

The Insolvency Act 1986

Notice of result of meeting of creditors

Name of Company

The Mediterranean Insurance & Reinsurance Company Limited

Company number

01395873

In the

High Court of Justice, Chancery Division, Companies Court

[full name of court]

Court case number

9278 of 2015

(a) Insert full name(s) and
address(es) of the
administrator(s)

We (a) Steven Edward Butt
6 Snow Hill
London
EC1A 2AY

Michael David Rollings
6 Snow Hill
London
EC1A 2AY

*Delete as applicable

(b) Insert place of meeting

hereby report that *a meeting /~~an adjourned meeting~~ of the creditors of the above company was held at

(c) Insert date of meeting

(b) Cooley (UK) LLP, Dashwood, 69 Old Broad Street, London, EC2M 1QS

on (c) 10 February 2016 at 11 00 am
at which

*Delete as applicable

*1 Proposals /~~revised proposals~~ were approved*2 ~~Proposals / revised proposals were modified and approved~~(d) Give details of the
modifications (if any)~~The modifications made to the proposals are as follows~~

(d) _____

(e) Insert time and date of
adjourned meeting*3 ~~The proposals were rejected~~(f) Details of other resolutions
passed*4 ~~The meeting was adjourned to (e)~~ _____*5 ~~The following resolutions were passed~~

WEDNESDAY



A04

17/02/2016
COMPANIES HOUSE

#426

*Delete as applicable

The revised date for automatic end to administration is _____

A creditors' committee ~~*was~~ / was not formed

Signed



Joint Administrator

Dated 16 February 2016

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Rollings Oliver LLP	
6 Snow Hill London EC1A 2AY	
M015	Tel 020 7002 7961
DX Number	DX Number

Companies House receipt date barcode

When you have completed and signed this form please send it to the Registrar of Companies at

Companies House, Crown Way, Cardiff, CF14 3UZ

DX 33050 Cardiff

**Administrators' Statement of
Proposals pursuant to Paragraph 49
of Schedule B1**

**The Mediterranean Insurance &
Reinsurance Company Limited ("the
Company") - In Administration**

22 January 2016

CONTENTS

- 1 Statutory information
- 2 Background to the Administration
- 3 Administration strategy and objective
- 4 Administrators' receipts and payments
- 5 Financial position
- 6 Exit routes
- 7 Pre-administration costs
- 8 Administrators' remuneration
- 9 Estimated outcome
- 10 Administrators' proposals
- 11 Next report
- 12 Meeting of creditors

APPENDICES

- A Receipts and payments account for the period from 4 December 2015 to 22 January 2016
- B Summary of the Directors' Statement of Affairs of the Company as at 4 December 2015
- C Time analysis for the period from 4 December 2015 to 15 January 2016
- D Narrative guide to activities undertaken, and anticipated to be undertaken, by the Administrators
- E Additional Information in relation to Administrators' fees
- F Time analysis for the pre-appointment period covered by the Administration Engagement letter (8 October to 4 December 2015)
- G Estimated outcome statement as at 15 January 2016
- H Time analysis for the pre-appointment period covered by the Advisory Engagement letter (15 September to 7 October 2015)

1 Statutory Information

- 1 1 The Company is registered in England and Wales under number 01395873
- 1 2 The trading address of the Company was 20 St Dunstons Hill, London, EC3R 8HL The business also traded under the name MedRe
- 1 3 The registered office of the Company has been changed from c/o Charles Taylor Insurance Services Ltd, Lloyds Chambers, Portsoken Street, London, E1 8BT to 6 Snow Hill, London, EC1A 2AY
- 1 4 The Company has a registered share capital of £21,000,000 divided into 210,000 shares of £100 each, all of which have been fully paid
- 1 5 Details of the Company's directors, secretary and shareholders within the last three years are as follows

	Date appointed	Date resigned	Shares held
Directors			
Ali Ammar El Regae (non-executive)	28-Jul-99		Nil
Hadj Mohamed Seba (non-executive)	28-Mar-07		Nil
Omar Fakhri Al Aneizi	25-Oct-78	27-Oct-14	Nil
Michael Collins	19-Dec-86	29-Jul-15	Nil
Secretary			
Michael Collins	26-Aug-81		Nil
Shareholders			
Libya Insurance Company			105,000
Compagnie Centrale De Reassurance			105,000

- 1 6 The Company has been authorised as a UK insurance company since 1979 It is currently authorised by the Prudential Regulatory Authority ("PRA") and the Financial Conduct Authority (FCA") under reference number 202239
- 1 7 The Company has written the following classes of business (being both marine and non-marine), accident (including personal and general), agriculture, all risks, aviation, cargo,

contractors/employers all risks, energy, engineering, fire, hull, liability, machinery breakdown, motor and whole account

- 1 8 As a run-off insurance company, the Company is principally authorised pursuant to Part 4A of the Financial Services and Markets Act 2000 to carry on UK regulated activity of carrying out contracts of insurance

