

Master Circular on Submission of Returns



Ref: IRDAI/NL/MSTCIR/RT/93/6/2024

Date: 14.06.2024

To

All Life Insurers, General Insurers, Health Insurers and Reinsurers, including FRBs

Sub: Master Circular on Submission of Returns

- A. This Master Circular is issued under Section 34 of the Insurance Act, 1938, Section 14 (2) (i) of the IRDA Act 1999 and
- Insurance Regulatory and Development Authority of India (Rural, Social Sector and Motor Third Party Obligations) Regulations, 2024.
 - Insurance Regulatory and Development Authority of India (Registration, Capital Structure, Transfer of Shares and Amalgamation of Insurers) Regulations, 2024.
 - Insurance Regulatory and Development Authority of India (Expenses of Management, including Commission, of Insurers) Regulations, 2024.
 - Insurance Regulatory and Development Authority of India (Actuarial, Finance and Investment Functions of Insurers) Regulations, 2024.
 - Insurance Regulatory and Development Authority of India (Corporate Governance for Insurers) Regulations, 2024
 - Insurance Regulatory and Development Authority of India (Insurance Products) Regulations, 2024
 - Insurance Regulatory and Development Authority of India (Protection of Policyholder's Interests, operations and allied matters of insurers) Regulations, 2024
 - Insurance Regulatory and Development Authority of India (Registration and operations of Foreign Branches and Lloyd's India) Regulations, 2024.
- B. This master circular shall be known as Master Circular on Submission of Returns.
- C. The Master Circular shall be reviewed every year unless review or repeal is warranted earlier.
- D. The Returns referred to under this circular shall be submitted as per the provisions herein.
- E. All words and explanations used herein and not defined in this Master Circular but defined in the Insurance Act, 1938 (4 of 1938) or Insurance Regulatory and Development Authority Act, 1999 (41 of 1999) or Rules or Regulations made thereunder shall have the meanings respectively assigned to them in those Acts or Rules or Regulations.
- F. In Order to remove any doubts or difficulties that may arise in the application or interpretation or any of the provisions of this Master Circular, the Competent Authority may issue appropriate clarifications, as and when deemed necessary.

This has approval of the Competent Authority.


14/6/24
Randip Singh Jagpal
Executive Director(NL)

Background:

The Authority in its endeavor to encourage the ease of doing business, reduce the compliance burden and remove redundancies, has reviewed the existing Regulations to convert them into principle based, following which master circulars giving guidance on operational aspects are also issued. The following is the list of regulations:

- i. Insurance Regulatory and Development Authority of India (Rural, Social Sector and Motor Third Party Obligations) Regulations, 2024;
- ii. Insurance Regulatory and Development Authority of India (Registration, Capital Structure, Transfer of Shares and Amalgamation of Insurers) Regulations, 2024;
- iii. Insurance Regulatory and Development Authority of India (Expenses of Management, including Commission, of Insurers) Regulations, 2024;
- iv. Insurance Regulatory and Development Authority of India (Actuarial, Finance and Investment Functions of Insurers) Regulations, 2024;
- v. Insurance Regulatory and Development Authority of India (Corporate Governance for Insurers) Regulations, 2024;
- vi. Insurance Regulatory and Development Authority of India (Insurance Products) Regulations, 2024;
- vii. Insurance Regulatory and Development Authority of India (Protection of Policyholder's Interests, operations and allied matters of insurers) Regulations, 2024;
- viii. Insurance Regulatory and Development Authority of India (Registration and Operations of Foreign Branches and Lloyd's India) Regulations, 2024;

These Regulations and the corresponding Master Circulars require insurers and reinsurers, including Foreign Reinsurance Branches, to submit certain returns on periodical basis, wherein reference is made to the Master Circular on submission of returns.

In this context, this Master Circular is being issued aiming to create a single reference for all such returns and harmonize the timelines for filing. It also aims to consolidate relevant instructions for filing of these returns, where applicable, into a unified framework.

The Master Circular is divided into 3 parts. Part – I of the circular stipulates returns specified in the 8 regulations given above and corresponding master circulars. These returns will check the fulfillment of the objectives of the regulations and monitoring of the performance/ working of the insurers.

Part – II of the circular are business statistics that are collected either through BAP / email. This is to understand the growth and spread of the business in various geographies, distribution channels, demography, product segments, persistency, renewability, etc. It provides greater insights into the company's business strategy.

Part – III of the circular repeals the various circulars which are no longer applicable, subsequent to the notification of this circular.

