

INSURANCE MEMORANDUM
CIRCULAR NO. I-93

RULES OF PROCEDURE
GOVERNING ADMINISTRATIVE CASES
BEFORE THE INSURANCE COMMISSION

Pursuant to Executive Order No. 26 dated October 7, 1992, and in conjunction with Book VII of the Administrative Code of 1987 (Executive Order No. 292), the Insurance Commission hereby promulgates the following rules of procedure governing actions or proceedings before it.

RULE I

GENERAL PROVISIONS

Section 1. Applicability - These rules shall apply to all administrative cases brought before the Insurance Commission in the exercise of its powers and functions under the Insurance Code.

Section 2. Construction - These rules shall be liberally construed to promote public interest and to assist the parties in obtaining just, speedy and inexpensive determination of every action brought before the Insurance Commission.

Section 3. Nature of Proceedings - Proceedings before the Insurance Commission shall be summary in nature not necessarily adhering to or following the technical rules of evidence obtaining in the courts of law. The Rules of Court may apply in said proceedings in suppletory character whenever practicable.

Section 4. Verification of Pleadings - Complaints filed under these rules must be verified.

RULE II

PARTIES

Section 1. Complainant and Respondent - In all administrative cases filed with the Insurance Commission, the party initiating the action shall be called the Complainant, and the party against whom action is made shall be called the Respondent.