

Pursuant to Article 6 of the Rulebook on the Content of Reports, Notifications and Other Data that Insurance Company Submits to the Insurance Supervision Agency and the Manner and Deadlines for Submission thereof (*Official Gazette of Montenegro*, No 70/08 and 87/09) and Article 9, paragraph 3 of the Rulebook on the Manner of Determining and Monitoring the Insurance Company Liquidity (*Official Gazette of Montenegro*, No 70/09 and 87/09), at the session held on 29 June 2010, the Council of the Insurance Supervision Agency hereby adopts the

INSTRUCTION ON THE MANNER OF ELECTRONIC SUBMISSION OF DATA SUBMITTED BY INSURANCE COMPANY TO THE INSURANCE SUPERVISION AGENCY

Article 1

This Instruction governs in more details the manner of electronic submission of data stipulated by the Rulebook on the Content of Reports, Notifications and Other Data that Insurance Company Submits to the Insurance Supervision Agency and the Manner and Deadlines for Submission thereof and the Rulebook on the Manner of Determining and Monitoring the Insurance Company Liquidity.

Article 2

The company shall be obliged to submit regularly to the Agency data stipulated by rulebooks referred to in Article 1 of this Instruction, electronically via internet address <https://izviestaji.com>.

The communication with the server shall be performed by SSL protocol.

Data referred to in paragraph 1 of this Article shall be kept on the server in MySQL database.

Data referred to in paragraph 1 of this Article may be entered by uploading CSV document containing data stipulated by the Rulebook on the Content of Reports, Notifications and Other Data that Insurance Company Submits to the Insurance Supervision Agency and the Manner and Deadlines for Submission thereof (*Official Gazette of Montenegro*, No 70/08 and 87/09) or the Rulebook on the Manner of Determining and Monitoring the Insurance Company Liquidity (*Official Gazette of Montenegro*, No 70/08 and 87/09), which the Company can export from own databases.

Article 3

A standard computer equipment and password, to be provided by the Insurance Supervision Agency (hereinafter referred to as the Agency), shall be required for electronic submission of data in accordance with this Instruction.

The Agency shall provide the password for a person appointed by the insurance company.

Data entered in the electronic database can be preliminary and final, and shall be submitted within deadlines stipulated by the Rulebook.

Data for one reporting period cannot be entered if data for the previous reporting period are not marked as final.

Article 4

Electronic submission of data shall be performed in such manner the address <https://izvjestaji.com> is typed in a search engine (Internet Explorer, Firefox, ...) for direct access to the system or the address www.ano.me where at the bottom left corner an icon marked SYSTEM FOR ELECTRONIC REPORTING is located for access to the system for reporting and data analysis.

After initial page is opened a username and password shall be typed, provided by the Agency for the authorised person referred to in Article 3 paragraph 2 of this Instruction.

Detailed instructions on the manner of use of the system and handling reports and data are obtained by pressing icon marked "User's Manual".

Article 5

This Instruction shall enter into force on the day following that of its adoption.

Number: 01- 607/4-10
Podgorica, 29 June 2010

President of the Council
Vladimir Kavarić, PhD, m.p.