



## **INTERNATIONAL ACTUARIAL ASSOCIATION**

### **Advice and Assistance Committee Meeting September 11, 2014**

### **Millennium Gloucester Hotel and Conference Centre—London Minutes**

*Please find the attendance list at the end of these minutes.*

#### **1. Welcome**

The meeting commenced with Chairperson Tarmo Koll welcoming current, and newly appointed members to the committee: Jules Gribble, Thierry Poincelin and Mohamed Amrani.

#### **2. Approval of the Minutes of the Meeting held in Washington**

The minutes of the meeting in Washington were approved with one change requested by Bob Conger, who will forward it to the Secretariat.

#### *Action items*

- Bob to send amendment to Secretariat; and
- Minutes to be finalized and posted to website.

#### **3. Review of Agenda**

The agenda was approved as presented.

#### **4. Review of Action Items and Progress from Washington and A&A Work Plan**

##### *A&A Workplan Dashboard*

Committee members were informed that there has been a slight change to the format of the workplan.

##### *Emerging and Developing Actuarial Associations*

It was noted that the [list](#) of these associations was updated in August 2014 and that all future updates be sent to [Karla Zuñiga](#) for inclusion in the document.

##### *Nomination Process for Subcommittee Chair and Vice-chairs*

The [paper](#) on the Nomination Process for Subcommittee Chairs and Vice-chairs, discussed at the last meeting in Washington, had been revised by Darryl Wagner, and the Secretariat to ensure continuity with other IAA documents.

It was explained that the terms of office for the chairperson and vice-chairpersons are staggered so that the committee will avoid the situation of having to find replacements for both positions at the same time and possibly having a committee without leadership.

It was explained that other committees do not have a process for electing the leadership of

their subcommittees. This is a new process that A&A has proposed, which can be adopted by other committees.

With no objections to the document, this process will come into effect immediately.

#### *Operations Subcommittee (OSC)*

During the meeting in Washington, the committee asked the regional subcommittees to present their nominations for membership of the OSC. The following candidates were suggested:

- Estella Chu, Vice-chairperson of the Asia Subcommittee. Estella has taken the lead in organizing several events.
- Eduardo Lara—Latin America Subcommittee. This nomination will be discussed between Marcos Barretto, Eduardo, and the subcommittee.
- Sundeep Raichura—Africa Subcommittee.

It was noted that Chris Daykin would be the representative from A&A; the committee was supportive of this. Tarmo has received two names for consideration for the position of subcommittee chairperson and welcomed other nominations from the committee members.

Darryl will draft a job description for the position of chairperson.

#### *Action items*

- Each regional subcommittee chairperson to send their nominations for OSC membership to Tarmo; and
- Darryl to draft the job description and time commitment for the chairman of the Operations Subcommittee.

## **5. Bursary Survey Report (ICA 2014)**

Christian Levac gave an overview of the [Bursary Task Force report](#).

The survey was sent to bursary recipients, approximately 80 per cent of whom responded. The Secretariat will send the data received from the respondents to the respective subcommittee so that any concerns can be addressed directly. The overall feedback was positive with regard to the networking sessions as an opportunity for discussing and exchanging ideas for developing the profession and/or education. It was also reported that the A&A reception was well attended. Attention was drawn to the fact that bursary recipients should be active participants not only in activities related to the congress but also within their local countries.

It was suggested that a thank you letter and the attached report be sent to the donors who contributed to the bursary fund.

Tarmo was disappointed that so few people attended the joint A&A and Education Committee meeting. He suggested the following considerations for future sessions of a similar nature:

- Schedule the meeting at a time when no other meeting is taking place;
- Mark an attendance sheet; and
- Contact the bursary recipients beforehand to suggest the kind of meetings they should attend.

It was noted that deeper collaboration with A&A subcommittees is required to ensure that the

leadership from as many associations as possible are in attendance. One other suggestion was that an A&A presentation should be made immediately prior to the reception to take advantage of the high level of participants.

