

**Procedural Notice pursuant to the Health Insurance Law (No 11 of 2013) of the Emirate of Dubai
Procedural Notice Number 1 of 2018 (PN 01/2018)**

Subject of this Procedural Notice	PHIR Register
Applicability of this Procedural Notice	This notice applies to all HIPs & HIIPs
Purpose of this Procedural Notice	To advise on the requirement of member data upload to the member register
Authorised by	Saleh Al Hashimi, Consultant, Dubai Health Insurance Corporation
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Publication date	5 th November 2018
This document replaces	Not applicable
This document has been replaced by	Not applicable
Effective date of this Procedural Notice	Immediately upon publication
Grace period for compliance	Not applicable

Preamble

As per DHA's licensing requirements for all Insurers and Intermediaries any employees engaged in, advising upon or selling health insurance products (face-to-face, tele sales or any other means) must be registered in the PHIR register.

We have noticed there are a number of companies both Insurers and Intermediaries that have not actively kept this up to date. We require all HIP's and HIIP's to update their registers and ensure all details are accurate by November 15th 2018.

How to update your PHIR register

Details on how to update your PHIR register can be found following the instructions in the below link to Procedural Notice 05 of 2014

- [PN 05-2014 Registration of health insurance intermediaries and their representatives](#)