2 Background to the Administration

- 2 1 The primary activity of the Company was the acceptance of non-life general reinsurance business from Libya, Algeria and other Afro-Asian countries. We understand that this initially took the form of acceptance of principally reinsurance and retrocession business from Libya and Algeria, including business written by the Company's shareholders, Libya Insurance Company ("LIC") and Compagnie Centrale De Reassurance ("CCR") (collectively "the Connected Account Business")

- 2 2 In addition to this the Company took on non-Connected Account Business (i.e. risks from countries other than Libya and Algeria) until 1986 and this was subject to a scheme of arrangement in 1989

- 2 3 Further non-Connected Account Business risks, principally comprising business from other Afro-Asian countries, was taken on from 2004

- 2 4 In October 2009, the Company stopped writing new business and entered run-off in relation to those policies that remained extant

- 2 5 Initially, management decided that run-off should be dealt with by way of a solvent scheme of arrangement ("Solvent Scheme"), having also considered both outsourcing the run-off and an outright sale. The shareholders ratified the decision to proceed by resolution at an AGM on 31 May 2011

- 2 6 During the period from May 2011 to March 2013 the Company had been working towards a Solvent Scheme and had engaged with the then Financial Services Authority ("FSA") in an attempt to obtain their approval for such a scheme. Over time however, it became clear that there were a number of issues that needed resolution in advance of approval from the FSA which the Company understood to be as follows

- uncertainties surrounding the impact of Solvency II Directive (2009/138/EC) ("Solvency II") on companies in run-off, and
- concerns in relation to unexpired risks, governing law clauses, as set out in the reinsurance contracts and the varying geographical locations of policyholders

- 2 7 Consequently, and mindful that the lease of the Company's premises was due to expire in July 2014, management decided to again explore options for outsourcing the run-off and obtained cost estimates for the engagement of external run-off companies
- 2 8 In July 2014, Charles Taylor Services Limited ("CTS") were appointed as the Company's run-off agent. CTS' responsibility under the terms of its agreement with the Company included, amongst other things, the day to day administration and management of the run-off process, the progression of the plans for a Solvent Scheme as well as ascertaining what would be required in order for the Company to comply with Solvency II. CTS, on behalf of the Company, also appointed Barnett Waddingham to carry out a solvency capital requirements ("SCR") review for the purposes of Solvency II, which revealed a capital shortfall for SCR purposes of some £2.6 million
- 2 9 By October 2014, Messrs Aneizi and Collins had expressed their desire to resign as executive directors and that, subject to shareholder and regulatory approval, Mr Collins should move from being an executive to non-executive director. The shareholders approved this with effect from 23 March 2015, subject to completion of appropriate formalities and to approvals being obtained
- 2 10 Following the sign-off of the December 2014 financial statements in March 2015, as part of the considerations of the proposed Solvent Scheme and the Solvency II preparation, CTS was also engaged in a substantial amount of work in assessing the Company's financial position. This had previously been undertaken by Mr Collins
- 2 11 At a Board meeting held on 27 July 2015, attended by the non-executive directors and representatives of CTS, the directors requested that CTS undertake a review of the solvency of the Company, and in particular the recoverability of its debtors generally
- 2 12 As a consequence of the findings of this report and with particular reference to the concerns in relation to the recoverability of certain debtors for which the level of supporting documentation was less than anticipated, the board was advised that it should seek formal advice from an insolvency practitioner with a view to assessing the Company's current financial position, options available to the directors and relevant formal insolvency proceedings (if deemed necessary)
- 2 13 As a result, Rollings Oliver LLP ("Rollings Oliver") were formally engaged by the Company on 14 September 2015 to prepare a report for the Company's directors addressing the matters referred to in section 2.12 above. The report was sent by Rollings Oliver to the directors on 1 October 2015
- 2 14 Following on from their report, Rollings Oliver held further discussions with CTS, the PRA and the Company Directors and after reviewing further information provided to them by CTS advised the two remaining non-executive Directors that the Company would be best served

by entering a formal insolvency process as a matter of urgency. In forming this decision, the following had been considered with the Company,

- The Company's estimated financial position,
- The fact that, the Company no longer had a UK-based individual with appropriate authority and control over the Company's affairs in order to take matters forward, including but not limited to control of the Company's bank accounts,
- The regulatory concerns,
- The fact that, a number of the Company's creditors had been pressing for payment for some time, and,
- Concerns regarding the recoverability of certain of the unsupported debtors

2 15 With the assistance of CTS, Rollings Oliver, EC3 Legal LLP (the Company's solicitors) and counsel from Erskine Chambers, the non-executive Directors of the Company made an application to Court for an Administration order and Mike Rollings and Steve Butt were appointed by the High Court as Joint Administrators of the Company on 4 December 2015. The Joint Administrators act jointly and severally in the Administration.

