of Unclaimed Amounts and Investment Income thereon**  **(Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
|  | Opening Balance as at 1st April |  |  |
|  | Add: Amount transferred to unclaimed amount |  |  |
|  | Add: Cheques issued out of the unclaimed amount but not encashed by the  policyholders (To be included only when the cheques are stale) |  |  |
|  | Add: Investment Income on Unclaimed Fund |  |  |
|  | Less: Amount of claims paid during the year |  |  |
|  | Less: Amount transferred to SCWF during the year (net of claims paid in respect of amounts transferred earlier) |  |  |
|  | Closing Balance of Unclaimed Amount as at 31st March |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 14** | | |  |
| **Provisions (Amount in Rs. Lakhs)** | | |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | For Taxation (less payments and taxes deducted at source) |  |  |
| 2 | For Employee Benefits |  |  |
| 3 | For Others (To be specified) |  |  |
|  | **TOTAL** |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SCHEDULE 15** | | | | | |
| **Miscellaneous Expenditure**  **(To the extent not written off or adjusted) (Amount in Rs. Lakhs)** | | | | | |
|  | **Particulars** |  |  | **Current Year** | **Previous Year** |
| 1 | Discount Allowed in issue debentures | of | shares/ |  |  |
| 2 | Others (to be specified) |  |  |  |  |
|  |  |  |  |  |  |
|  | **TOTAL** |  |  |  |  |

**Note:**

1. No item shall be included under the head "Miscellaneous Expenditure" and carried forward unless: 1. some benefit from the expenditure can reasonably be expected to be received in future, and

2. the amount of such benefit is reasonably determinable.

The amount to be carried forward in respect of any item included under the head "Miscellaneous Expenditure" shall not exceed the expected future revenue/other benefits related to the expenditure.

**Ref Circular :IRDA/F&I/MISC/CIR/026/02/2015 Dt.05.02.2015**

**Submission of returns for F&A Non-Life (Non Life Including GIC) through Business Analytics Project(BAP) Module on Quarterly basis.**

**Email Dt.20.02.2023 for Filing Returns of FRBs in BAP on Half Yearly Basis.**

**List of Returns:**

**NON-LIFE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FORM B-RA** | | | | |
| **Name of the Insurer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Registration No.\_\_\_\_\_\_\_ and Date of Registration with the IRDAI\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Revenue Account for Fire Segment for the year ended 31st march, 20....**  **(Amount in Rs. Lakhs)** | | | | |
|  | **Particulars** | **Schedule**  **Ref.** | **Current Year** | **Previous Year** |
| 1 | Premiums earned (Net) | 1 |  |  |
| 2 | Profit/ Loss on sale/ redemption of Investments |  |  |  |
| 3 | Interest, Dividend & Rent – Gross  **Note 1** |  |  |  |
| 4 | Other |  |  |  |
|  | (a) Other Income (to be specified)  (i)………..  (ii)………... |  |  |  |
|  | (b) Contribution from the Shareholders' Account   1. Towards Excess   Expenses of Management 1   1. Towards remuneration of MD/CEO/WTD/Other   KMPs 2   1. Others (please specify) |  |  |  |
|  | **TOTAL (A)** |  |  |  |
| 5 | Claims Incurred (Net) | 2 |  |  |
| 6 | Commission | 3 |  |  |
| 7 | Operating Expenses related to Insurance Business | 4 |  |  |
|  |  |  |  |  |
|  | **TOTAL (B)** |  |  |  |
| 8 | **Operating Profit/(Loss)**  **C= (A - B)** |  |  |  |
| 9 | **Appropriations** |  |  |  |
|  | Transfer to Shareholders’ Account |  |  |  |
|  | Transfer to Catastrophe Reserve |  |  |  |
|  | Transfer to Other Reserves (to be specified) |  |  |  |
|  | **TOTAL (C)** |  |  |  |

1 In case expenses of management exceeds the limits prescribed by the regulations,

2 In case annual remuneration exceeds the specified limit,

**Notes: (a) See notes appended at the end of FORM B-PL**

**Note - 1**

|  |  |  |
| --- | --- | --- |
| **Pertaining to Policyholder’s funds** | **(Amount in Rs. Lakhs)** | |
| **Current Year** | **Previous Year** |
| Interest, Dividend & Rent |  |  |
| **Add/Less:-** |  |  |
| Investment Expenses |  |  |
| Amortisation of Premium/ Discount on Investments |  |  |
| Amount written off in respect of depreciated investments |  |  |
| Provision for Bad and Doubtful Debts |  |  |
| Provision for diminution in the value of other than actively traded Equities |  |  |
| Investment income from Pool |  |  |
| **Interest, Dividend & Rent – Gross\*** |  |  |

**\* Term gross implies inclusive of TDS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FORM B-RA** | | | | |
| **Name of the Insurer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Registration No.\_\_\_\_\_\_\_ and Date of Registration with the IRDAI\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Revenue Account for Marine segment for the year ended 31st march, 20....**  **(Amount in Rs. Lakhs)** | | | | |
|  | **Particulars** | **Schedul**  **e**  **Ref.** | **Current Year** | **Previous Year** |
| 1 | Premiums earned (Net) | 1 |  |  |
| 2 | Profit/ Loss on sale/ redemption of Investments |  |  |  |
| 3 | Interest, Dividend & Rent – Gross  **Note 1** |  |  |  |
| 4 | Other |  |  |  |
|  | (a) Other Income (to be specified)  (i) ………..  (ii)………... |  |  |  |
|  | (b) Contribution from the  Shareholders' Account  (i) Towards Excess Expenses of  Management 1 |  |  |  |
|  | 1. Towards remuneration of   MD/CEO/WTD/Other KMPs 2   1. Others (please specify) |  |  |  |
|  | **TOTAL (A)** |  |  |  |
| 5 | Claims Incurred (Net) | 2 |  |  |
| 6 | Commission | 3 |  |  |
| 7 | Operating Expenses related to Insurance Business | 4 |  |  |
|  |  |  |  |  |
|  | **TOTAL (B)** |  |  |  |
| 8 | **Operating Profit/(Loss)**  **C= (A - B)** |  |  |  |
| 9 | **Appropriations** |  |  |  |
|  | Transfer to Shareholders’ Account |  |  |  |
|  | Transfer to Catastrophe Reserve |  |  |  |
|  | Transfer to Other Reserves (to be specified) |  |  |  |
|  | **TOTAL (C)** |  |  |  |

