

## Procedure for enrolment of Direct Agent for Postal Life Insurance

1. Age- The minimum and maximum age of the applicant shall be 18 years and 65 years respectively.
2. Educational Qualification – The applicant must possess the minimum qualification of a pass in 12<sup>th</sup> standard or equivalent examination conducted by any recognized Board/Institution, where the applicant resides in a place with a population of 5000 or more as per last census and a 10<sup>th</sup> pass or equivalent examination form a recognized board if the applicant resides in any other place.
3. Categories :- Unemployed/self employed educated youth, Ex life Advisors/ Ex agents of any insurance company, Ex-servicemen, Aangan -wadi works, Mahila mandal workers, Retired Teachers, SHGs functionaries etc or any intending person fulfilling above conditions,
4. Walk-in-interview:- the willing eligible persons will attend “walk-in-interview” along with their bio-data and requisite certificates on given date and time.
5. Fee: - A sum of Rs250/- each (non-refundable) for licence/provisional licence as ‘licence fee’ with the dept. The fee for renewal of licence is Rs100/- only.
6. Licence:-The applicant shall be issued provisional licence along with Agents Code and Identity Card. This provisional licence shall be valid for a period of 12 months. Candidates already having IRDA licence, licence shall be issued for a period of three years. Which can be renewed on application made 30 days before expiry of the licence.
7. Training: - In house training for three days will be conducted by Heads of Division .
8. Incentive Rates for PLI Polices :
  - A) Policies other than AEA i.e ( WLA,CWLA,EA, Children Policy and Yugal Suraksha)

Premium paying term	Incentive Structure
Up to and equal to 15 years	4% of first year premium income
More than 15 years but less than or equal to 25 years	10% of first year premium income
More than 25 years	20% of first year premium income

- B) Anticipated Endowment Assurance polices (AEA):-

Premium paying term	Incentive Structure
Less than or equal to 15 years	5% of first year premium income
With term beyond 15 years	7% of first year premium income

9. Incentive Rates for RPLI Polices:-

10% of first year premium income towards the RPLI polices procured by sales force.
10. Renewal Incentive:-

PLI- 2% of renewal premium in respect of Cash PLI polices of all types to all categories of PLI sales force.

RPLI- 2.5% of renewal premium income in respect of RPLI polices procured on or after 01-10-2009.

Proforma for appointment of PLI/RPLI Agents

1	Name of applicant		
2	Father/Husband name		
3	Date of Birth		
4	Educational Qualification		
5	Category (General/OBC/SC/ST)		
6	Present occupation and income		
7	Approximate population of area where applicant reside		
8	Address with PIN Code		
9	Proof of age		
10	Proof of address		
11	Mobile Number		
12	Experience in selling of Insurance product, if any	Yes	No
13	Do you have a knowledge of computer	Yes	No
14	Do you have a knowledge of local area	Yes	No
15	Any other information		

Signature of applicant with address

List of documents attached

1.....

2.....

3.....

4.....

5.....

Contact Details of Divisional Offices for PLI Agency

<b>Srno</b>	<b>District</b>	<b>Name of Division</b>	<b>Contact Details</b>	<b>Email-id</b>
1	Ambala	Ambala	0171-2641533	doambala.hr@indiapost.gov.in
2	Bhiwani	Bhiwani	01664-243140	Dobhiwani.hr@indiapost.gov.in
3	Faridabad	Faridabad	0129-2416597	Dofaridabad.hr@indiapost.gov.in
4	Fatehabad	Hisar	01662-232050	Dohissar.hr@indiapost.gov.in
5	Gurgaon	Gurgaon	0124-2333021	Dogurgaon.hr@indiapost.gov.in
6	Hisar	Hisar	01662-232050	Dohissar.hr@indiapost.gov.in
7	Jhajjar	Rohtak	01262-230206	Dorohtak.hr@indiapost.gov.in
8	Jind	Karnal	0184-2273101	Dokarnal.hr@indiapost.gov.in
9	Kaithal	Kurukshetra	01744-221279	Dokurukshetra.hr@indiapost.gov.in
10	Karnal	Karnal	0184-2273101	Dokarnal.hr@indiapost.gov.in
11	Kurukshetra	Kurukshetra	01744-221279	Dokurukshetra.hr@indiapost.gov.in
12	Mahendergarh	Gurgaon	0124-2333021	Dogurgaon.hr@indiapost.gov.in
13	Mewat	Gurgaon	0124-2333021	Dogurgaon.hr@indiapost.gov.in
14	Palwal	Faridabad	0129-2416597	Dofaridabad.hr@indiapost.gov.in
15	Panchkula	Ambala	0171-2641533	doambala.hr@indiapost.gov.in
16	Panipat	Karnal	0184-2273101	Dokarnal.hr@indiapost.gov.in
17	Rewari	Gurgaon	0124-2333021	Dogurgaon.hr@indiapost.gov.in
18	Rohtak	Rohtak	01262-230206	Dorohtak.hr@indiapost.gov.in
19	Sirsa	Hisar	01662-232050	Dohissar.hr@indiapost.gov.in
20	Sonipat	Sonipat	0130-2241807	Dosonipat.hr@indiapost.gov.in
21	Yamunanagar	Ambala	0171-2641533	doambala.hr@indiapost.gov.in