2 16 The Administration is registered in the High Court of Justice, Chancery Division, Companies Court, under reference number 9278 of 2015.

2 17 The EC Regulation on Insolvency Proceedings 2000 does not apply to the Administration. The proceedings are not main proceedings as defined by Article 3 of the Regulation.

3 Administration strategy and purposes

3 1 The Administrators must perform their functions with the purpose of achieving one of the following purposes:

- 1) rescuing the Company as a going concern,
- 2) achieving a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in Administration), or
- 3) realising property in order to make a distribution to one or more secured or preferential creditors

Further information on the pursuance of the above purposes is detailed below.

3 2 As the Company has ceased trading and has been in run-off, a process which commenced in 2009, it is not possible to rescue the Company as a going concern and therefore purpose (1) is not deemed as being achievable

3 3 The Administrators' current understanding is that the Company does not have any secured or preferential creditors and thus purpose (3) is not deemed as being achievable

3 4 Given the forgoing, and subject to the agreement of these proposals, the Administrators are primarily pursuing purpose (2) achieving a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in Administration)

Run-off agent

3 5 As referred to at 2 8 above, in July 2014, the Company instructed CTS as its run-off agent with a view, ultimately, to proposing a Solvent Scheme

3 6 Whilst the Exit route from Administration and the mechanism by which funds will be distributed to creditors referred to in Section 6 remains unclear at this early stage of the Administration, the Administrators consider it appropriate to appoint a run-off agent to deal with various issues including, but not limited to, the following

- Commutation strategy
- Claims handling
- Premium collection
- Reinsurance recoveries
- Debt collection

3 7 The agreement entered into between the Company and CTS is not automatically terminated following administration, the terms of the agreement and the services to be provided by CTS under it are understandably broad, and, as a consequence of the Administration of the Company, the agreement is no longer appropriate

3 8 Given their previous involvement with the Company and consequent understanding of the business, the Administrators have had discussions with CTS in relation to the nature, scope and terms of a revised run-off agreement and have now received a formal cost proposal from CTS which is reflected in the Schedule of estimated expenses to be incurred by the Administrators at Appendix E and the estimated outcome statement at Appendix G. On the basis that such a proposal is acceptable and that outline agreement of scope and terms for a run-off agreement can be reached, we will clarify that the PRA has no objection to the agreement and the outsourcing of certain of the Company's functions in this way

3 9 We expect to have further information in relation to the formalisation of such an agreement at the initial meeting of creditors referred to in Section 12 below

3 10 However, should these discussions with CTS fail to result in an agreement being reached which, in the view of the Administrators, represents scope and terms which will be of assistance to the Administration process and represent value for the Company and creditors generally, we will seek comparable proposals from other run-off agents with a view to entering such an agreement in early course

Progress of the Administration to date

3 11 As shown on the Director's Statement of Affairs, the Company's assets principally comprise cash at bank and various categories of debtors

Recovery of funds held in the Company's accounts with various banks

3 12 Upon appointment, the Administrators wrote to all banks, of which they were aware, that the Company had used, requiring that all of the Company's accounts be frozen, the balance of funds held to the order of the Company (acting by the Administrators) in advance of being transferred to the Administration accounts and that statements and other relevant information in relation to the accounts and the Company's conduct of these accounts was to be provided as a matter of urgency

3 13 A summary of the funds held by the Company at the date of Administration and the funds that have been received to date is set out below from which it can be noted that £1,143,955 has to date been received and the Administrators are awaiting further funds from a number of banks

Bank Location	Balance as at 4 December 2015	Currency	GBP(£) Equivalent*	Funds received as at 22 January 2016
UK	195,494 07	GBP	195,494 07	nil
UK	120,961 91	USD	80,048 96	nil
UK	98,769 50	EUR	71,131 82	nil
UK	3,680 81	GBP	3,680 81	3,681 72
UK	229 21	GBP	229 21	229 28
UK	0 00	EUR	0 00	n/a
UK	1,025,011 04	GBP	1,025,011 04	1,082,081 31
UK	7,424 87	GBP	7,424 87	nil
UK	58,048 79	GBP	58,048 79	57,963 06
Bahrain	96,614 18	USD	63,936 37	nil
Algeria	3,254 00	Algerian Dinar	20 14	nil
Algeria	25,766 00	USD	17,051 17	nil
Tunis	6,751 00	USD	4,467 61	nil
Tunis	6,031 00	GBP	6,031 00	nil
Total			1,532,575 85	1,143,955 37

*Exchange rate taken from XE.com at closing value on 4 December 2015

3 14 Attempts have been made to recover funds held by banks outside of the UK. In Bahrain the Administrators have been informed that they must seek formal recognition of the UK insolvency proceedings by the relevant jurisdiction's government prior to the release of funds and are in the process of instructing solicitors in Bahrain for this purpose.

3 15 In addition, there is uncertainty as to recovery of those funds located in Tunisia and Algeria given the lack of recent correspondence from these banks.

