



Republic of the Philippines
Department of Finance
INSURANCE COMMISSION
1071 United Nations Avenue
Manila



Circular Letter (CL) No.:	2019-13
Date:	10 April 2019
Supersedes/Amends:	NONE

CIRCULAR LETTER

TO : ALL ENTITIES UNDER THE REGULATORY CONTROL AND SUPERVISION OF THE INSURANCE COMMISSION

SUBJECT : COMPLIANCE WITH THE PROVISIONS OF REPUBLIC ACT NO. 10173, OTHERWISE KNOWN AS THE DATA PRIVACY ACT OF 2012

WHEREAS, this Commission adheres to the policy of the State to protect the fundamental human right of privacy of communication, while ensuring free flow of information to promote innovation and growth;

WHEREAS, this Commission recognizes the vital role of information and communications technology in nation-building, and its inherent obligation to ensure that personal information in information and communications systems in the government and in the private sector are secured and protected;

WHEREAS, this Commission recognizes that in the conduct of the respective businesses of the various entities under its regulatory supervision and control, said entities possess and/or process personal information, whether privileged, sensitive, or otherwise, as Personal Information Controllers ("PIC") and/or Personal Information Processors ("PIP") within the purview of Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012;

WHEREAS, considering the foregoing, this Commission considers it prudent to remind such regulated entities that the same are legally obliged to strictly comply with the provisions of the Data Privacy Act of 2012;

NOW, THEREFORE, in accordance with the mandate of this Commission to regulate and supervise insurance and pre-need companies, health maintenance organizations (HMOs), mutual benefit associations (MBAs), their respective agents, brokers, adjusters, intermediaries, and all other entities under the regulatory control and supervision of this Commission, all such regulated and supervised entities are respectively hereby directed to promptly and strictly comply with the provisions of

the Data Privacy Act of 2012, insofar as applicable, particularly as regards the following areas of compliance, viz:

- Registration with the National Privacy Commission (“NPC”) as a Personal Information Controller (“PIC”) and/or a Personal Information Processor (“PIP”);
- Appointment of a Data Protection Officer (“DPO”);
- Conduct of a Privacy Impact Assessment;
- Creation of a Privacy Manual;
- Implementation of privacy and data protection measures; and
- Exercise of data breach reporting procedures.

This Circular Letter shall take effect immediately.



DENNIS B. FUNA
Insurance Commissioner