Scope and applicability:

- (1) This Master Circular replaces Circulars issued earlier pertaining to submission of Regulatory Returns.
- (2) It provides guidance/instructions on filing of returns, wherever necessary, for ease of understanding.
- (3) It shall apply to every life insurer, general insurer, health insurer and reinsurers and Foreign Reinsurance Branches transacting reinsurance business in India.

INDEX

SI No.	Submission of returns	Annexure
Part – I - Submission of returns as specified under Master Circular		
1.	Background	
2.	Rural, Social Sector and Motor Third Party Obligations	Annexure_IRDAI_RET_1-2.docx
3.	Registration, Capital Structure, Transfer of Shares and Amalgamation of Insurers	Annexure_IRDAI_RET_3.docx
4.	Expenses of Management, including Commission, of Insurers	Annexure_IRDAI_RET_4-6.docx
5.	Actuarial, Finance and Investment Functions of Insurers	Annexure_IRDAI_RET_7-17.docx Annexure_IRDAI_RET_18-28.docx
6.	Corporate Governance for Insurers	Annexure_IRDAI_RET_29-34.docx
7.	Insurance Products	Annexure_IRDAI_RET_35-38.xlsx
8.	Protection of Policyholder's Interests, operations and allied matters of insurers	Annexure_IRDAI_RET_39-43.docx
9.	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Annexure_IRDAI_RET_44-60.docx
Part – II - Submission of returns under BAP / E - mail		
10.	Returns on Business Statistics	
A	Life	Annexure_IRDAI_RET_A - Life Dept. _ Sl.no. 1 - 76
B	Non-Life	Annexure_IRDAI_RET_B- NL Dept. – Sl. No. 77-90
C	Health	Annexure_IRDAI_RET_C- Health Dept Sl. No. 91-99
D	F&I	Annexure_IRDAI_RET_D.Zip S. No. 100 - 142
Part – III Repeal		
11.	Repeal	

Particulars of Returns to be submitted

Part – I - Submission of returns as specified under Master Circular

This part of the circular stipulates returns specified in the above mentioned eight regulations and corresponding master circulars. These returns seek to oversee the fulfillment of the objectives of the regulations and at the same time monitor the activities of the insurers. The list of returns is as follows:

S. No	Form No.	Description	Frequency	Master Circular / Chapter No.s	Applicability
1	IRDAI_RET_1	Rural Social Sector Obligations - Life	Half-Yearly	As per Point. 9 of Chapter - VI of Master Circular on Rural, Social Sector and Motor Third Party Obligation	Life Insurers
2	IRDAI_RET_2	Rural Social Sector – Motor Third Party Obligations - General	Half-Yearly	As per Point. 9 of Chapter - VI of Master Circular on Rural, Social Sector and Motor Third Party Obligation	Non-Life, SAHI
3	IRDAI_RET_3	Equity Shareholding Pattern Statement-Part A,B and C	Quarterly	Registration, Capital Structure, Transfer of Shares and Amalgamation of Insurers	Non-Life, Life & SAHI
4	IRDAI_RET_4	Table 1 Return on Payment of Commission by the SAHI	Annual	Expenses of Management, including Commission, of Insurers	SAHI
5	IRDAI_RET_5	Table 2 Return on Payment of Commission by the Gen	Annual	Expenses of Management, including Commission, of Insurers	Non-Life
6	IRDAI_RET_6	Table 3 Return on Payment of Commission by the Life	Annual	Expenses of Management, including Commission, of Insurers	Life
7	IRDAI_RET_7	Annexure ACTL-LI-1: With Profit Committee (WPC) Report	Annual	Chapter IV - Part-1- Actuarial Returns	Life
8	IRDAI_RET_8	Annexure ACTL-LI-2: Appointed Actuary's Annual Report format	Annual	Chapter IV - Part-1- Actuarial Returns	Life
9	IRDAI_RET_9	Return-ACTL-3: Annexure ACTL-LI-3: Asset Liability Management Report and Tables	Annual and also Quarterly for DSIs	Chapter IV - Part-1- Actuarial Returns	Life
10	IRDAI_RET_10	Return-ACTL-4: Annexure ACTL-LI-4: Economic Capital Submissions	Annual	Chapter IV - Part-1- Actuarial Returns	Life