Trading premises

3 16 The Company's lease for its former trading premises at 20 St Dunstons Hill, London, EC3R 8HY expired on 25 July 2014 which contributed towards the Directors' decision to outsource the run-off of extant policies and appoint run-off agents. It is understood that payments were made in respect of dilapidations due under the lease and that the Company has no further liabilities in respect of these premises.

Employees

3 17 The Company had no employees at the date of Administration, all remaining employees of the Company having ceased to be employees prior to Administration. Based on information available, the Administrators currently understand that there are no outstanding employee liabilities or matters to be dealt with.

Regulatory matters

3 18 As the Company's primary activities were insurance and reinsurance, the PRA, as the relevant regulatory body, were consulted prior to the administration application, and their approval was sought for the appointment of the Administrators. On 26 November 2015 the PRA consented to the appointment provided that it took place within 30 days, i.e. on or before 26 December 2015.

3 19 In addition the Financial Conduct Authority ("the FCA") were consulted prior to the administration application, and their approval was sought for the appointment of the Administrators. On 26 November 2015, and for the purposes of section 362A of the Financial Services and Markets Act 2000, the FCA formally consented to the appointment provided that it took place within 30 days, i.e. on or before 26 December 2015.

3 20 The Administrators will continue to correspond with the PRA and FCA to update them on the progress in the Administration and seek their engagement where necessary including, but not limited to, any outsourcing agreements they propose entering into, the mechanism for the distribution of funds to creditors and ongoing regulatory requirements during the course of the Administration.

Investigations

- 3 21 In order to ascertain the full extent of realisable value of the Company's assets, the Administrators will, in conjunction with their legal advisers Cooley (UK) LLP and CTS, continue to collate information in relation to the conduct of the Company's affairs and review the Company's records
- 3 22 Creditors are invited to provide information on any concerns regarding the way in which the Company's business has been conducted, and on potential recoveries for the estate. If you have any information, please forward it to the Administrators using the contact details in these proposals

Proposed work to be undertaken

- 3 23 In addition to realising the cash at bank not already realised, as summarised in the director's Statement of Affairs, the Administrators will continue to liaise with the banks where the Company holds funds to arrange transfer to the administration account and make further enquiries in relation to the conduct of the Company's business and other matters that come to our attention
- 3 24 The Administrators will also be required to undertake certain statutory matters as a consequence of their appointment, further details of which are set out in Appendix D
- 3 25 As detailed in Section 2, CTS were instructed to act as run-off agent by the Company in July 2014 and due to the technical nature of the Company's business, the Administrators believe it is appropriate to retain the assistance of CTS in dealing with certain aspects of the Administration
- 3 26 An overview of the work to be undertaken by CTS is set out below
- Commutation strategy
 - Claims handling
 - Premium collection
 - Reinsurance recoveries
 - Debt collection
- 3 27 It should be noted that there may be additional matters that CT will deal with, and this will be considered when agreeing the formal arrangement with them. However, the Administrators and their staff will have ongoing involvement in these areas where and when appropriate
- 3 28 The Administrators have agreed with CTS that certain costs that they have incurred in providing information which has assisted in the preparation of these proposals (and as set out in Appendix E) will be discharged as expenses of the Administration

4 Administrators' receipts and payments

- 4 1 A summary of receipts and payments for the Administration period from the date of my appointment to 22 January 2016 is attached as Appendix A
- 4 2 The only receipts to date have been cash realisations held in the Company's bank accounts of £1,143,955. The Administrators are in correspondence with the remaining banks which the Company banked with in order to realise remaining funds
- 4 3 No payments have been made in the Administration to date. Costs have been incurred for statutory advertising, statutory bonding, printing and postage and certain costs incurred by CTS in the provision of information for the purpose of these proposals. Pre-appointment costs are detailed at section 7 and pre-appointment time costs are detailed at Appendix F and Appendix H. The Administrators' time costs for the period 4 December 2015 to 15 January 2016 are detailed at Appendix C. Legal fees incurred to date are £39,272 plus disbursements and VAT.

5 Financial Position

- 5 1 Attached at Appendix B is a summary of the Directors' Estimated Statement of Affairs of the Company as at the date of the appointment of the Administrators. This was verified by statements of truth by the directors on 4 January 2016
- 5 2 I have the following observations to make in relation to the Directors' Estimated Statement of Affairs

Assets

Cash at bank

- 5 3 Please note that for the purposes of the Statement of Affairs, the cash at bank held in currencies other than £GBP was converted to £GBP using rates calculated as at the date of appointment
- 5 4 The cash at bank Estimated to Realise ("ETR") value is expected to be realised in full with some upward adjustments for receipts in the period immediately following the Administration order being made. I refer you to comments regarding recognition of UK insolvency proceedings in certain jurisdictions in section 3.14 above