**Notes:- (a) See notes appended at the end of FORM B-PL** 1 In case expenses of management exceeds the limits prescribed by the regulations,

2 In case annual remuneration exceeds the specified limit,

**Note - 1**

|  |  |  |
| --- | --- | --- |
| **Pertaining to Policyholder’s funds** | **(Amount in Rs. Lakhs)** | |
| **Current Year** | **Previous Year** |
| Interest, Dividend & Rent |  |  |
| **Add/Less:-** |  |  |
| Investment Expenses |  |  |
| Amortisation of Premium/ Discount on  Investments |  |  |
| Amount written off in respect of depreciated investments |  |  |
| Provision for Bad and Doubtful Debts |  |  |
| Provision for diminution in the value of other than actively traded Equities |  |  |
| Investment income from Pool |  |  |
| **Interest, Dividend & Rent – Gross\*** |  |  |

* + **Term gross implies inclusive of TDS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FORM B-RA** | | | | |
| **Name of the Insurer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Registration No.\_\_\_\_\_\_\_ and Date of Registration with the IRDAI\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Revenue Account for Miscellaneous segment for the year ended 31st march, 20....**  **(Amount in Rs. Lakhs)** | | | | |
|  | **Particulars** | **Schedul**  **e**  **Ref.** | **Current Year** | **Previous Year** |
| 1 | Premiums earned (Net) | 1 |  |  |
| 2 | Profit/ Loss on sale/ redemption of Investments |  |  |  |
| 3 | Interest, Dividend & Rent – Gross  **Note 1** |  |  |  |
| 4 | Other |  |  |  |
|  | (a) Other Income (to be specified)  (i) ………..  (ii)………... |  |  |  |
|  | (b) Contribution from the Shareholders' Account (i) Towards Excess  Expenses of Management 1   1. Towards remuneration of   MD/CEO/WTD/Other KMPs 2   1. Others (please specify) |  |  |  |
|  | **TOTAL (A)** |  |  |  |
| 5 | Claims Incurred (Net) | 2 |  |  |
| 6 | Commission | 3 |  |  |
| 7 | Operating Expenses related to Insurance Business | 4 |  |  |
|  |  |  |  |  |
|  | **TOTAL (B)** |  |  |  |
| 8 | **Operating Profit/(Loss)**  **C= (A - B)** |  |  |  |
| 9 | **Appropriations** |  |  |  |
|  | Transfer to Shareholders’ Account |  |  |  |
|  | Transfer to Catastrophe Reserve |  |  |  |
|  | Transfer to Other Reserves (to be specified) |  |  |  |
|  | **TOTAL (C)** |  |  |  |

**Notes:- (a) See notes appended at the end of FORM B-PL** 1 In case expenses of management exceeds the limits prescribed by the regulations,

* + 1. In case annual remuneration exceeds the specified limit,

**Note - 1**

|  |  |  |
| --- | --- | --- |
| **Pertaining to Policyholder’s funds** | **(Amount in Rs. Lakhs)** | |
| **Current Year** | **Previous Year** |
| Interest, Dividend & Rent |  |  |
| **Add/Less:-** |  |  |
| Investment Expenses |  |  |
| Amortisation of Premium/ Discount on  Investments |  |  |
| Amount written off in respect of depreciated investments |  |  |
| Provision for Bad and Doubtful Debts |  |  |
| Provision for diminution in the value of other than actively traded Equities |  |  |
| Investment income from Pool |  |  |
| **Interest, Dividend & Rent – Gross\*** |  |  |

* + **Term gross implies inclusive of TDS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FORM B-RA** | | | | |
| **Name of the Insurer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Registration No.\_\_\_\_\_\_\_ and Date of Registration with the IRDAI\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Revenue Account for the company (total) the year ended 31st march, 20....**  **(Amount in Rs. Lakhs)** | | | | |
|  | **Particulars** | **Schedule**  **Ref.** | **Current Year** | **Previous Year** |
| 1 | Premiums earned (Net) | 1 |  |  |
| 2 | Profit/ Loss on sale/ redemption of Investments |  |  |  |
| 3 | Interest, Dividend & Rent – Gross  **Note 1** |  |  |  |
| 4 | Other |  |  |  |
|  | (a) Other Income (to be specified)  (i) ………..  (ii)………... |  |  |  |
|  | (b) Contribution from the Shareholders' Account   1. Towards Excess   Expenses of Management 1   1. Towards remuneration of   MD/CEO/WTD/Other KMPs 2   1. Others (please specify) |  |  |  |
|  | **TOTAL (A)** |  |  |  |
| 5 | Claims Incurred (Net) | 2 |  |  |
| 6 | Commission | 3 |  |  |
| 7 | Operating Expenses related to Insurance Business | 4 |  |  |
| 8 | Premium Deficiency |  |  |  |
|  | **TOTAL (B)** |  |  |  |
| 9 | **Operating Profit/(Loss)**  **C= (A - B)** |  |  |  |
| 1 | **Appropriations** |  |  |  |
|  | Transfer to Shareholders’ Account |  |  |  |
|  | Transfer to Catastrophe Reserve |  |  |  |
|  | Transfer to Other Reserves (to be specified) |  |  |  |
|  | **TOTAL (C)** |  |  |  |

