

**ISAP 4 – IFRS 17 Insurance Contracts**

**IAA Professionalism Committee Review of Compliance with Due Process**

*(Final Report – September 2019)*

Prepared by:

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Professionalism Committee Task Force (TF) to review compliance with Due Process  
for ISAP 4

## Status Report on ISAP 4 - IFRS 17 Insurance Contracts

### Strategic Action Plan for ISAPs

		Date	Evidence	Verified (1)	Verified (2)
1.	Consider proposal (EC)		<i>N/A – Started under prior due process</i>	JAV	MY
<i>Note that Executive Committee (EC) should consider whether an IAN would be more appropriate.</i>					
2.	Add to Strategic Action Plan for ISAPs (Council)	12 October 2010	<a href="#">Vienna Council Minutes</a> Item B19	JAV	MY

### Statement of Intent

		Date	Evidence	Verified (1)	Verified (2)
3.	Prepare draft SOI (ASC)	18 November 2013	<a href="#">Draft SOI Published for Consultation</a>	JAV	MY
<i>SOI should include: reasons why ISAP is desirable; purpose(s) of ISAP; scope of ISAP (including boundaries), roles to which it would apply and high level indication of proposed content; and confirmation that there is no conflict with principle of subsidiarity.</i>					
4.	Consult on draft SOI (ASC)	18 November 2013	<a href="#">Transmittal Letter</a>	JAV	MY
<i>Member associations should be asked to inform local standard-setter.</i>					
5.	Submit proposed final SOI for approval, together with report on consultation (ASC). <i>Copy to PC.</i>	28 May 2014	<a href="#">Proposed Final SOI</a>  <a href="#">ASC Report</a>	JAV	MY
6.	Approve proposed final SOI (EC), submit to Council for ratification	EC Approved 8 July 2014	<a href="#">Final SOI</a>	JAV	MY
<i>There should be sufficient demand for the ISAP to justify the work to be done in developing it. ASC should provide to EC and Prof Comm a summary of the key issues from the consultation on the draft SOI and the ASC's responses.</i>					
7.	Ratify approval within 9 months (Council)	Ratified by Council on 13 September 2014	<a href="#">Final SOI</a>	JAV	MY
<i>Council may invite ASC and EC to submit a modified SOI (-&gt; amend this template if necessary).</i>					
8.	Publicise approval (EC/Secretariat)	17 October 2014	<a href="#">IAA Website</a> <a href="#">News Release</a>	JAV	MY
<i>Member associations should be invited to communicate the decision to relevant national bodies.</i>					

## Exposure Draft

		Date	Evidence	Verified (1)	Verified (2)
9.	Develop an Exposure Draft (ASC)	27 February 2018	<a href="#">Exposure Draft for ISAP 4 Amendments to Glossary for ISAP 4 Exposure Draft</a>	JAV	MY
<i>Any significant revision of scope, compared with final SOI, requires EC approval. Such revisions should be communicated to Council in a timely manner and ratified at the next Council meeting.</i>					
10.	Consult on ED (ASC)	27 February 2018	<a href="#">Transmittal Memo</a> Comment Deadline 30 June 2018	JAV	MY
<i>Distribute to member associations. Publish on IAA website. Invite comments from member associations, relevant international bodies and other interested parties. Encourage member associations to consult with their own members, actuarial standard-setting bodies in their jurisdictions, legal advisers and applicable national bodies.</i>					
		Date	Evidence	Verified (1)	Verified (2)
11.	Carefully consider comments received; prepare a comprehensive report on the comments and the ASC's response (ASC)	26 February 2019	<a href="#">Comments Received</a>  <a href="#">Report on Treatment of Comments on Exposure Draft</a>	JAV	MY
<i>ASC may include in the report, or in its drafting notes accompanying the proposed ISAP, any items that led to significant debates / divergent views.</i>					
12.	Consider whether re-exposure is necessary (ASC)	30 January 2019	<a href="#">ASC meeting minutes</a>	JAV	MY
<b>2<sup>nd</sup> Exposure - Consultation period 28 February to 30 April 2019</b>					
13.	Consult on 2 <sup>nd</sup> ED (ASC)	28 February 2019	<a href="#">Transmittal Memo</a> Comment Deadline 30 April 2019	JAV	MY
<i>Distribute to member associations. Publish on IAA website. Invite comments from member associations, relevant international bodies and other interested parties. Encourage member associations to consult with their own members, actuarial standard-setting bodies in their jurisdictions, legal advisers and applicable national bodies.</i>					
14.	Carefully consider comments received; prepare a comprehensive report on the comments and the ASC's response (ASC)	17 July 2019	<a href="#">Report dated 17 July 2019</a> Published on the website and distributed with the announcement regarding the final review consultation.	JAV	MY
<i>ASC may include in the report, or in its drafting notes accompanying the proposed ISAP, any items that led to significant debates / divergent views.</i>					

**Development of Final ISAP**

		Date	Evidence	Verified (1)	Verified (2)
15.	Develop proposed final ISAP; publish consultation response and proposed final ISAP(ASC)	17 July 2019	e-mail announcement, <a href="#">website</a> and <a href="#">Transmittal Memo</a> Comment Deadline 16 August 2019	JAV	MY
16.	Assess compliance with due process (subject to materiality) (Prof Comm)				

**Adoption of ISAP**

		Date	Evidence	Verified (1)	Verified (2)
17.	Proposed final ISAP -> EC for approval for submission to Council (ASC)	05 Sept 2019	Memo from ASC Chair to Exec. Committee, 6 comment letters received posted on IAA <a href="#">website</a> and considered in proposed final version of <a href="#">ISAP 4</a> and <a href="#">Glossary</a>	JAV	MY
18.	Approve proposed final ISAP for submission to Council (EC)	Review of compliance with due process precedes these steps, which are noted here only for completeness.			
19.	ISAP -> to Council – 60-day agenda (EC)				

***Additional steps (20. – 24.) if any substantive issues arise out of the final review consultation (see 15.)***

		Date	Evidence	Verified (1)	Verified (2)
20.	Address substantive issues arising from the final review consultation (ASC)	05 Sept 2019	Memo from ASC Chair to Exec. Committee with ASC <a href="#">consultation report</a> with responses to comments	JAV	MY

			considered in final version		
21.	Assess compliance with due process in respect of response to the final review consultation (subject to materiality) (Prof Comm)	Review of compliance with due process precedes these steps, which are noted here only for completeness.			
22.	Proposed final ISAP (as amended) -> EC for approval for submission to Council (ASC)				
23.	Approve proposed final ISAP (as amended) for submission to Council (EC)				
24.	ISAP -> Council for approval – 30-day agenda (EC)				

		Date	Evidence	Verified (1)	Verified (2)
25.	Adopt ISAP (Council)	Review of compliance with due process precedes these steps, which are noted here only for completeness.			
26.	ISAP promulgated (EC/Secretariat)				

**Comments from reviewers:**

*The ISAP Due Process for ISAP 4 has been thorough, complete and complied with all Due Process requirements.*