### *Action items*

Secretariat to:

- send a thank you letter to the donors; and
- send the feedback to the respective subcommittee.

## **6. Information Web Page**

Carla Melvin introduced the idea behind developing the [information web page](#) which will eventually appear on the IAA website. The aim of this page will be to have all the information, which is currently in various places on our website, on one easily accessible page. The purpose of this page is to provide basic, concise information with links to the relevant IAA documents containing more in-depth details. Such information will include engagement with the IAA, how to become a member, and case studies which the Mentorship Task Force (MTF) is currently in the process of collating.

Mike Smith (MTF) said that the display of case studies would be valuable to regulators, future students and actuaries alike. He called to the regional committees to encourage their associations to create compelling case studies that could be included on the page.

The following comments were made:

- In the “Find a trainee actuary role” section, it was noted that actuarial firms are not always present in less-developed countries, or sometimes there is no regulator, no companies hiring trainees, etc. It was recommended to redraft the section accordingly.
- Requirements to become a fully qualified actuary are the same around the world, but the path to achieve this may differ from country to country. It was noted that to make it appealing to the reader or visitor of the page, pictures or videos should be included, as well as the recorded A&A session from the congress in Washington.
- For those countries where there is no association it would be useful to explain about the exams and examining bodies. It was noted that a list to university courses is included as one of the links on the page.

It was suggested that the document be presented to the communications subcommittee to ensure that the document does not conflict with any IAA policies.

The committee approved the inclusion of this type of document on the website.

### *Action items*

Secretariat will:

- incorporate the recommendations received in the document;
- present the document to the Communications Subcommittee to ensure that the information included does not go against IAA policy; and
- work with the MTF to collate case studies.

## **7. Advice and Assistance Committee Budget**

The committee was reminded that the first conference call with the Principles of Funding Task Force had already taken place. The discussion involved finding alternative finances to support the A&A regional seminars. Tarmo presented an overview of the current expenditure of A&A.

The Asia and Latin America subcommittees were asked to indicate the estimated budget for the seminars in Lima and Chinese Taipei. José Luis Lobera said that expenses for five people (approximately CAD 10,000) will need to be covered allowing them to travel to the regional seminar in Lima, totaling approximately CAD 10,000. He will send a break-down to Tarmo of the budget within a week.

It was estimated that the Africa Subcommittee would need CAD 10,000. This had been agreed upon in its meeting.

Tarmo informed members that the committee spent CAD 16,500 during 2013 and that the projected amount for this year is CAD 25,000 from which 14,500 was used to cover the expenses for the ICA 2014 reception and the Eurasia and Middle East Subcommittee breakfast meeting, as well as some representation expenses.

All subcommittees were requested to provide their proposed 2015 budget within one week. They were also asked give some thought to the 2016/2017 budgets. Tarmo will update committee members by circulating the new budget document to them.

Chris indicated that the IAA Fund will have 25,000 to 30,000 depending on the amount of bursaries granted to Lima and Taipei. He agreed to provide an updated budget.

#### *Regional Seminars in 2015*

Ibrahim Muhanna said that the budget for the congress to take place in the Eurasia and Middle East region next year has not been agreed upon. He asked Carla to set up a conference call for the leadership to begin discussing this event.

Members of the Africa Subcommittee were requested to present their budget for possible bursaries in 2015.

#### *Action items*

- Subcommittees to provide their budgets for 2015;
- Chris to present an updated version of the IAA Fund budget;
- Themba to provide budget for the 4<sup>th</sup> African Congress taking into consideration the bursaries; and
- Carla to organize a conference call for the EMESC (*Secretarial note: done*)

### **8. Microinsurance Working Group (Howard Bolnick)**

Howard Bolnick, Chairperson of the Microinsurance Working Group (MiWG), explained the work undertaken by the MiWG. The group has been in existence since 2010 and its role is to co-ordinate the microinsurance efforts of the various IAA committees and Sections.