Supported debtors

- 5 5 Supported debtors are those balances where sufficient supporting documentation is currently apparent from the records of the Company to suggest that these debts should be recoverable

in full, subject to a number of provisions and other adjustments that have already been recognised and/or reconciled during the period of run-off prior to Administration

- 5 6 Given the nature of the remaining work that is to be completed as part of the run-off (and of the underlying business) some of these balances are expected to change during the course of the Administration

Unsupported debtors

- 5 7 Unsupported debtors are those balances where sufficient supporting documentation is not currently apparent from the records of the Company to suggest that these debts will be recoverable in full. Whilst a provision against the recoverability has been made and the directors have indicated that the recoverable value of these assets is uncertain, the Administrators will, in conjunction with their advisers (including CTS) continue to review the records of the Company and available information to better understand the recoverability (or otherwise) of these debts

Other debtors

- 5 8 As for unsupported debtors referred to above, the Administrators will, in conjunction with their advisers (including CTS) continue to review the records of the Company and available information to better understand the recoverability (or otherwise) of these debts

Liabilities

Claims outstanding and creditors – reinsurance operations

- 5 9 These amounts are as per the Company's management accounts for the period ended 30 June 2015 as adjusted for the recognition of certain other transactions
- 5 10 Following the verification of the statement of truth by the directors on 4 January 2016, unadjusted management accounts information is now available for the period ended 30 November 2015. The balances shown in these accounts will be reconciled into the statement of affairs. However, it should be noted that as for the supported debtors referred to above, given the nature of the remaining work that is to be completed as part of the run-off (and of the underlying business) some of these balances are expected to change during the course of the Administration

Other creditors including tax/social security

- 5 11 This amount is an historic figure taken from the company's audited accounts as at 31 June 2014. Further investigation needs to be undertaken as to the actual liability, if any that may become due

Current expenses

- 5 12 These are understood to be expenses incurred by third parties and CTS in assisting the Company during the run-off period prior to Administration. These claims will be adjudicated when appropriate.

6 Exit Routes

There are a number of potential exit routes from the Administration which will, at least in part, be driven by the number of different classes of creditors of the Company and the level of funds available to be distributed to creditors.

Scheme of arrangement, Company Voluntary Arrangement ("CVA") or a court sanctioned distribution mechanism

- 6 1 A scheme of arrangement ("Scheme") is a compromise or arrangement under Part 26 of the Companies Act 2006 which may allow companies to reach a binding compromise with their creditors to discharge all remaining assets and liabilities.
- 6 2 If certain majority approval thresholds are met, the terms of the scheme once agreed are binding on the company that promotes the Scheme and all creditors, regardless of whether or not individual creditors originally voted for the scheme.
- 6 3 Given the early stage of the administration, the additional work required during the run-off, the current lack of certainty as regards the total funds anticipated as being available to distribute to creditors and the complexity and cost of a Scheme, it cannot as yet be ascertained whether a Scheme will prove to be a feasible or appropriate distribution mechanism.
- 6 4 However, in the event that a Scheme is not feasible, it may be possible for the Administrators to propose either a Company Voluntary Arrangement or a court sanctioned distribution mechanism, the intention of which would be to introduce a streamlined process for the formal agreement of claims and the distribution of funds to creditors.
- 6 5 Further information will be provided to creditors in relation to these matters in due course.

Dissolution of the Company

- 6 6 If the Administrators consider a distribution will be available to the unsecured creditors from the assets realised, this will be distributed within the Administration using one of the mechanisms referred to above
- 6 7 Once this has been completed, and assuming that there are no further matters that need to be dealt with in the Administration generally, a notice will thereafter be filed at Court and with the Registrar of Companies with the Administrators' final report, for the dissolution of the Company
- 6 8 The same notice would also be filed and the Company moved to dissolution if the Administrators think that the Company has no property which might permit a distribution to its unsecured creditors. A copy of these documents will be sent to the Company and its creditors. For the avoidance of doubt, based on information currently available we anticipate that there will be a distribution to creditors
- 6 9 In these circumstances, the Administrators' appointment would end following the registration of the notice by the Registrar of Companies

Compulsory liquidation

- 6 10 If the Administrators conclude that an exit into liquidation is appropriate so that further investigations into the Company's affairs may be carried out (or indeed for any other reason), an application to court may be made to exit into Compulsory Liquidation instead. If this is appropriate, at this stage it is anticipated, but not mandatory, that the Administrators will become the Liquidators in the subsequent liquidation

7 Pre-administration costs

- 7 1 Under the terms of an engagement letter dated 15 September 2015 to provide the advice referred to in section 2 12 above ("the Advisory Engagement Letter"), dated 15 September 2015, the Company agreed that Rollings Oliver be paid an amount in respect of the value of their time costs capped at £5,000 plus Value Added Tax ("VAT") and disbursements for their work in preparing and delivering their report to the Directors of the Company, dated 1 October 2015
- 7 2 Under the terms of an engagement letter dated 8 October 2015 ("the Administration Engagement Letter"), it was agreed that the costs associated with assessing that administration was the appropriate insolvency procedure and costs incurred in seeking the appointment of Steve Butt and Mike Rollings as Administrators would be paid to Rollings Oliver LLP as costs of the Administration under the provisions of R2 67A of the Insolvency Rules 1986 and subject to the agreement of either a Creditors' Committee of the Creditors generally