S. No	Form No.	Description	Frequency	Master Circular / Chapter No.s	Applicability
11	IRDAI_RET_11	Return-ACTL-9 : Annexure ACTL-LI-5: Persistency and Renewal Rates	Annual	Chapter IV - Part-1- Actuarial Returns	Life
12	IRDAI_RET_12	Return-ACTL-1: Additional Forms to be submitted along with Actuarial Report and Abstract (Life Insurance)	Annual	Chapter IV - Part-1- Actuarial Returns	Life
13	IRDAI_RET_13	Return-ACTL-2: Reconciliation & Checklist (Life Insurance)	Annual	Chapter IV - Part-1- Actuarial Returns	Life
14	IRDAI_RET_14	Return-ACTL-5 :Annexure ACTL-GI-1: IBNR Report format, Forms and Tables	Annual	Chapter IV - Part-1- Actuarial Returns	Non-Life, SAHI and Specialized Insurers
15	IRDAI_RET_15	Return-ACTL-6 :Annexure ACTL-GI-2: Financial Condition Report (FCR) Format and Tables	Annual	Chapter IV - Part-1- Actuarial Returns	Non-Life, SAHI and Specialized Insurers
16	IRDAI_RET_16	Return-ACTL-7:Annexure-ACTL-GI-3: Asset Liability Management Report and Tables	Annual and also Quarterly for DSIs	Chapter IV - Part-1- Actuarial Returns	Non-Life, SAHI and Specialized Insurers
17	IRDAI_RET_17	ACTL-GI-4:Return-ACTL-8: Economic Capital Submissions	Annual	Chapter IV - Part-1- Actuarial Returns	Non-Life, SAHI and Specialized Insurers
18	IRDAI_RET_18	Investment in Credit Default Swaps	Quarterly	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers
19	IRDAI_RET_19	Exposure to Interest Rate derivatives	Quarterly	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers
20	IRDAI_RET_20	Exposure to Companies Participating in Joint Lenders Forum (JLF)	Quarterly	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers

S. No	Form No.	Description	Frequency	Master Circular / Chapter No.s	Applicability
21	IRDAI_RET_21	Investments in AIF	Quarterly	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers
22	IRDAI_RET_22	Exposure/Prudential and Other Investment Norms	Quarterly	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers
23	IRDAI_RET_23	Concurrent Auditor's Certificate on AIF investments	Quarterly	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers
24	IRDAI_RET_24	CA certificate on Investment Risk Management Systems and Process	Once in Two Years minimum	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers
25	IRDAI_RET_25	Concurrent Auditor's Certificate on Exposure to Credit Default Swaps (CDS)	Quarterly	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers
26	IRDAI_RET_26	Concurrent Auditor's certificate on Exposure to Interest Rate Derivatives	At the time of initially taking exposure to Interest Rate Derivatives	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers
27	IRDAI_RET_27	State wise investments	Quarterly	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers
28	IRDAI_RET_28	Concurrent Auditor's Certificate for SFIN creation	At the time of creation of each SFIN	Section VI of Chapter 3 (i.e. Investments) of Master Circular on Actuarial, Finance and Investment Functions of Insurers,2024	Life

S. No	Form No.	Description	Frequency	Master Circular / Chapter No.s	Applicability
29	IRDAI_RET_29	Remuneration and other payments made during the Financial Year to MD/CEO/WTD & KMPs	Annual	Clause 9.5(b) and 9.5 (d) (i) of Master Circular on Corporate Governance for Insurers,2024	Non-Life, Life & SAHI
30	IRDAI_RET_30	Details of Outstanding Deferred Remuneration of MD/CEO/WTD & KMPs	Annual	Clause 9.5(b) and 9.5 (d) (i) of Master Circular on Corporate Governance for Insurers,2024	Non-Life, Life & SAHI
31	IRDAI_RET_31	Details of Remuneration Reduced / Cancelled / Recovered in respect of KMPs during the Financial Year	Annual	Clause 9.5(b) and 9.5 (d) (i) of Master Circular on Corporate Governance for Insurers,2024	Non-Life, Life & SAHI
32	IRDAI_RET_32	Status of Compliance	Annual	Clause 9.5(b) and 9.5 (d) (i) of Master Circular on Corporate Governance for Insurers,2024	Life, Non-Life , SAHI, Specialized Insurers & Reinsurers
33	IRDAI_RET_33	Annual Compliance Certificate for appointment of common directors	Annual	Clause 2.2 (e) of Master Circular on Corporate Governance for Insurers,2024	Non-Life, Life, SAHI ,Specialized Insurers & Re-insurers
34	IRDAI_RET_34	Certification for compliance of the Stewardship Principles	Annual	Clause 12 of Master Circular on Corporate Governance for Insurers,2024	Non-Life, Life, SAHI ,Specialized Insurers & Re-insurers
35	IRDAI_RET_35	Intimation of newly launched Product	As and When Launched	Master Circular on Insurance Products	All Insurers
36	IRDAI_RET_36	Business of newly launched Product	Annual	Master Circular on Insurance Products	All Insurers
37	IRDAI_RET_37	Product wise Underwriting and Claim and other service level Information	Annual	Master Circular on Insurance Products	Non-Life
38	IRDAI_RET_38	Statement of Claims –	Annual	Master Circular on Insurance Products	Non-Life
39	IRDAI_RET_39	Outsourcing	Annual	Protection of Policyholder's Interests, operations and allied matters of insurers	Non-Life, Life & SAHI
40	IRDAI_RET_40	PRAGATI report	Half-yearly	Protection of Policyholder's Interests,	Non-Life, Life & SAHI