**Notes:- (a) See notes appended at the end of FORM B-PL**

* 1. In case expenses of management exceeds the limits prescribed by the regulations,
  2. In case annual remuneration exceeds the specified limit,

**Note - 1**

|  |  |  |
| --- | --- | --- |
| **Pertaining to Policyholder’s funds** | **(Amount in Rs. Lakhs)** | |
| **Current Year** | **Previous Year** |
| Interest, Dividend & Rent |  |  |
| **Add/Less:-** |  |  |
| Investment Expenses |  |  |
| Amortisation of Premium/ Discount on  Investments |  |  |
| Amount written off in respect of depreciated investments |  |  |
| Provision for Bad and Doubtful Debts |  |  |
| Provision for diminution in the value of other than actively traded Equities |  |  |
| Investment income from Pool |  |  |
| **Interest, Dividend & Rent – Gross\*** |  |  |

* + **Term gross implies inclusive of TDS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FORM B-PL** | | | | |
| **Name of the Insurer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Registration No.\_\_\_\_\_\_\_ and Date of Registration with the IRDAI\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| **Profit and Loss Account for the year ended 31st march, 20......**  **(Amount in Rs. Lakhs)** | | | | |
|  | **Particulars** | **Schedule**  **Ref.** | **Current Year** | **Previous Year** |
| 1 | **Operating Profit/(Loss)** |  |  |  |
|  | (a) Fire Insurance |  |  |  |
|  | (b) Marine Insurance |  |  |  |
|  | (c) Miscellaneous Insurance |  |  |  |
| 2 | **Income From Investments** |  |  |  |
|  | (a) Interest, Dividend & Rent – Gross |  |  |  |
|  | (b) Profit on sale of investments |  |  |  |
|  | (c) (Loss on sale/ redemption of investments) |  |  |  |
|  | (d) Amortization of Premium / Discount on Investments |  |  |  |
| 3 | **Other Income** (To be specified) |  |  |  |
|  | **TOTAL (A)** |  |  |  |
| 4 | **Provisions (Other than taxation)** |  |  |  |
|  | (a) For diminution in the value of investments |  |  |  |
|  | (b) For doubtful debts |  |  |  |
|  | (c) Others (to be specified) |  |  |  |
|  |  |  |  |  |
| 5 | **Other Expenses** |  |  |  |
|  | (a) Expenses other than those  related to Insurance Business |  |  |  |
|  | (b) Bad debts written off |  |  |  |
|  | (c) Interest on subordinated debt |  |  |  |
|  | (d) Expenses towards CSR activities |  |  |  |
|  | (e) Penalties |  |  |  |
|  | (f) Contribution to Policyholders' A/c (i) Towards Excess Expenses of Management 1   1. Towards remuneration of   MD/CEO/WTD/Other KMPs 2   1. Others (please specify) |  |  |  |
|  | (g) Others (Please specify)  (i) \_\_\_\_\_\_  (ii)\_\_\_\_\_\_ |  |  |  |
|  | **TOTAL (B)** |  |  |  |
| 6 | Profit/(Loss) Before Tax |  |  |  |
| 7 | Provision for Taxation |  |  |  |
| 8 | **Profit / (Loss) after tax** |  |  |  |
| 9 | **Appropriations** |  |  |  |
|  | (a) Interim dividends paid during the year |  |  |  |
|  | (b) Final dividend paid |  |  |  |
|  | (c) Transfer to any Reserves or Other Accounts (to be specified) |  |  |  |
|  | Balance of profit/ loss brought  forward from last year |  |  |  |
|  | **Balance carried forward to Balance Sheet** |  |  |  |

* + 1. In case expenses of management exceeds the limits prescribed by the regulations,
    2. In case annual remuneration exceeds the specified limit,

**Notes to Form B-RA and B- PL**

1. Items of income in excess of one percent of the total premiums (less reinsurance) or Rs.5,00,000 whichever is higher, shall be shown as a separate line item.
2. Under the sub-head "Others” items like foreign exchange gains or losses and other items shall be included
3. Interest, dividends and rentals receivable in connection with an investment should be stated as gross amount, the amount of income tax deducted at source being included under 'advance taxes paid and taxes deducted at source". The expenses pertaining to investment income e.g. Amortisation, Write off, other Investments expenses etc. are to be deducted from this other than separately disclosed here.
4. Income from rent shall include only the realized rent. It shall not include any notional rent.