It was further agreed, that any additional expenses (e.g. solicitors, counsel and other professional fees) would also be subject to agreement by in the same way

7.3 Rollings Oliver LLP's costs for the pre-administration period total £83,068 including the capped fee of £5,000 plus VAT and disbursements under the Advisory Engagement Letter referred to at 7.1 above. A summary of time costs incurred and the value of that time is set out at Appendix F.

7.4 Pre-administration costs incurred by the Administrators and their firm include time spent in relation to the following activities:

- initial email and telephone correspondence, and physical meetings with CTS and the Directors to understand the nature of the Company's financial position and the process to be followed to put the Company into the relevant insolvency process given the nature of the Company's business,
- A review of the financial position of the Company and the production and delivery of a report covering this and setting out the options available to the directors,
- conference calls, meetings and email correspondence with the PRA and FCA to keep them apprised on the status of the Company and to seek their input in relation to the proposed application for Administration,
- engaging and corresponding with the Company's solicitors, EC3\Legal LLP, and members of Erskine Chambers, in respect of the provision of legal advice pertaining to the Company's solvency. In particular, to assist in determining that administration was the most appropriate process for the Company and collating and scheduling information to assist in the preparation of the application to Court,
- preparation of a witness statement for the proposed Administrators to provide additional information in relation to the suitability of making such an order and the Objective that may be achievable and assisting the directors in consideration of their own witness statement and the basis of the application,
- reviewing documentation provided by CTS in relation to the position of creditors and debtors, and to the funds and assets held by the Company, in consideration of a strategy for how they could be recovered expeditiously following the making of the Order, and,
- attendance at Court for the administration application hearing

7.5 All of the activities referred to above and the resulting time recorded were necessarily incurred in order to obtain the Order and place the Company into Administration.

- 7 6 The Directors instructed EC3\Legal LLP to act on behalf of the Company in relation to the application for the Order. As part of this assistance, EC3\Legal LLP retained the services of Peter Arden QC, assisted by Andrew Blake, of Erskine Chambers ("Counsel") to prepare and present the Company's application for the Order.
- 7 7 The Order which was made by Mr Justice Nugee provided for the legal fees and costs (including Counsel) and accountancy costs (Rollings Oliver) to be paid as an expense of the Administration.
- 7 8 Pre-Administration fees charged and expenses incurred by the Administrators (excluding VAT) are as follows

Charged by	Services provided	Costs charged (£)	Disbursements (£)	Amount unpaid (£)
Rollings Oliver LLP	Pre-administration fees - Advisory Engagement Letter (as detailed above)	5,000 00	18 60	5,018 60
Rollings Oliver LLP	Pre-administration fees - Administration Engagement Letter (as detailed above)	78,067 50	170 15	78,237 65
Charles Taylor Services Limited	Analysis and provision of information to support application to Court	47,534 33	2,655 00	50,189 33
EC3\Legal LLP	Legal advice and assistance in seeking Court Order	25,916 50	Nil	25,916 50
Erskine Chambers	Legal advice and representation in Court hearing	19,540 00	Nil	19,540 00

- 7 9 For the avoidance of doubt, no payments have been made in relation to any of these pre-Administration fees.
- 7 10 The payment of the unpaid pre-Administration costs set out above as an expense of the Administration is subject to the approval of creditors, separately to the approval of the Administrators' Proposals. This approval will be the responsibility of the Creditors' Committee ("Committee") if one is appointed, or alternatively by resolution of a meeting of creditors where there is no Committee.
- 7 11 In addition to this, given the interest that has been expressed by some creditors in acting on a Committee, we anticipate that a Committee will be formed and would welcome this.

8 Administrators' remuneration

8 1 As Administrators, under the provisions of R2 106 of the Insolvency Rules 1986, we are required to provide creditors with details of the work we propose to undertake in the Administration and the expenses we consider will be, or are likely to be, incurred in dealing with the Company's affairs, prior to determining the basis upon which our remuneration will be fixed

8 2 In addition to this, where Administrators seek to pass a resolution to agree the basis of their remuneration by reference to the time properly spent by them and their staff in attending to matters arising in the Administration, an estimate of their fees outlining the time and estimated costs of the work to be done must also be provided

8 3 In this case, we are seeking to agree that our remuneration be based on the time properly spent by us and our staff in dealing with the affairs of the Company. Our fees estimate and details of the work we propose to undertake can be found in Appendix E to this report. Please note that in this case and considering the stage of the Administration and the run-off process this estimate covers the period ending 3 May 2016 only and if we consider the estimate will be exceeded during the Administration, we are obliged to seek further approval for any increase in our remuneration. We will also need to provide further fees estimates for subsequent periods

