

29 July 2019

**RE: NOMINATION OF INDIVIDUALS WHO ARE INSURANCE EXPERTS TO SERVE AS MEMBERS ON THE COMMUNITY OF EXPERTS PRACTITIONERS (CEP)**

In-line with its mandate, INSETA must facilitate and oversee the development, registration and implementation of insurance-related occupational qualifications. These qualifications are quality assured by the Quality Council for Trades and Occupations (QCTO).

To this end, INSETA wishes to invite nominations of industry experts with relevant experience and who are practicing in their respective fields of expertise; to become members of our CEPS for the following qualifications and part qualifications:

1	<b>QUALIFICATION (PART QUALIFICATIONS)</b>	<b>Financial investment Advisor Qualification</b> <ul style="list-style-type: none"> <li>- Long Term Insurance Advisor NQF Level 5</li> <li>- Pensions &amp; Employee Benefit Advisor NQF Level 5</li> <li>- Health Care Advisor NQF Level 5</li> <li>- Investment Advisor NQF Level 6</li> </ul>
2	<b>QUALIFICATION (PART QUALIFICATIONS)</b>	<b>Short-Term Insurance Practitioner:</b> <ul style="list-style-type: none"> <li>- Retail Insurance Representative NQF Level 4</li> <li>- Commercial Lines Insurance Representative NQF Level 5</li> <li>- Personal Lines Insurance Representative NQF Level 4</li> <li>- Short Term Insurance Advisor Level 6</li> </ul>
3	<b>QUALIFICATION (PART QUALIFICATIONS)</b>	<b>Insurance Agent: Insurance Underwriter NQF Level 5</b>

This membership nomination is for a duration of 12 months with an option to extend beyond the duration. This is done to encourage companies to release CEP Members for scheduled meetings and, where possible, recognise their contribution with CPD points.

Tentative CEP meeting dates (**once a month**) will be communicated with approved/appointed members.

**NB:** After these sessions, INSETA will announce further scheduling as required.

Generally, all meetings will be held at INSETA head office in Johannesburg (Parktown).

Working together for a skilled tomorrow

Ground floor, 37 Empire Road  
Parktown, Johannesburg 2193  
P.O. Box 32035, Braamfontein 2017

Telephone: 011 381 8900  
Website: [www.inseta.org.za](http://www.inseta.org.za)

Please complete the attached nomination form and return to [vacancies@inseta.org.za](mailto:vacancies@inseta.org.za) on before the 30 August 2019, clearly stating **NOMINATION OF COMMUNITY EXPERTS PRACTITIONERS (CEP)**

The INSETA looks forward to your response.



**NOMINATION SHEET TO BE A MEMBER OF THE INSETA CEP**

Please complete the sheet and email it back to [vacancies@inseta.org.za](mailto:vacancies@inseta.org.za) on or before the 30<sup>th</sup> August 2019.

**SDF/REPORTING MANAGER DETAILS:**

<b>Name of SDF/Manager:</b>	
<b>Cell of SDF/Manager:</b>	
<b>Email Address of SDF/Manager:</b>	
<b>Name of Organisation:</b>	
<b>Physical Address of Organisation:</b>	
<b>Telephone Number of Organisation:</b>	
<b>Signature &amp; Date of SDF/Manager:</b>	

**DETAILS OF NOMINEE/ APPOINTEE:**

<b>Name of CEP Member:</b>	
<b>Contact Cell CEP Member:</b>	
<b>Office Tel of SDF Member:</b>	
<b>Email Address of CEP Member:</b>	
<b>ID Number of CEP Member:</b>	
<b>Area of Expertise of CEP Member:</b>	
<ul style="list-style-type: none"> <li>- Short-Term Practitioner</li> <li>- Financial Investment Advisor</li> <li>- Insurance Underwriter</li> </ul>	
<b>Signature &amp; Date of CEP Member Accepting Nomination/Appointment</b>	

**NOTE:**

**CEP Member must provide copy of CV and ID copy upon returning this completed form.  
CEP Member must be willing to attend scheduled meetings at INSETA head office.  
CEP Member must be willing to sign a standard INSETA Non-Disclosure Agreement.**