|  |  |  |  |
| --- | --- | --- | --- |
| **FORM B-BS** | | | |
| **Name of the Insurer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | |
| **Registration No.\_\_\_\_\_\_\_ and Date of Registration with the IRDAI\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | |
| **Balance sheet as at 31st march, 20....**  **(Amount in Rs. Lakhs)** | | | |
| **Particulars** | **Schedule**  **Ref.** | **Current Year** | **Previous Year** |
| **Sources of Funds** |  |  |  |
| Share capital | 5 &5A |  |  |
| Share application money pending allotment |  |  |  |
| Reserves and surplus | 6 |  |  |
| Head office account\* | 6A |  |  |
| Fair value change account |  |  |  |
| -Shareholders' Funds |  |  |  |
| -Policyholders' Funds |  |  |  |
|  |  |  |  |
| Borrowings | 7 |  |  |
| **TOTAL** |  |  |  |
|  |  |  |  |
| **Application of Funds** |  |  |  |
| Investments-Shareholders | 8 |  |  |
| Investments-Policyholders | 8A |  |  |
| Loans | 9 |  |  |
| Fixed assets | 10 |  |  |
| Deferred tax asset (net) |  |  |  |
| **Current Assets** |  |  |  |
| Cash and Bank Balances | 11 |  |  |
| Advances and Other Assets | 12 |  |  |
| **Sub-Total (A)** |  |  |  |
| Deferred Tax Liability (Net) |  |  |  |
| Current Liabilities | 13 |  |  |
| Provisions | 14 |  |  |
| **Sub-Total (B)** |  |  |  |
| **Net Current Assets (C) = (A - B)** |  |  |  |
| Miscellaneous Expenditure (to the extent not written off or adjusted) | 15 |  |  |
| Debit Balance In Profit And Loss Account |  |  |  |
| **TOTAL** |  |  |  |

\* in case of branches of foreign re-insurers and Lloyd’s India only

**Contingent liabilities**

**(Amount in Rs. Lakhs)**

|  |  |  |
| --- | --- | --- |
| **Particulars** | **Current Year** | **Previous Year** |
| 1. Partly paid-up investments |  |  |
| 2. Claims, other than against policies, not acknowledged as debts by the company |  |  |
| 3. Underwriting commitments outstanding (in respect of shares and securities) |  |  |
| 4. Guarantees given by or on behalf |  |  |
| of the Company |  |  |
| 5.Statutory demands/ liabilities in dispute, not provided for |  |  |
| 6. Reinsurance obligations to the extent not provided for in accounts |  |  |
| 7 Others (to be specified)  (a).\_\_\_\_\_\_\_\_  (b). \_\_\_\_\_\_\_\_ |  |  |
| **TOTAL** |  |  |

Note:

1. Underwriting commitments outstanding- Commitments to underwrite the subscription to a new issue of shares, but the liability for which is contingent upon the issue not being fully subscribed. It is, however, clarified that insurers are presently not permitted to underwrite issues.
2. Re-insurance obligations - it includes obligations under reinsurance contracts with the insurer in respect of which, there are subsisting obligations as at the balance sheet date but for valid reasons, the insurer has not made any provision.

**SCHEDULES FORMING PART OF FINANCIAL STATEMENTS**

|  |  |  |
| --- | --- | --- |
| **SCHEDULE 1** | | |
| **Premium Earned [Net] (Amount in Rs. Lakhs)** | | |
| **Particulars** | **Current Year** | **Previous Year** |
| **Gross Direct Premium** |  |  |
| Add: Premium on reinsurance accepted |  |  |
| Less : Premium on reinsurance ceded |  |  |
| **Net Written Premium / Net Premium Income** |  |  |
| Add: Opening balance of Unearned Premium Reserve (UPR) |  |  |
| Less: Closing balance of Unearned Premium Reserve (UPR) |  |  |
| **Net Earned Premium** |  |  |
|  |  |  |
| **Gross Direct Premium** |  |  |
| - In India |  |  |
| - Outside India |  |  |

|  |  |  |
| --- | --- | --- |
| **SCHEDULE 2** | | |
| **Claims Incurred [Net] (Amount in Rs. Lakhs)** | | |
| **Particulars** | **Current Year** | **Previous Year** |
| **Claims Paid (Direct)** |  |  |
| Add :Re-insurance accepted to direct claims |  |  |
| Less :Re-insurance Ceded to claims paid |  |  |
| **Net Claim Paid** |  |  |
| Add Claims Outstanding at the end of the year |  |  |
| Less: Claims Outstanding at the beginning of the year |  |  |
| **Net Incurred Claims** |  |  |
|  |  |  |
| **Claims Paid (Direct)** |  |  |
| -In India |  |  |
| -Outside India |  |  |
| Estimates of IBNR and IBNER at the end of the period (net) |  |  |
| Estimates of IBNR and IBNER at the  beginning of the period (net) |  |  |

Notes:

1. Incurred But Not Reported (IBNR), Incurred but not enough reported [IBNER] claims should be included in the amount for outstanding claims.
2. Claims includes specific claims settlement cost but not expenses of management.
3. The surveyor fees, legal and other expenses shall also form part of claims cost, wherever applicable.
4. Claims cost should be adjusted for estimated salvage value if there is a sufficient certainty of its realization.
5. Separate disclosure to be made for segment/sub-segment which contributes more than 10 percent of the total gross direct premium.

|  |  |  |
| --- | --- | --- |
| **SCHEDULE 3** | | |
| **Commission (Amount in Rs. Lakhs)** | | |
| **Particulars** | **Current Year** | **Previous Year** |
| **Gross Commission** |  |  |
| Add: Commission on Re-insurance Accepted |  |  |
| Less: Commission on Re-insurance Ceded |  |  |
| **Net Commission** |  |  |
| Channel wise break-up of Commission (Gross): | | |
| Individual Agents |  |  |
| Corporate Agents-Banks/FII/HFC |  |  |
| Corporate Agents-Others |  |  |
| Insurance Brokers |  |  |
| Direct Business - Onlinec |  |  |
| MISP (Direct) |  |  |
| Web Aggregators |  |  |
| Insurance Marketing Firm |  |  |
| Common Service Centers |  |  |
| Micro Agents |  |  |
| Point of Sales (Direct) |  |  |
| Other (to be specified) |  |  |
| **TOTAL** |  |  |
| **Commission (Excluding Reinsurance) Business written :** |  |  |
| In India |  |  |
| Outside India |  |  |

