



# newsletter

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IMS Project

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## summary



## éditorial

I am pleased to send you the first issue of the IMS Newsletter. This new communication medium will give all the managers of the IMS groups and, therefore, their members all the information they need. It is, in my opinion, essential to have this bond between all the members of an association.

This issue describes all the changes the IMS has gone through lately. They answer difficulties that we met but that have been smoothed out. This issue also announces the changes in progress and the objectives to come.

Indeed, the IMS is a fast-expanding association. And it's a good thing for all the members, whether they are new or not. This development is carried out according to two main lines: care for the poorest and more solidarity. That's why Option 5 was created. It gives the poorer Congregations, Dioceses and Institutes higher reimbursements for the hospitalization and operation costs of their members. In the future, we would like to adjust the price of the contributions so that it matches better the living standards of the different countries. Soon, communications through the Internet will be possible within the IMS: between the Central Office, the General Section, the other sections and even the different groups. These faster relations will allow to answer more easily all the questions about how the IMS works. They will contribute to the development of the unity and solidarity within the IMS.

What delights me in the IMS is the dedication of all the people who work for the Sections and groups and who serve their brothers and sisters in a true spirit of charity, without forgetting the concern that the IMS shows to the poorer Institutes in order to help them ensure their responsibilities in the health care of their members. These attitudes are deeply evangelical.



Père Michel MENARD  
Président of the IMS

## The IMS, an expanding association

The IMS, which is a non-profit-making association governed by Swiss laws, consists of a Head Office based in Geneva, Switzerland, a Central Office in Paris, France and is divided into seven foreign sections.

Being a support service, its purpose is to help the Superiors and the Bishops carry out their canonical obligations to take care of their Friars, Nuns and Priests whether they are in good or poor health.

In order to be helpful to a larger number of congregations across the world, the IMS opened an East African Section in 2007.

At the end of the year 2006, with a view to being modern and lasting, the International Missionary Society started a modernization project and equipped itself with a new information software program ("SN Santé") through the ICOD Company.

This modernization project will allow to :

- > harmonize and standardize the practices,
- > secure and facilitate the management thanks to the

new computer tool,

> facilitate relations with the Central Office and the other Sections,

> develop the association,

> change the range of benefits and adapt it to the needs of each country.

In order to carry out this project under the most favourable conditions, several working groups have been created, each one of them corresponding to specific needs :

- > the legal working group,
- > the Information System working group,
- > the Organization working group,
- > the Actuarial working group,
- > the Communication working group.

At first, the project will only apply to the General Section and the East African Section because the new system must be operational in the course of the first half of 2008. Then, the other Sections will join the project.

# Working groups : objectives, referral agents



## The legal working group

### Objectives :

- > To discharge the association from the supervision of the insurance companies (OFAP),
- > To carry out on the existing documents the changes that have been asked .



## The Information System working group (IS)

### Objectives :

- > To change the computer system,
- > To standardize the system,
- > To secure the flows and the processing.

Referral agent : Mr COLASSE



## The Organization working group

### Objectives :

- > To modernize and secure the organization,
- > To create development conditions,
- > To harmonize the procedures.

Referral agent : Mrs GAVARD



## The Actuarial working group

### Objectives :

- > To estimate the technical risks,
- > To stabilize the evolution of the range,
- > To modernize the options,
- > To adapt the contributions according to the mission country.

Referral agent : Mr GUERIN



## The Communication working group

### Objectives :

- > To communicate with the groups and the members,
- > To communicate with the Central Office and the Sections,
- > To update the communication media.

Referral agent : Miss ARNOLD

### At the same time as these different working groups :

- > Regular meetings will be organized in order to coordinate the working groups,
- > Training courses will be done in order to train the employees and the Sections on the new tools,
- > A think tank and a thorough survey about the development of the association in new countries will be held.



## Actors and interlocutors

### > Administrative part :

At the Central Office:

- The Management Committee (The President and the directors),
- The managers,
- The employees of the General Section,
- The Development Service,
- The Secretariat Service,
- The Accounting Department,
- The Public Relations Service.

### > The Sections :

The officials of the IMS foreign Sections.

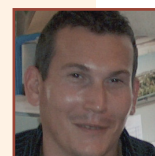
### > Service providers:

- **ICOD** : Supplier of the new tool SN Santé.
- **Partenaire Z** : in charge of the data migration.
- **Kadris consultants** : in charge of setting up the project and accompanying the staff.

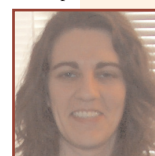
## The employees of the General Section



Denise GAVARD  
Responsible



Michael COLASSE



Annabelle CORREIA



Sylvie COTE



Ludivine ARRAIZ



Laurent NARPON



## Main points of progress

- > The association's discharge by the OFAP from the supervision of insurance companies. The IMS is not considered an insurance company since it provides help to the congregations that remain responsible for their members. As a consequence, the IMS updates its statutes, its policies and procedures and its communication media.
- > Meetings with ICOD for the setting of the new computer system (SN Santé). It should start in the course of the first half of 2008.
- > Choosing of the actuary for the Actuarial working group : MOBILITY ST HONORE. Range changes are submitted to the Management Committee.
- > Newsletter to the foreign Sections.
- > Information of the Management Committee and meetings with the officials of the foreign Sections.

## Glossary

**OFAP** : Federal Office of Private Insurance

**IS** : Information System