



# CENTRAL BANK OF TRINIDAD & TOBAGO

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September 30, 2021

Mr. Raphyl K Williams  
General Manager/Director of Education  
Trinidad and Tobago Insurance Institute  
46-50 Picton Street,  
Newtown  
PORT OF SPAIN

**REF: CB-IOFI-2136/2021**

Dear Mr. Williams

**REQUEST FOR ADVISORY AS IT PERTAINS TO  
THE ROLE OF TRINIDAD AND TOBAGO INSURANCE INSTITUTE (TTII)  
AS AN APPROVED EDUCATIONAL INSTITUTE**

The Central Bank of Trinidad and Tobago (the Central Bank) acknowledges receipt of your correspondence dated January 15, 2021, wherein a request was made for the Central Bank as the Regulator, to:

- (a) provide a communique indicating that the Trinidad and Tobago Insurance Institute (TTII) has been appointed effective January 1, 2021 under cover of letter dated March 31, 2020 by the Minister of Finance upon consultation with the Central Bank; and
- (b) provide guidance on the Continuous Professional Development (CPD) Return.

In this regard, the Central Bank is pleased to advise that it is currently working on publishing a Public Notice in two daily newspapers as well as formally informing all the relevant stakeholder organizations via circular letter.

In addition, as discussed prior, the form of the CPD return required by the Central Bank will be the record of CPD activity of the intermediary during the relevant period, that is obtained from TTII's Agylia Learning Management System and CPD platform.

We apologise for the delay in our response and communication with the industry.

Please be guided accordingly.

Yours sincerely

Naveen Lalla

Manager-Pensions and Intermediaries

**FINANCIAL INSTITUTIONS SUPERVISION DEPARTMENT**