S. No	Form No.	Description	Frequency	Master Circular / Chapter No.s	Applicability
				operations and allied matters of insurers	
41	IRDAI_RET_41	Court cases and Insurance Ombudsman Awards	Half-yearly	Protection of Policyholder's Interests, operations and allied matters of insurers	Non-Life, Life & SAHI
42	IRDAI_RET_42	Mis-selling complaints	Half yearly	Protection of Policyholder's Interests, operations and allied matters of insurers	Non-Life, Life & SAHI
43	IRDAI_RET_43	Details of Transfer of Unclaimed Amount of Policyholders for more than 10 years to Senior Citizens' Welfare Account	Annual	Protection of Policyholder's Interests, operations and allied matters of insurers	All Insurers
44	IRDAI_RET_44	Reinsurance Statistics Business Within India	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Non-life insurers including Specialized Insurers, standalone Health Insurers, Indian Reinsurers, FRBs and Lloyds India, Exempted insurers
45	IRDAI_RET_45	Reinsurance Statistics Foreign Business	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Non-life insurers including Specialized Insurers, standalone Health Insurers, Indian Reinsurers, FRBs and Lloyds India, Exempted insurers
46	IRDAI_RET_46	Details of Outstanding Recoveries & their aging data	Annual and also Quarterly for DSIs	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Non-life insurers including Specialized Insurers, standalone Health Insurers, Indian Reinsurers,

S. No	Form No.	Description	Frequency	Master Circular / Chapter No.s	Applicability
					FRBs and Lloyds India, Exempted insurers
47	IRDAI_RET_47	Reinsurance Risk Exposure Statistics	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Non-life insurers including Specialized Insurers, standalone Health Insurers, Indian Reinsurers, FRBs and Lloyds India, Exempted insurers
48	IRDAI_RET_48	Details of Reinsurance premium ceded to the Indian Insurer/FRBs/CBRs/IIOs	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Non-life insurers including Specialized Insurers, standalone Health Insurers, Indian Reinsurers, FRBs and Lloyds India, Exempted insurers
49	IRDAI_RET_49	Details of Reinsurance Premium Accepted from Indian Insurer/FRBs/CBRs/IIOs	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Non-life insurers including Specialized Insurers, standalone Health Insurers, Indian Reinsurers, FRBs and Lloyds India, Exempted insurers
50	IRDAI_RET_50	Details of Reinsurance Claims Indian Insurer/FRBs/CBRs/IIOs. (on inward)	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Non-life insurers including Specialized Insurers, standalone Health Insurers, Indian Reinsurers,

S. No	Form No.	Description	Frequency	Master Circular / Chapter No.s	Applicability
					FRBs and Lloyds India, Exempted insurers
51	IRDAI_RET_51	Details of Reinsurance Claims Indian Insurer/FRBs/CBRs/IIOs. (on Outward)	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Non-life insurers including Specialized Insurers, standalone Health Insurers, Indian Reinsurers, FRBs and Lloyds India, Exempted insurers
52	IRDAI_RET_52	Statement of Facultative Placement	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Non-life insurers including Specialized Insurers, standalone Health Insurers, Indian Reinsurers, FRBs and Lloyds India, Exempted insurers
53	IRDAI_RET_53	Statement of Reinsurance Premium (Indian Business, Foreign Business)	Annual and also Quarterly for DSIIIs	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Indian Reinsurers, FRBs and Lloyds India
54	IRDAI_RET_54	Statement of Underwriting performance	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Reinsurers, FRBs and Lloyds India
55	IRDAI_RET_55	Aging data of reinsurance recoverable claims	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches	Life Insurers , Indian Reinsurers and FRB