Notes:

1. The profit /commission, if any, are to be combined with the Re-insurance accepted or Re-insurance ceded figures.
2. Separate disclosure to be made for segment/sub-segment which contributes more than 10 percent of the total gross direct premium

c

Commission on Business procured through Company website

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 4** | | | |
| **Operating expenses related to insurance business (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Employees’ remuneration & welfare benefits |  |  |
| 2 | Travel, conveyance and vehicle running expenses |  |  |
| 3 | Training expenses |  |  |
| 4 | Rents, rates & taxes |  |  |
| 5 | Repairs |  |  |
| 6 | Printing & stationery |  |  |
| 7 | Communication expenses |  |  |
| 8 | Legal & professional charges |  |  |
| 9 | Auditors' fees, expenses etc. |  |  |
|  | (a) as auditor |  |  |
|  | (b) as adviser or in any other capacity, in respect of |  |  |
|  | (i) Taxation matters |  |  |
|  | (ii) Insurance matters |  |  |
|  | (iii) Management services; and |  |  |
|  | (c) in any other capacity |  |  |
| 10 | Advertisement and publicity |  |  |
| 11 | Interest & Bank Charges |  |  |
| 12 | Depreciation |  |  |
| 13 | Brand/Trade Mark usage fee/charges |  |  |
| 14 | Business Development and Sales Promotion Expenses |  |  |
| 15 | Information Technology Expenses |  |  |
| 16 | Goods and Services Tax (GST) |  |  |
| 17 | Others (to be specified)a |  |  |
|  | **TOTAL** |  |  |
|  | In India |  |  |
|  | Outside India |  |  |

Notes:

* + 1. Items of expenses in excess of one percent of the total premiums (less reinsurance) or Rs.5,00,000 whichever is higher, shall be shown as a separate line item.

* + 1. Separate disclosure to be made for segment/sub-segment which contributes more than 10 percent of the total gross direct premium

* + 1. Expenses paid for various outsourcing activities/arrangements are to be booked under relevant line item on the basis of nature of services availed and not to be shown as "Outsourcing

Expense"

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 5** | | |  |
| **Share Capital (Amount in Rs. Lakhs)** | | |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Authorised Capital |  |  |
|  | Equity Shares of Rs..... each |  |  |
|  | Preference Shares of Rs..... each |  |  |
| 2 | Issued Capital |  |  |
|  | Equity Shares of Rs. .....each |  |  |
|  | Preference Shares of Rs..... each |  |  |
| 3 | Subscribed Capital |  |  |
|  | Equity Shares of Rs.......each |  |  |
|  | Preference Shares of Rs..... each |  |  |
| 4 | Called-up Capital |  |  |
|  | Equity Shares of Rs. .....each |  |  |
|  | Less : Calls unpaid |  |  |
|  | Add : Equity Shares forfeited (Amount originally paid up) |  |  |
|  | Less : Par Value of Equity Shares bought back |  |  |
|  | Less : Preliminary Expenses |  |  |
|  | Expenses including commission or brokerage on |  |  |
|  | Underwriting or subscription of shares |  |  |
|  | Preference Shares of Rs..... each |  |  |
|  | **TOTAL** |  |  |

Notes:

* 1. Particulars of the different classes of capital should be separately stated.
  2. The amount capitalised on account of issue of bonus shares should be disclosed.
  3. In case any part of the capital is held by a holding company, the same should be separately disclosed.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SCHEDULE 5A** | | |  | | |
| **Pattern of Shareholding** | | |  | | |
| [As certified by the Management] | | |  | | |
| **Shareholder** | **Current Year** | |  | **Previous Year** | |
|  | **Number of Shares** | **% of**  **Ho ldi**  **ng** | **Number of Shares** | | **% of**  **Ho ldi**  **ng** |
| Promoters |  |  |  | |  |
| · Indian |  |  |  | |  |
| · Foreign |  |  |  | |  |
| Investors1 |  |  |  | |  |
| · Indian |  |  |  | |  |
| · Foreign |  |  |  | |  |
| Others 2  · Indian  · Foreign |  |  |  | |  |
| TOTAL |  |  |  | |  |

1 Investors as defined under relevant regulations 2

Others may include ESOPs

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 6** | | |  |
| **Reserves and Surplus (Amount in Rs. Lakhs)** | | |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Capital Reserve |  |  |
| 2 | Capital Redemption Reserve |  |  |
| 3 | Share Premium |  |  |
| 4 | Revaluation Reserve |  |  |
| 5 | General Reserves |  |  |
| Less: Amount utilized for Buy-back |  |  |
|  | Less: Amount utilized for issue of Bonus shares |  |  |
| 6 | Catastrophe Reserve |  |  |
| 7 | Other Reserves (to be specified) |  |  |
| 8 | Balance of Profit in Profit & Loss Account |  |  |
|  | **TOTAL** |  |  |

Notes:

(a) Additions to and deductions from the reserves should be disclosed under each of the specified heads.

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE** | | **6A** |  |
| **Head Office Account Schedule** | |  |  |
|  | **Particulars** | **Current Year** | **Previous Year** |
|  | Opening Balance of Assigned capital |  |  |
|  | Add: Addition during the year |  |  |
|  | Closing Balance of Assigned Capital\* |  |  |
|  | **TOTAL** |  |  |

Note: \*Represents irreversible fixed amount funded by Head Office as per terms of registration and no amount/balance shall be transferred out of the Country without approval of the Competent Authority.