8 4 As set out in 7 10 above, given the interest that has been expressed by some creditors in acting on a Committee, we anticipate that a Committee will be formed and would welcome this

8 5 The fees estimate provides details of these matters where relevant and appropriate approval to the basis of our remuneration will be sought as outlined in section 10 of this report

I will provide updates on the expenses I consider will be, or are likely to be, incurred during this case with my progress reports in due course

8 6 A copy of "A Creditors' Guide to Administrators' fees" is available on request or can be downloaded from <http://www.insolvency-practitioners.org.uk/regulation-and-guidance/guides-to-fees>. If you would prefer this to be sent to you in hard copy please contact medre@rollingsoliver.com

9 Estimated Outcome and Dividend Prospects for Creditors

9 1 An estimate of the outcome of the Administration as at 15 January 2016 with explanatory notes is attached as Appendix G

- 9 2 Additional realisations of cash at bank have been made since the estimated outcome statement was compiled, but as these sums do not materially affect the calculations involved, the estimate has not been amended to reflect this

Secured creditors

- 9 3 There is no registered security giving charges over the assets of the Company. Consequently, the provisions of S176A of the Insolvency Act 1986 will not apply

Preferential creditors

- 9 4 The Company had no remaining employees at the date of our appointment, nor is there believed to be any outstanding employee liabilities. As such, it is understood that the Company has no preferential creditors

Unsecured creditors

- 9 5 Based on current estimates, the Administrators anticipate realising sufficient assets to enable a distribution to be made to unsecured creditors
- 9 6 However, given the uncertainty surrounding the value of realisations made from debtors of the Company, in particular the unsupported debtors, the Administrators are not in a position to determine the value of any unsecured dividend. Creditors will be provided with guidance on the proposed dividend process and likely return in due course

10 Proposals

It is proposed that the Administrators will continue to manage the affairs of the Company in order to achieve the objective of the Administration. In the circumstances it is proposed that

- 10 1 The Administrators will appoint a run-off agent (be that CTS or some other comparable organisation) to assist in the run-off of the Company under scope and terms which will be of assistance to the Administration process and represent value for the Company and creditors generally,
- 10 2 The Administrators shall, in conjunction with the run-off agent realise the Company's assets as soon as is reasonably practical and wind up the Company in the best interests of the creditors whilst continuing to liaise with the appropriate authorities and regulatory bodies.

- 10 3 The Administrators shall be authorised to take such legal action and to make application to Court for directions and otherwise as they consider appropriate with a view to achieving the Purposes,
- 10 4 The Administrators shall keep the funds held by the Company in such currencies as they deem appropriate,
- 10 5 The Administrators shall appoint and instruct such other professional advisers as they deem appropriate for the purposes of assisting them in achieving the Purposes of the Administration This may include, but not be limited to, run-off agents and legal advisers in the UK and other relevant jurisdictions, forensic accountants, actuaries and tax advisers
- 10 6 If, having realised the assets of the Company, the Administrators think that there are sufficient funds available, they shall seek approval from the PRA and, should one be appointed, the Creditors' Committee, of their proposed distribution mechanism and plan which may consist of one of the following,
- A Scheme,
 - A Company Voluntary Arrangement under Part 1 of the Insolvency Act 1986, or
 - A court sanctioned distribution mechanism
- 10 7 The Administrators shall do all such other things and generally exercise all of their powers as contained in Schedule 1 of the Insolvency Act 1986, as they consider desirable or expedient to achieve the Purposes
- 10 8 The exit route used by the Administrators shall be either of the following without further recourse to clients or creditors
- If there are no outstanding matters that require to be dealt with in a liquidation and if the Administration objectives have been met, the Administrators shall file the appropriate notices at Companies House and notify creditors and clients accordingly, to formally conclude the Administration and move the Company to dissolution, or,
 - to petition the court for a Compulsory Winding Up (Liquidation) of the Company and to appoint the Administrators as Liquidators
- 10 9 In the event that Compulsory Winding Up is the most appropriate exit route from Administration and the Administrators are appointed as Liquidators, any action taken by the Liquidators may be taken by them individually or together
- 10 10 If the Administrators consider it necessary to extend the period of the Administration, they will seek the consent of creditors or the approval of the Court to the extension Creditors may

consent to an extension for a period of up to one year and the Court can order that the Administrators' term of office be extended for a specified period determined by it

10 11 The creditors consider establishing a Creditors' Committee and that if any such Committee is formed they be authorised to sanction the basis of the Administrators' remuneration and disbursements and any proposed act on the part of the Administrators without the need to report back to a further meeting of creditors generally, to include any decision regarding the most appropriate exit route from the Administration