S. No	Form No.	Description	Frequency	Master Circular / Chapter No.s	Applicability
				and Lloyd's India) Regulations, 2024	
56	IRDAI_RET_56	Details of Retained Sum at Risk	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Life Insurers , Indian Reinsurers and FRB
57	IRDAI_RET_57	Details of Reinsurance premium ceded to and claims received from the Indian Insurer/FRBs/CBRs/IIOs	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Life Insurers , Indian Reinsurers and FRB
58	IRDAI_RET_58	Details of Reinsurance Premium Accepted from and claims paid to Indian Insurer/FRBs/CBRs/IIOs	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Life Insurers , Indian Reinsurers and FRB
59	IRDAI_RET_59	Reinsurance Premium and Claims Accounts for the quarter	Quarterly	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Life Insurers , Indian Reinsurers and FRB
60	IRDAI_RET_60	Insurance Pool Statistics	Annual	IRDAI (Re-insurance) Regulations, 2018 and IRDAI (Registration and Operations of Foreign Reinsurers Branches and Lloyd's India) Regulations, 2024	Pool Administrator

Part – II - Submission of returns under BAP/ Email

This part of the circular seeks business statistics in order to understand the growth and spread of the business in various geographies, distribution channels, demography, product segments, persistency, renewability, etc. It provides greater insights into the company's business strategy.

S. No	Form No.	Description	Frequency	Applicability
1	IRDAI_RET_101	PMJJBY-Policy year data	Monthly	Life
2	IRDAI_RET_102	PMJJBY- Bank wise	Monthly	Life
3	IRDAI_RET_103	PMJJBY- State wise	Monthly	Life
4	IRDAI_RET_104	Annual Audited Statistics-General Info	Annually	Life
5	IRDAI_RET_105	Annual Audited Statistics-Channel wise	Annually	Life
6	IRDAI_RET_106	Annual Audited Statistics-State wise	Annually	Life
7	IRDAI_RET_107	Annual Audited Statistics-Micro Ins	Annually	Life
8	IRDAI_RET_108	Annual Audited Statistics-List Of MI products	Annually	Life
9	IRDAI_RET_109	Annual Audited Statistics-Claims	Annually	Life
10	IRDAI_RET_110	Annual Audited Statistics-Details of claims	Annually	Life
11	IRDAI_RET_111	Annual Audited Statistics-SEC 45 CASES	Annually	Life
12	IRDAI_RET_112	Annual Audited Statistics-MI Claims	Annually	Life
13	IRDAI_RET_113	Annual Audited Statistics-Details of MI Claims	Annually	Life
14	IRDAI_RET_114	Annual Audited Statistics-Unclaimed	Annually	Life
15	IRDAI_RET_115	Annual Audited Statistics-Benefits Paid_Indvl	Annually	Life
16	IRDAI_RET_116	Annual Audited Statistics-Benefits Paid_Group	Annually	Life
17	IRDAI_RET_117	Annual Audited Statistics-Agency Stats State wise	Annually	Life
18	IRDAI_RET_118	Annual Audited Statistics-Agency stats	Annually	Life
19	IRDAI_RET_119	Annual Audited Statistics-Individual Agents state wise	Annually	Life
20	IRDAI_RET_120	Annual Audited Statistics-POS	Annually	Life
21	IRDAI_RET_121	Annual Audited Statistics-Women Lives	Annually	Life
22	IRDAI_RET_122	Annual Audited Statistics-INSP - Renewal	Annually	Life
23	IRDAI_RET_123	Annual Audited Statistics-GNSP - Renewal	Annually	Life
24	IRDAI_RET_124	Annual Audited Statistics-Renewal Business State wise	Annually	Life
25	IRDAI_RET_125	Annual Audited Statistics-Certificate	Annually	Life
26	IRDAI_RET_126	Annual Audited Statistics-Rural-Social	Annually	Life
27	IRDAI_RET_127	Business Data on Social Security Schemes	Annual	Life
28	IRDAI_RET_128	Income wise Classification of Insurance Buyers- Statewise.xls	Annual	Life
29	IRDAI_RET_129	New Business Data - Product and Channel Wise.xls	Annual	Life
30	IRDAI_RET_130	New Business - First Premium Figures - Individual - Rider.xls	Monthly	Life
31	IRDAI_RET_131	New Business - First Premium Figures - Individual.xls	Monthly	Life

S. No	Form No.	Description	Frequency	Applicability
32	IRDAI_RET_132	New Business Figures (First Year Premium) - Group - Rider.xls	Monthly	Life
33	IRDAI_RET_133	New Business Figures (First Year Premium) - Group.xls	Monthly	Life
34	IRDAI_RET_134	New Business Figures (First Year Premium) - Individual - Rider.xls	Monthly	Life
35	IRDAI_RET_135	New Business Figures (First Year Premium) - Individual.xls	Monthly	Life
36	IRDAI_RET_136	Renewal - Group Business Figures-Rider.xls	Monthly	Life
37	IRDAI_RET_137	Renewal - Group Business Figures.xls	Monthly	Life
38	IRDAI_RET_138	Renewal - Individual Business Figures-Rider.xls	Monthly	Life
39	IRDAI_RET_139	Renewal - Individual Business Figures.xls	Monthly	Life
40	IRDAI_RET_140	Agency Statistics - Slabwise.xls	Quarterly	Life
41	IRDAI_RET_141	Agency Statistics Statewise.xls	Quarterly	Life
42	IRDAI_RET_142	Agency Statistics.xls	Quarterly	Life
43	IRDAI_RET_143	Claims Data on Social Security Schemes.xls	Quarterly	Life
44	IRDAI_RET_144	Data for surrenders, partial withdrawals, switches and top-ups.xls	Quarterly	Life
45	IRDAI_RET_145	Data on legal cases.xls	Quarterly	Life
46	IRDAI_RET_146	Death Claim, Maturity and Scheme Level Surrenders (Group) - Ageing of Claims.xls	Quarterly	Life
47	IRDAI_RET_147	Death Claim, Maturity and Scheme Level Surrenders (Group) - Claims Movement.xls	Quarterly	Life
48	IRDAI_RET_148	Death Claim, Maturity and Scheme Level Surrenders (Group) - Scheme level Surrenders.xls	Quarterly	Life
49	IRDAI_RET_149	Death Claims (Individual) - Ageing of Claims.xls	Quarterly	Life
50	IRDAI_RET_150	Death Claims (Individual) - Claims Movement.xls	Quarterly	Life
51	IRDAI_RET_151	Death Occurrences - Policy Duration wise.xls	Quarterly	Life
52	IRDAI_RET_152	Details of business procured through distance mediums.xls	Quarterly	Life
53	IRDAI_RET_153	Details of New Business Data For MI - Channel wise.xls	Quarterly	Life
54	IRDAI_RET_154	Details of New Business Data For MI - Statewise.xls	Quarterly	Life
55	IRDAI_RET_155	Free Look and Cheque dishonor data.xls	Quarterly	Life
56	IRDAI_RET_156	Group New Business Category wise Data.xls	Quarterly	Life
57	IRDAI_RET_157	Health Claims (Group) - Ageing of Claims.xls	Quarterly	Life
58	IRDAI_RET_158	Health Claims (Group) - Claims Movement.xls	Quarterly	Life
59	IRDAI_RET_159	Health Claims (Individual) - Ageing of Claims.xls	Quarterly	Life
60	IRDAI_RET_160	Health Claims (Individual) - Claims Movement.xls	Quarterly	Life
61	IRDAI_RET_161	List of MI Products.xls	Quarterly	Life
62	IRDAI_RET_162	MI Claims Movement Form - Death Claims - Ageing of Claims.xls	Quarterly	Life

S. No	Form No.	Description	Frequency	Applicability
63	IRDAI_RET_163	MI Claims Movement Form - Death Claims - Claims Movement.xls	Quarterly	Life
64	IRDAI_RET_164	MI Claims Movement Form - Maturity - Ageing of Claims.xls	Quarterly	Life
65	IRDAI_RET_165	MI Claims Movement Form - Maturity - Claims Movement.xls	Quarterly	Life
66	IRDAI_RET_166	New Business Data - Channelwise.xls	Quarterly	Life
67	IRDAI_RET_167	New Business Data – State wise - Group.xls	Quarterly	Life
68	IRDAI_RET_168	New Business Data - Statewise - Individual.xls	Quarterly	Life
69	IRDAI_RET_169	Penal Interest Paid - Claims and Benefits.xls	Quarterly	Life
70	IRDAI_RET_170	Repudiated_Rejected Claims Data.xls	Quarterly	Life
71	IRDAI_RET_171	Rider Claims Data - Ageing of Claims.xls	Quarterly	Life
72	IRDAI_RET_172	Rider Claims Data - Claims Movement.xls	Quarterly	Life
73	IRDAI_RET_173	State wise Benefits Paid Movement Form.xls	Quarterly	Life
74	IRDAI_RET_174	State wise Death Claims Movement Form.xls	Quarterly	Life
75	IRDAI_RET_175	Survival Periodic Benefits and Maturity Benefits (Individual) - Ageing of Claims.xls	Quarterly	Life
76	IRDAI_RET_176	Survival Periodic Benefits and Maturity Benefits (Individual) - Claims Movement.xls	Quarterly	Life
77	IRDAI_RET_177	Segment wise Gross Premium data across all Channels	Quarterly	Non-Life, SAHI
78	IRDAI_RET_178	Statement of Incurred claims	Quarterly	Non-Life, SAHI
79	IRDAI_RET_179	State wise and channel wise claims reported	Quarterly	Non-Life, SAHI
80	IRDAI_RET_180	State wise and channel wise claims Paid	Quarterly	Non-Life, SAHI
81	IRDAI_RET_181	State wise and channel wise claims incurred	Quarterly	Non-Life, SAHI
82	IRDAI_RET_182	Catastrophic Claim Details – State wise	Annual	Non-Life
83	IRDAI_RET_183	Large Claim Details - Insurer-wise	Annual	Non-Life
84	IRDAI_RET_184	MICROINSURANCE STATISTICS -Upto the quarter	Quarterly	Non-Life, SAHI
85	IRDAI_RET_185	Form X - State wise Statement of Offices (Quarterly Format)	Quarterly	Non-Life, SAHI
86	IRDAI_RET_186	Details of foreign offices	Quarterly	Non-Life, SAHI
87	IRDAI_RET_187	Form IX - Agency Organisation Statement (Quarterly Format)	Quarterly	Non-Life, SAHI
88	IRDAI_RET_188	Summary of Terrorism Insurance Business	Annual	Non-Life
89	IRDAI_RET_189	Claims Data for Coinsurance	Annual	Non-Life
90	IRDAI_RET_190	Monthly Business figures	Monthly	Non-Life, SAHI
91	IRDAI_RET_191	Details of product / add-on performance (Health / Personal Accident / Domestic Travel / Overseas Travel)	Annual	Non-Life, SAHI
92	IRDAI_RET_192	Details of State-wise Channel-wise business	Annual	Non-Life, SAHI

S. No	Form No.	Description	Frequency	Applicability
93	IRDAI_RET_193	State-wise details of New Business and In-force Business	Annual	Non-Life, SAHI
94	IRDAI_RET_194	Details of state wise (excluding PA and Travel) claims paid by mode of settlement of claims	Annual	Non-Life, SAHI
95	IRDAI_RET_195	State wise details on number of network providers	Annual	Non-Life, SAHI
96	IRDAI_RET_196	Details of claims handled (in-house settlement and through TPAs, as may be applicable)	Annual	Non-Life, SAHI
97	IRDAI_RET_197	Details of Gross Premium, Number of persons covered and incurred claims for the quarter	Quarterly	Non-Life, SAHI
98	IRDAI_RET_198	State-wise details of Claims, New Business, Renewal Business and In-force Business of Health Insurance Products and Riders (of life insurers)	Annual	Life
99	IRDAI_RET_199	Fraud Monitoring Report	Annual	Non-Life, Life & SAHI
100	IRDAI_RET_200	A-RA: Revenue Account	Quarterly	Life
101	IRDAI_RET_201	A-PL: Profit & Loss Account	Quarterly	Life
102	IRDAI_RET_202	A-BS: Balance Sheet	Quarterly	Life
103	IRDAI_RET_203	Schedule 1: Premium	Quarterly	Life
104	IRDAI_RET_204	Schedule 2: Commission Expenses	Quarterly	Life
105	IRDAI_RET_205	Schedule 3: Operating Expenses	Quarterly	Life
106	IRDAI_RET_206	Schedule 4: Benefits Paid	Quarterly	Life
107	IRDAI_RET_207	Schedule 5: Share Capital	Quarterly	Life
108	IRDAI_RET_208	Schedule 5A: Pattern of Shareholding	Quarterly	Life
109	IRDAI_RET_209	Schedule 6: Reserves and Surplus	Quarterly	Life
110	IRDAI_RET_210	Schedule 7: Borrowings	Quarterly	Life
111	IRDAI_RET_211	Schedule 8: Investments - Shareholders	Quarterly	Life
112	IRDAI_RET_212	Schedule 8A: Investments - Policyholders	Quarterly	Life
113	IRDAI_RET_213	Schedule 8B: Investments - Assets to Cover Linked Liabilities	Quarterly	Life
114	IRDAI_RET_214	Schedule 9: Loans	Quarterly	Life
115	IRDAI_RET_215	Schedule 10: Fixed Assets	Quarterly	Life
116	IRDAI_RET_216	Schedule 11: Cash and Bank Balances	Quarterly	Life
117	IRDAI_RET_217	Schedule 12: Advances and Other Assets	Quarterly	Life
118	IRDAI_RET_218	Schedule 13: Current Liabilities	Quarterly	Life
119	IRDAI_RET_219	Schedule 14: Provisions	Quarterly	Life
120	IRDAI_RET_220	Schedule 15: Miscellaneous Expenditure	Quarterly	Life
121	IRDAI_RET_221	B-RA: Revenue Account	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
122	IRDAI_RET_222	B-PL: Profit & Loss Account	Quarterly for Non life	Non life, SAHI, Re-

S. No	Form No.	Description	Frequency	Applicability
			Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Insurers and FRBs
123	IRDAI_RET_223	B-BS: Balance Sheet	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
124	IRDAI_RET_224	Schedule 1: Premium Earned [Net]	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
125	IRDAI_RET_225	Schedule 2: Claims Incurred [Net]	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
126	IRDAI_RET_226	Schedule 3: Commission	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
127	IRDAI_RET_227	Schedule 4: Operating Expenses	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
128	IRDAI_RET_228	Schedule 5: Share Capital	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
129	IRDAI_RET_229	Schedule 5A: Pattern of Shareholding	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
130	IRDAI_RET_230	Schedule 6: Reserves and Surplus	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs

S. No	Form No.	Description	Frequency	Applicability
131	IRDAI_RET_231	Schedule 6A:Head Office Account Schedule	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
132	IRDAI_RET_232	Schedule 7: Borrowings	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
133	IRDAI_RET_233	Schedule 8: Investments - Shareholders	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
134	IRDAI_RET_234	Schedule 8A: Investments - Policyholders	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
135	IRDAI_RET_235	Schedule 8B: Investments - Assets to Cover Linked Liabilities	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
136	IRDAI_RET_236	Schedule 9: Loans	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
137	IRDAI_RET_237	Schedule 10: Fixed Assets	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
138	IRDAI_RET_238	Schedule 11: Cash and Bank Balances	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
139	IRDAI_RET_239	Schedule 12: Advances and Other Assets	Quarterly for Non life Insurers, SAHI & Re-Insurers	Non life, SAHI, Re-Insurers and FRBs

S. No	Form No.	Description	Frequency	Applicability
			and Half Yearly for FRBs	
140	IRDAI_RET_240	Schedule 13: Current Liabilities	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
141	IRDAI_RET_241	Schedule 14: Provisions	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs
142	IRDAI_RET_242	Schedule 15: Miscellaneous Expenditure	Quarterly for Non life Insurers, SAHI & Re-Insurers and Half Yearly for FRBs	Non life, SAHI, Re-Insurers and FRBs

Time Line for submission: - The Returns mentioned above shall be submitted by the insurers in the desired frequency within the stipulated time as mentioned below, unless otherwise specified under the form

- a. Returns submitted through BAP will be continued to be submitted as per timelines stipulated therein
- b. Returns submitted through E-mails shall be submitted 21 days from the end of reporting period for Unaudited Returns, and 45 days from the end of reporting period for Audited Returns

These returns can be accessed through this [link https://irdai.gov.in/document-detail?documentId=5049895](https://irdai.gov.in/document-detail?documentId=5049895)

Part – III - Repeal

This Master Circular supersedes the following Guidelines/Circulars:

S. No.	Date	Ref. No.	Brief description of Circular/Guidelines issued
1	23-12-2014	IRDA/HEALTH/GEN/BAP HEALTH INS/56/2	Submission of Health Insurance Regulatory Returns through the Business Analytics Project (BAP) Module
2	23-12-2014	IRDA/HEALTH/GEN/BAPHEALTH INS/56/1	Changes in Health Insurance Regulatory Returns as published under IRDA (Health Insurance) Regulations, 2013.
3	15-05-2015	IRDAI/HEALTH/GEN/BAPHEALTH/1/2015-16	Submission of data in BAP Health Insurance Module -reg.
4	26-05-2015	IRDA/HEALTH/GEN/BAPHEALTH/2/2015-16	Filing of Health Insurance Products through BAP F & U Health Insurance Module-
5	11-01-2017	IRDA/HLT/REG/CIR/006/01/2017	Partial Modification of the provisions of Guidelines on Standardization in Health Insurance Yearly returns to be furnished within 90 days from the close of the Financial Year.”
6	06.12.2022	IRDAI/HLT/CIR/MISC/235/12/2022	Extension of timelines for filing of Health Quarterly Returns to the Authority
7	03-01-2023	IRDAI/REIN/CIR/RT/1/1/2023	Submission of Reinsurance Returns
8	03-06-2022	IRDAI/REIN/CIR/MISC/112/6/2022	Public Disclosures by FRBs/Lloyd's India
9	15-01-2019	IRDA/RI/CIR/MISC/011/01/2019	Submission of Reinsurance Returns and Programme.
10	31-01-2016	IRDAI/CAD/CIR/MISC/01/2016	Periodical returns on grievance Redressal process