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 7** | | | |
| **Borrowings (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Debentures/ Bonds |  |  |
| 2 | Banks |  |  |
| 3 | Financial Institutions |  |  |
| 4 | Others (to be specified) |  |  |
|  |  |  |  |
| **TOTAL** |  |  |

Notes:

* 1. The extent to which the borrowings are secured shall be separately disclosed stating the nature of the security under each sub-head.
  2. Amounts due within 12 months from the date of Balance Sheet should be shown separately
  3. Debentures include NCDs issued as per relevant regulations.



|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | and Government guaranteed bonds including Treasury Bills |  |  |  |  |  |  |
| 2 | Other Approved Securities |  |  |  |  |  |  |
| 3 | Other Investments |  |  |  |  |  |  |
|  | ( a) Shares |  |  |  |  |  |  |
| (aa) Equity |  |  |  |  |  |  |
| (bb) Preference |  |  |  |  |  |  |
| ( b) Mutual Funds |  |  |  |  |  |  |
| (c) Derivative  Instruments |  |  |  |  |  |  |
| (d) Debentures/  Bonds |  |  |  |  |  |  |
| (e) Other Securities  (to be specified) |  |  |  |  |  |  |
| (f) Subsidiaries |  |  |  |  |  |  |
| (g) Investment  Properties-Real Estate |  |  |  |  |  |  |
| 4 | Investments in  Infrastructure and Housing |  |  |  |  |  |  |
| 5 | Other than Approved Investments |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **Short Term Investments** |  |  |  |  |  |  |
| 1 | Government securities and Government guaranteed bonds including Treasury Bills |  |  |  |  |  |  |
| 2 | Other Approved Securities |  |  |  |  |  |  |
| 3 | Other Investments |  |  |  |  |  |  |
|  | (a) Shares |  |  |  |  |  |  |
| (aa) Equity |  |  |  |  |  |  |
| (bb) Preference |  |  |  |  |  |  |
| (b) Mutual Funds |  |  |  |  |  |  |
| (c) Derivative  Instruments |  |  |  |  |  |  |
| (d) Debentures/  Bonds |  |  |  |  |  |  |
| (e) Other Securities  (to be specified) |  |  |  |  |  |  |
| (f) Subsidiaries |  |  |  |  |  |  |
| (g) Investment  Properties-Real Estate |  |  |  |  |  |  |
| 4 | Investments in  Infrastructure and Housing |  |  |  |  |  |  |
| 5 | Other than Approved Investments |  |  |  |  |  |  |
|  | **TOTAL** |  |  |  |  |  |  |
|  | **GRNAD TOTAL** |  |  |  |  |  |  |

Notes:

1. Investments in subsidiary/holding companies, joint ventures and associates shall be separately disclosed, at cost.
   1. Holding company and subsidiary shall be construed as defined in the Company Act 2013:
   2. Joint Venture is a contractual arrangement whereby two or more parties undertake an economic activity, which is subject to joint control.
   3. Joint control is the contractually agreed sharing of power to govern the financial and operating policies of an economic activity to obtain benefits from it.
   4. Associate is an enterprise in which the company has significant influence and which is neither a subsidiary nor a joint venture of the company.
   5. Significant influence (for the purpose of this schedule) - means participation in the financial and operating policy decisions of a company, but not control of those policies. Significant influence may be exercised in several ways, for example, by representation on the board of directors, participation in the policymaking process, material inter-company transactions, interchange of managerial personnel or dependence on technical information. Significant influence may be gained by share ownership, statute or agreement. As regards share ownership, if an investor holds, directly or indirectly through subsidiaries, 20 percent or more of the voting power of the investee, it is presumed that the investor does have significant influence, unless it can be clearly demonstrated that this is not the case. Conversely, if the investor holds, directly or indirectly through subsidiaries, less than 20 percent of the voting power of the investee, it is presumed that the investor does not have significant influence, unless such influence is clearly demonstrated. A substantial or majority ownership by another investor does not necessarily preclude an investor from having significant influence.
2. Investments made out of Catastrophe reserve should be shown separately.
3. Debt securities will be considered as “held to maturity” securities and will be measured at historical cost subject to amortisation.
4. Investment Property means a property [land or building or part of a building or both] held to earn rental income or for capital appreciation or for both, rather than for use in services or for administrative purposes.
5. Investments maturing within twelve months from balance sheet date and investments made with the specific intention to dispose of within twelve months from balance sheet date shall be classified as short-term investments
6. Investment regulations, as amended from time to time, to be referred
7. Aggregate amount of company's investments other than listed equity securities and derivative instruments and also the market value thereof shall be disclosed as specified below

**Aggregate value of Investments other than Listed Equity Securities and Derivative Instruments (Amount in Rs. Lakhs)**



|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 9** | | | |
| **Loans (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
| **1** | **Security-Wise Classification** |  |  |
|  | Secured |  |  |
|  | (a) On mortgage of property |  |  |
| (aa) In India |  |  |
| (bb) Outside India |  |  |
|  | (b) On Shares, Bonds, Govt. Securities |  |  |
|  | (c) Others (to be specified) |  |  |
|  | Unsecured |  |  |
|  | **TOTAL** |  |  |
| **2** | **Borrower-Wise Classification** |  |  |
|  | (a) Central and State Governments |  |  |
|  | (b) Banks and Financial Institutions |  |  |
|  | (c) Subsidiaries |  |  |
|  | (d) Industrial Undertakings |  |  |
|  | (e) Companies |  |  |
|  | (f) Others (to be specified) |  |  |
|  | **TOTAL** |  |  |
| **3** | **Performance-Wise Classification** |  |  |
|  | (a) Loans classified as standard |  |  |
| (aa) In India |  |  |
| (bb) Outside India |  |  |
| (b) Non-performing loans less provisions |  |  |
| (aa) In India |  |  |
| (bb) Outside India |  |  |
|  | **TOTAL** |  |  |
| **4** | **Maturity-Wise Classification** |  |  |
|  | (a) Short Term |  |  |
|  | (b) Long Term |  |  |
|  | **TOTAL** |  |  |