The MiWG has become involved with two international organizations, the Microinsurance Network and the International Labour Organization's Microinsurance Innovation Facility (the Facility). It is also involved with the International Association of Insurance Supervisors, through the Insurance Regulation Committee. Howard would like A&A to consider how the topic of microinsurance fits into its agenda. He said that members of the MiWG need to be in contact with actuaries in developing countries to find out their needs in terms of support and one way would be through A&A and its subcommittees (in particular, through regional seminars). Howard suggested that members review the [papers](#) published by the Facility.

Microinsurance is associated with poverty reduction and mainly aimed at people in developing countries. From the research being carried out, the events that cause or keep people in poverty are often insurable events like death, illness, drought, or loss of livestock and the area of microinsurance is being developed to cover some of these events. This area of insurance is increasing into the commercial market. There is more interest in commercialization from local/regional insurance companies and some international re-insurance companies. This comes back to actuaries through government aid agencies and non-governmental organizations. Actuaries working in this field must know how to price the product and how to reserve. Unfortunately, there are very few specialists, as most actuaries concentrate on developed countries and not in developing countries where the need lies.

It was advised that actuaries who speak on behalf of the IAA at regional seminars should liaise with members of the MiWG prior to the event, so the speaker is aware of all aspects of assistance that can be offered.

Chris said that the seminar which took place in Myanmar was funded by the microinsurance facility of the United Nations Development Programme; Howard is currently discussing with the Institute and Faculty of Actuaries the possibility of attaching an additional module (on microinsurance) to the Certified Actuarial Analyst qualification

It was suggested that the next steps should be for the committee and its subcommittees to co-ordinate with the MiWG, and for microinsurance to appear as a topic on the agendas for regional seminars, if appropriate.

## **9. Subcommittee Reports**

### *Africa Subcommittee (AfSC)*

It was reported that the nominations for the OSC were discussed during the AfSC meeting. Sundeep Raichura has been nominated to join the OSC, and agreed to take on this role. The budget and applications for the fourth African congress were also topics for discussion. The congress will be further discussed on a conference call. The countries which expressed an interest in hosting the event were Ghana, Kenya, and Namibia. (*Secretarial note: The deadline for applications has passed and it has been decided that Ghana will host the next African congress*).

Thierry Poincelin reported that the first year of the Training the Trainers master's program has begun in Senegal. An actuarial association is also being created in French-speaking Africa, the statutes of which are being drafted; the final version should be complete by the beginning of 2015.

Renata De Leers, Executive Director of the Actuaries Without Borders Section (AWB), reported that AWB are receiving fewer requests than in the past and those they are receiving come from countries where it is unsafe to send volunteers. AWB is also working on a book donation project, a platform for sending books from developed to developing countries. One of the problems is the high cost of shipping. The AWB Committee has agreed to donate CAD 1,500 to launch the project, and it is seeking help from other associations. Another project being undertaken by the committee is a tutoring project. Bosco Chan will present the AWB committee with the proposal of one-on-one tutoring in developing countries.

It was reported that there have been exchanges between a French university and actuarial

professionals in Tunisia with the aim of establishing a course on actuarial methods in the country. Tarmo requested that the country report on Tunisia be updated to this effect.

*Action item*

Secretariat to update the Tunisia country report.

*Asia Subcommittee (AsSC)*

It was reported that the Asia Subcommittee is organizing a regional seminar meeting in Chinese Taipei which will take place on the afternoon of October 11 and the morning of October 12, leading up to the East Asia Actuarial Conference. The program is in the process of being finalized. A speaker is being sought to deliver a presentation on the topic of Solvency II. The invitations have been sent and some bursary requests have been received (*Secretarial note: approximately 30 participants attended this event*).

It was noted that the University of Lyon has a joint actuarial program with actuarial profession in Vietnam. The two first years of the program take place in Vietnam and the third year in Lyon.

