*IC 02/2003: Work permits for aliens in the insurance industry*

I would like to draw the attention of all members of the insurance industry that with effect from July 2003, all applications for new or renewal of work/entry permits by Non-Kenyan to work or invest in the insurance industry should be channeled through this office in accordance with instructions from the Principal Immigration Officer dated 8th July, 2003.

When making such application to me, please indicate the number of expatriates already working in your organization and their position.

You shall also enclose a complete Curriculum Vitae and documents showing proof of ay academic and professional qualifications of the applicant.

Clear reasons must be given for the request to recruit an expatriate including a statement that no Kenya has been found suitable to occupy the requested position through competitive interviewing.

Any application that does not comply with the above regulations shall not be considered for recommendation to the Principal Immigration Officer.

*IC 03/2003: Central Bank Funds held under lien*

The Central Bank of Kenya by a Circular of 15th May 2003 advised Insurance organizations that after the date of the circular they will be required to channel lien creation forms and or cancellation through the Commissioner of Insurance for approval before submitting them to the Central bank of Kenya.

The new procedure creates additional activities to this office and if not well coordinated would cause delays and be expensive to the insurance players.

To ensure a smooth process, we would like to request those making applications to submit them to this office within a reasonable time before the deadline preferably seven days before the due date.

The application should be on the usual CDS forms with a covering letter and a schedule showing the existing liens and the expiry dates.

Currently, we would like to build a data base on the existing liens and their expiry dates and you are therefore required to submit the information in the attached form