**Notes:**

1. Short-term loans shall include those, which are repayable within 12 months from the date of balance sheet. Long term loans shall be the loans other than short-term loans.
2. The nature of the security in case of all long term secured loans shall be specified in each case. Secured loans for the purposes of this schedule, means loans secured wholly or partly against an asset of the company.
3. Loans considered doubtful and the amount of provision created against such loans shall be disclosed.
4. Provisions against non-performing loans shall be shown as below:

**Provisions against Non-performing Loans (Amount in Rs. Lakhs)**

**Non**

**-**

**Performing**

**Loans**

**Loan Amount**

**Provision**

Sub

-

standard

Doubtful

Loss

**Total**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **SCHEDULE 10** | | | | | | | |  |  | |
| **Fixed Assets (Amount in Rs. Lakhs)** | | | | | | | |  |  | |
| **Particulars** | **Cost/ Gross Block** | | | | **Depreciation** | | |  | **Net Block** | |
|  | Opening | Additions | Deductions | Closing | Up to  Last  Year | For The Period | On Sales/ Adjustments | To Date | Current  Year | Previous  Year |
| Goodwill |  |  |  |  |  |  |  |  |  |  |
| Intangibles (specify) |  |  |  |  |  |  |  |  |  |  |
| Land-Freehold |  |  |  |  |  |  |  |  |  |  |
| Leasehold Property |  |  |  |  |  |  |  |  |  |  |
| Buildings |  |  |  |  |  |  |  |  |  |  |
| Furniture & Fittings |  |  |  |  |  |  |  |  |  |  |
| Information  Technology  Equipment |  |  |  |  |  |  |  |  |  |  |
| Vehicles |  |  |  |  |  |  |  |  |  |  |
| Office Equipment |  |  |  |  |  |  |  |  |  |  |
| Others (Specify nature) |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |  |  |  |  |  |
| Work in progress |  |  |  |  |  |  |  |  |  |  |
| **Grand Total** |  |  |  |  |  |  |  |  |  |  |
| **Previous Year** |  |  |  |  |  |  |  |  |  |  |

Note: Assets included in land, property and building above exclude Investment Properties as defined in note (e) to Schedule 8

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 11** | | | |
| **Cash and Bank Balances (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Cash (including cheques \*, drafts and stamps) |  |  |
| 2 | Bank Balances |  |  |
|  | (a) Deposit Accounts |  |  |
|  | (aa) Short-term (due within 12 months) |  |  |
|  | (bb) Others |  |  |
|  | (b) Current Accounts |  |  |
|  | (c) Others (to be specified) |  |  |
| 3 | Money at Call and Short Notice |  |  |
|  | (a) With Banks |  |  |
|  | (b) With other Institutions |  |  |
| 4 | Others (to be specified) |  |  |
|  |  |  |  |
|  | **TOTAL** |  |  |
|  |  |  |  |
|  | Balances with non-scheduled banks included in 2 and 3 above |  |  |
|  | **CASH & BANK BALANCES** |  |  |
|  | In India |  |  |
|  | Outside India |  |  |

\* Cheques on hand amount to Rs. \_\_\_\_\_\_\_\_\_\_ (in Lakh) Previous Year : Rs. \_\_\_\_\_\_\_ (in Lakh) Note:

1. Bank balance may include remittances in transit. If so, the nature and amount should be separately stated.

|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 12** | | | |
| **Advances and other assets (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
|  | **Advances** |  |  |
| 1 | Reserve deposits with ceding companies |  |  |
| 2 | Application money for investments |  |  |
| 3 | Prepayments |  |  |
| 4 | Advances to Directors/Officers |  |  |
| 5 | Advance tax paid and taxes deducted  at source (Net of provision for taxation) |  |  |
| 6. | Goods & Service tax credit |  |  |
| 7. | Others (to be specified)  (i)\_\_\_\_\_  (ii) \_\_\_\_\_ |  |  |
|  | **TOTAL (A)** |  |  |
|  |  |  |  |
|  | **Other Assets** |  |  |
| 1 | Income accrued on investments |  |  |
| 2 | Outstanding Premiums |  |  |
|  | Less : Provisions for doubtful ,if any |  |  |
| 3 | Agents’ Balances |  |  |
| 4 | Foreign Agencies Balances |  |  |
| 5 | Due from other entities carrying on Insurance business (including reinsurers) |  |  |
|  | Less : Provisions for doubtful, if any |  |  |
| 6 | Due from subsidiaries/ holding |  |  |
| 7 | Investments held for Unclaimed Amount of Policyholders |  |  |
| 8 | Interest on investments held for  Unclaimed Amount of Policyholders |  |  |
| 9 | Others (to be specified)   1. \_\_\_\_\_\_\_\_\_\_\_ 2. \_\_\_\_\_\_\_\_\_\_ |  |  |
| 10 | Current Account of Head Office\* |  |  |
|  | **TOTAL (B)** |  |  |
|  | **TOTAL (A+B)** |  |  |

\* in case of branches of foreign re-insurers and Lloyd’s India only

Notes:

* 1. The items under the above heads shall not be shown net of provisions for doubtful amounts. The amount of provision against each head should be shown separately.
  2. The term ‘officer’ should conform to the definition of that term as given under the Companies Act.

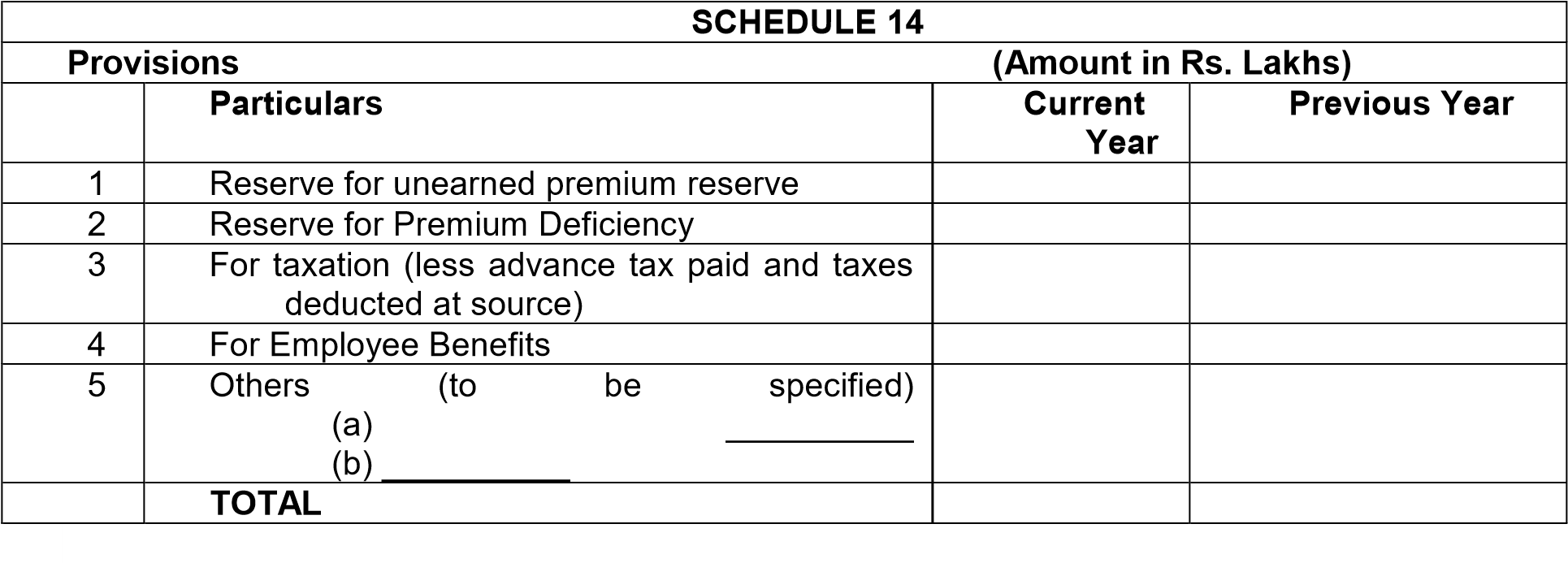
|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 13** | | | |
| **Current liabilities (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Agents’ Balances |  |  |
| 2 | Balances due to other insurance companies |  |  |
| 3 | Deposits held on re-insurance ceded |  |  |
| 4 | Premiums received in advance |  |  |
|  | (a) For Long term policies (1) |  |  |
|  | (b) for Other Policies |  |  |
| 5 | Unallocated Premium |  |  |
| 6 | Sundry creditors |  |  |
| 7 | Due to subsidiaries/ holding company |  |  |
| 8 | Claims Outstanding |  |  |
| 9 | Due to Officers/ Directors |  |  |
| 10 | Unclaimed Amount of policyholders |  |  |
| 11 | Income accrued on Unclaimed  amounts |  |  |
| 12 | Interest payable on debentures/bonds |  |  |
| 13 | Goods and Service tax Liabilities |  |  |
| 14 | Others (to be specified)   1. \_\_\_\_\_\_\_\_ 2. \_\_\_\_\_\_\_ |  |  |
| 15 | Current Account of Head Office\* |  |  |
|  | **TOTAL** |  |  |

\* in case of branches of foreign re-insurers and Lloyd’s India only

Note :

* + - 1. Long term policies are policies with more than one year tenure
      2. Details of unclaimed amounts and Investment Income to be submitted as below

|  |  |  |
| --- | --- | --- |
| **Details of unclaimed amounts and Investment Income thereon**  **(Amount in Rs. Lakhs)** | | |
| **Particulars** | **Current Year** | **Previous Year** |
| Opening Balance |  |  |
| Add: Amount transferred to unclaimed amount |  |  |
| Add: Cheques issued out of the unclaimed amount but not encashed by the policyholders (To be included only when the cheques are stale) |  |  |
|  | Add: Investment Income |  |  |  |
| Less: Amount paid during the year |  |  |
| Less: Transferred to SCWF |  |  |
| Closing Balance of Unclaimed Amount |  |  |
|  | | | | |



|  |  |  |  |
| --- | --- | --- | --- |
| **SCHEDULE 15** | | | |
| **Miscellaneous Expenditure**  **(To the extent not written off or adjusted) (Amount in Rs. Lakhs)** | | | |
|  | **Particulars** | **Current Year** | **Previous Year** |
| 1 | Discount Allowed in issue of shares/ debentures |  |  |
| 2 | Others (to be specified) |  |  |
|  | **TOTAL** |  |  |

Notes:

(a) No item shall be included under the head “Miscellaneous Expenditure” and carried forward unless:

* + 1. some benefit from the expenditure can reasonably be expected to be received in future, and
    2. the amount of such benefit is reasonably determinable.

The amount to be carried forward in respect of any item included under the head “Miscellaneous Expenditure” shall