Chris commented on the introductory seminar that took place in Myanmar and the conference call that took place afterwards. Discussion took place on the possibility of holding actuarial education seminars and of introducing the Certified Actuarial Analyst exam, amongst other possibilities. Sixty to seventy people participated in the event including Myanmar's Minister of Finance who is supportive of the development of the profession in the country.

*Eurasia and Middle East Subcommittee (EMESC)*

Committee members were informed that a conference call had been held during which it was agreed to approach the Actuarial Association of Azerbaijan with regard to hosting the congress in the region.

It was noted that the list of members of the recently formed subcommittee is available on the website. The first meeting of the EMESC was to take place in London, but due to the low attendance this was cancelled and is now planned for Zürich. The new members of the subcommittee in attendance introduced themselves to the A&A members.

It was noted that there are two universities in Iran teaching actuarial sciences. There are students preparing for actuarial examinations who are very keen to be involved with the IAA.

*Latin America Subcommittee (LASC)*

It was reported that Chile is preparing to become a Full Member. Eduardo Lara met with Chilean representatives, who are now drafting the documentation required to apply for full membership, in 2015. Chris will provide further assistance to them in October when he is in Santiago.

A regional seminar will take place in Perú from November 27–28, which is expected to be attended by approximately 200 people.

The following information was provided on other countries within the region:

- Ecuador is interested in forming an association;
- Uruguay presented an initial interest to form an association in 2012; the subcommittee needs to follow up on this; and
- There is an initiative to create a Central American association led by Panama and Costa Rica.

**10. Other Business**

Tarmo announced that José Luis will be retiring from the role of Chairperson of the Latin America Subcommittee and he introduced the names of the candidates nominated by the subcommittee as the new leadership: Marcos Barretto, Chairperson, and Eduardo Lara as Vice-chairperson. José Luis requested the approval of the committee and thanked members for the privilege of leading the Latin America Subcommittee.

The proposed leadership for the subcommittee was approved and Tarmo wished them all well in their new roles. He also thanked José Luis Lobera for all the work carried out during his mandate (*Secretarial note: the new leadership will assume its position on January 1, 2015*)

**11. Close of Meeting**

There being no further business to discuss, the meeting was adjourned at 17:20.

*Respectfully submitted, Carla Melvin*

## **Attendance List**

**Chairperson:** Tarmo Koll (Eesti Aktuaaride Liit)

**Co-Vice-chairperson:** Darryl G Wagner (Society of Actuaries)

**Co-Vice-chairperson:** José Luis Lobera (Colegio Nacional de Actuarios A. C.)

### **Members**

Mohamed Amrani, Association Marocaine des Actuaires

Bob Conger, Casualty Actuarial Society

Chris Daykin, Institute and Faculty of Actuaries

Renata De Leers, Institut des Actuaires en Belgique

Giovanna Ferrara, Istituto Italiano degli Attuari

Xueyun Huang, China Association of Actuaries

Steve Lehmann, American Academy of Actuaries

Robert McKay, Canadian Institute of Actuaries

Ibrahim Muhanna, Lebanese Association of Actuaries

Thierry Poincelin, Institut des Actuaires

Ulrich Stellmann, Deutsche Aktuarvereinigung e. V.

Yoshihiko Tsuji, Institute of Actuaries of Japan

### **Ex officio**

Jim MacGinnitie, Chairperson, IAA Fund

### **IAA Secretariat**

Christian Levac

Carla Melvin

### **Observers**

Morteza Aalabaf, member of the Eurasia and Middle East Subcommittee

Yuriy Galushko, member of the Eurasia and Middle East Subcommittee

Francis Gota, Actuarial Society of Ghana

Yoshiaki Maebayashi, Institute of Actuaries of Japan

Estelle Pearson, Actuaries Institute Australia

Daniel Smith, Actuaries Institute Australia

Michael Smith, member of the Latin America Subcommittee and the Mentorship Task Force.

Christelle Dieudonne, Institut des Actuaires