

MEMORANDUM
FOR FURTHER ACTION



Ref No : 0050 of 2018/PO
Date : 15 November 2018

To : Executive Director/ Head of Dealing
Executive Director/ Head of Operations

From : The Secretariat, ASCM
No. of pages : As per attachment

By Email

RE : **Renewal of Comprehensive Crime and Professional Indemnity Insurance
(CCPI) Insurance Policy for 2018/2019**

Dear Members,

Kindly be informed that the ASCM Management Committee had awarded the tender for the CCPI Scheme to Marsh Insurance Brokers (Malaysia). Marsh Insurance Brokers will thus undertake the renewal of the CCPI Insurance Policy for year 2018/2019. The policy expires on 11th December 2018.

Marsh has agreed to maintain the No Claim Bonus at 15%. Marsh has also agreed to continue the 5% prompt payment discount for those members who make payments to Marsh by 21st December 2018. All other terms and conditions of cover shall remain unchanged.

Kindly observe the following timelines to ensure that you are on time to renew the CCPI Insurance Policy and claim for the 5% prompt payment discount:

No	Activity	Timeline
1.	Renewal Notice with Proposal Form	Marsh to send to members by <u>29th October 2018</u>
2.	Renewal Submission & Proposal Form from members	Members to send to Marsh latest by <u>20th November 2018</u>
3.	Quotation Slip to members	Marsh to email to members latest by <u>27th November 2018</u>
4.	Members to return the Quotation Slip with signed acceptance	Members to send to Marsh by <u>3rd December 2018</u>
5.	Premium Invoice to members	Marsh to courier and email to members by <u>11th December 2018</u>
		Note: