QUEST
Professional Center

PROFESSIONAL TRAINING COURSE

Course No. 1893

Insurance Regulatory Reporting Training Course

INSURANCE REGULATION, COMPLIANCE & GOVERNANCE
INSURANCE & RISK MANAGEMENT

DURATION
5 Days

DELIVERY
Classroom

Course Overview

This advanced professional course provides a practical framework for managing regulatory reporting within insurance companies, with a focus on accuracy, completeness, timeliness, consistency, governance, and regulatory accountability. It equips participants with the knowledge and practical capabilities required to establish reliable regulatory reporting processes that support supervisory expectations and sound insurance governance.

The course examines the full regulatory reporting lifecycle, from identifying reporting obligations and interpreting regulatory requirements to data collection, validation, reconciliation, review, approval, submission, documentation, and post-submission monitoring. Participants will learn how to establish clear ownership and controls across the reporting process and reduce the risk of inaccurate, incomplete, inconsistent, or late regulatory submissions.

Particular attention is given to the data and financial information supporting insurance regulatory returns, including technical provisions, capital and solvency information, investments, assets and liabilities, premiums, claims, reinsurance, liquidity, risk exposures, and other supervisory information. The course also addresses data quality, reporting controls, governance, regulatory changes, and the use of technology and analytics to improve reporting reliability.

Through practical exercises, reporting scenarios, case studies, control assessments, and a final workshop, participants will develop a structured approach to regulatory reporting that strengthens reporting governance, improves data integrity, enhances regulatory readiness, and supports effective communication with supervisory authorities.

Objectives

- By the end of this course, participants will be able to:
- Analyze the principles and requirements of effective insurance regulatory reporting.
- Identify and interpret regulatory reporting obligations applicable to insurance companies.
- Develop regulatory reporting calendars, obligations registers, and responsibility matrices.
- Design structured processes for collecting, validating, reconciling, and submitting regulatory data.
- Evaluate data quality risks affecting regulatory returns.

- Strengthen controls over financial, actuarial, investment, underwriting, claims, and reinsurance information.
- Apply validation and reconciliation techniques to improve reporting accuracy and consistency.
- Establish effective review, approval, documentation, and sign-off processes.
- Identify and investigate reporting discrepancies, errors, omissions, and inconsistencies.
- Strengthen governance and accountability throughout the regulatory reporting lifecycle.
- Manage regulatory changes and assess their impact on reporting requirements.
- Improve regulatory reporting controls, evidence management, and audit trails.
- Develop meaningful reporting quality indicators and early-warning mechanisms.
- Enhance cooperation between finance, risk, actuarial, compliance, investments, underwriting, claims, and reporting functions.
- Develop a practical regulatory reporting improvement framework for an insurance organization.

Who Should Attend

This course is designed for professionals responsible for regulatory reporting, financial reporting, compliance, risk management, finance, actuarial functions, investment reporting, and regulatory affairs within insurance companies.

It is also suitable for managers and specialists working in underwriting, claims, reinsurance, investments, finance, accounting, risk, compliance, internal audit, data management, information systems, and operations whose responsibilities contribute to regulatory submissions.

The course is particularly valuable for reporting managers, compliance managers, financial controllers, risk professionals, actuarial professionals, senior specialists, and decision makers seeking to improve regulatory reporting accuracy, strengthen reporting governance, enhance data quality, and reduce regulatory reporting risks.

Learning Outcomes

- Upon completion of the course, participants will be able to:
- Explain the regulatory reporting framework and its importance to insurance supervision.
- Identify regulatory reporting obligations and assign appropriate ownership.

- Build regulatory reporting calendars and reporting obligations registers.
- Map reporting requirements to relevant data sources and business functions.
- Evaluate the quality, completeness, accuracy, and consistency of regulatory data.
- Apply data validation, reconciliation, and quality-control techniques.
- Assess financial, actuarial, investment, underwriting, claims, and reinsurance data used in regulatory reporting.
- Design effective reporting controls and review procedures.
- Identify reporting errors, discrepancies, omissions, and data inconsistencies.
- Establish effective governance, approval, sign-off, and escalation mechanisms.
- Improve documentation, evidence management, and regulatory audit trails.
- Manage regulatory changes and assess their reporting implications.
- Develop reporting quality indicators and early-warning mechanisms.
- Strengthen cross-functional coordination throughout the reporting process.
- Develop corrective actions for reporting weaknesses and recurring errors.
- Build a sustainable regulatory reporting framework that supports regulatory readiness and organizational accountability.

Course Outline

DAY 01

Foundations of Insurance Regulatory Reporting

- Purpose and importance of regulatory reporting in the insurance sector.
- Regulatory reporting principles and supervisory expectations.
- Types and categories of insurance regulatory reports.
- Identifying regulatory reporting obligations.
- Roles and responsibilities of the Board, management, finance, risk, compliance, actuarial, and business functions.
- Regulatory reporting calendars and submission deadlines.
- Reporting ownership and accountability.
- Regulatory reporting policies, procedures, and governance.
- Regulatory communication and supervisory interactions.

DAY 01 — CONTINUED

> **PRACTICAL APPLICATION**
>
> Developing a regulatory reporting obligations register and reporting calendar for an insurance company.

DAY 02

Regulatory Reporting Data, Accuracy & Validation

- Regulatory reporting data requirements and sources.
- Data collection and aggregation processes.
- Data quality dimensions: accuracy, completeness, consistency, timeliness, and integrity.
- Data validation and quality checks.
- Reconciliation between regulatory, financial, actuarial, and operational data.
- Identifying data gaps and inconsistencies.
- Controls over premiums, claims, technical provisions, investments, assets, liabilities, and reinsurance information.
- Data lineage and traceability.
- Managing manual adjustments and reporting overrides.

> **PRACTICAL APPLICATION**
>
> Performing data validation and reconciliation for a simulated regulatory return.

DAY 03

Financial, Solvency, Risk & Insurance Reporting

- Regulatory reporting of financial information.
- Capital adequacy and solvency-related reporting.
- Assets, liabilities, technical provisions, and capital information.
- Investment portfolio and asset reporting.
- Underwriting and premium reporting.
- Claims and loss reporting.
- Reinsurance and counterparty information.

DAY 03 — CONTINUED

- Liquidity and risk exposure reporting.
- Actuarial information supporting regulatory submissions.

PRACTICAL APPLICATION

Reviewing an integrated insurance regulatory reporting package and identifying key reporting risks.

DAY 04

Reporting Controls, Governance & Regulatory Change

- Designing an effective regulatory reporting control framework.
- Review, approval, certification, and sign-off processes.
- Segregation of duties and accountability.
- Reporting error identification, investigation, and escalation.
- Documentation, evidence retention, and audit trails.
- Reporting quality indicators and early-warning mechanisms.
- Internal audit and compliance oversight of regulatory reporting.
- Managing regulatory changes and new reporting requirements.
- Assessing the operational impact of regulatory changes.

PRACTICAL APPLICATION

Designing a regulatory reporting control framework and regulatory change assessment.

DAY 05

Regulatory Reporting Assurance & Continuous Improvement

- Assessing regulatory reporting effectiveness and maturity.
- Root cause analysis of reporting errors and deficiencies.
- Corrective and preventive action planning.
- Managing recurring reporting issues.
- Strengthening cross-functional reporting governance.

DAY 05 — CONTINUED

- Using technology, automation, and data analytics to improve reporting processes.
- Regulatory reporting dashboards and management information.
- Preparing for regulatory reviews and supervisory examinations.
- Building a culture of reporting accuracy and accountability.

> **FINAL WORKSHOP**
>
> Developing an integrated Insurance Regulatory Reporting Framework covering reporting obligations, data governance, validation, reconciliation, controls, governance, approval, submission, regulatory change management, issue remediation, and continuous improvement.

Register or Request More Information

Course page: https://quest-training.com/courses/insurance-regulatory-reporting-training-course
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