10 12 The Administrators will ensure regular meetings of and/or reports to be issued to any Creditors' Committee that is formed in a manner agreed with such a Creditors' Committee

Remuneration, other amounts payable to the Administrators and their release

10 13 In addition to the matters referred to elsewhere in section 8, the following matters relating to the Administrators' remuneration, when this should be drawn and the basis of certain of their disbursements will need to be agreed separately from the main proposals. These are as set out below

10 14 The basis of the Administrators' remuneration may be fixed as one or more of the following bases and different bases may be fixed in respect of different things done by them

- as a percentage of the value of the assets they have to deal with, or
- by reference to time properly spent by the Administrators and their staff managing the Administration, or
- as a set amount

10 15 In this case, the Administrators are seeking the approval of the basis of their remuneration as follows

- by reference to the time properly spent by the Administrators and their staff in attending to matters arising in the Administration

10 16 In accordance with Statement of Insolvency Practice No 9, issued by the Association of Business Recovery Professionals, the Administrators be authorised to draw Category 2 disbursements as and when funds are available, in accordance with their firm's published tariff. Details of Category 2 disbursements charged by the firm can be found in Appendix E

10 17 Where no Creditors' Committee is appointed, the remuneration and disbursements of the Administrators shall be fixed by resolution of a meeting of creditors or where the Administrators think that the company has insufficient property to enable a distribution to be made to the unsecured creditors (other than via the prescribed part), approval will be sought from the

secured and (if necessary) the preferential creditors in accordance with R2 106 of the Insolvency Rules 1986

10 18 The Administrators will also seek approval for any unpaid pre-administration costs as expenses of the Administration detailed in Section 7 above

10 19 The Administrators will be discharged from liability under Regulation 15 and paragraph 98 of Schedule B1 to the Insolvency Act 1986 immediately following their appointment ceasing to have effect or at such other time as specified by the Court

11 Next Report

11 1 The Administrators are required to provide a progress report within one month of the end of the first six months of the Administration and I will report to you again at this time

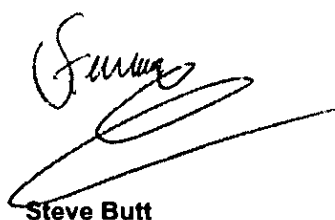
12 Meeting of Creditors

12 1 An initial meeting of the Company's creditors is being convened to approve the Administrators' proposals The meeting will be held on 10 February 2016 at 11 00am (GMT) at the offices of Cooley (UK) LLP, Dashwood, 69 Old Broad Street, London, EC2M 1QS, UK

12 2 Further information on the meeting is contained in the letter accompanying this report

Yours faithfully

For The Mediterranean Insurance & Reinsurance Company Limited



Steve Butt
Joint Administrator

Michael David Rollings and Steven Edward Butt were appointed as Joint Administrators of The Mediterranean Insurance & Reinsurance Company Limited by order of the High Court on 4 December 2015

The affairs, business and property of the Company are being managed by the Joint Administrators who act as agents of the Company and without personal liability

Michael David Rollings and Steven Edward Butt are licensed to act in the UK as insolvency practitioners by the Insolvency Practitioners Association

The Mediterranean Insurance & Reinsurance Company Limited is authorised by the Prudential Regulation Authority and regulated by the Prudential Regulation Authority and the Financial Conduct Authority, reference number 202239 The Company Number is 01395873 and the registered office is 6 Snow Hill, London, EC1A 2AY

Receipts and payments for the period 4 December 2015 to 22 January 2016

RECEIPTS	Total (£)
Cash at Bank	1,143,955 37
	<u>1,143,955.37</u>
PAYMENTS	
	<u>0 00</u>
Balance In Hand	1,143,955.37
	<u>1,143,955 37</u>

Summary of the Directors' statement of affairs of the Company as at 4 December 2015

Summary of Assets

Assets	Book Value £	Estimated to Realise £
Assets subject to fixed charge		
Assets subject to floating charge:		
Uncharged assets:		
Cash at Bank	1,530,320 00	1,503,156 00
Supported debtors	3,513,587 00	1,480,176 00
Unsupported debtors	6,343,216 00	Uncertain
Other debtors	14,055 00	Uncertain
Estimated total assets available for preferential creditors		2,983,332 00

Summary of Liabilities

	Estimated to Realise £
Estimated total assets available for preferential creditors (Carried from Page A)	2,983,332 00
Liabilities	
Preferential Creditors -	
	NIL
Estimated deficiency/surplus as regards preferential creditors	2,983,332 00
Debts secured by floating charge pre 15 September 2003	
Other Pre 15 September 2003 Floating Charge Creditors	NIL
	2,983,332 00
Estimated prescribed part of net property where applicable (to carry forward)	NIL
Estimated total assets available for floating charge holders	2,983,332 00
Debts secured by floating charges post 15 September 2003	
	NIL
Estimated deficiency/surplus of assets after floating charges	2,983,332 00
Estimated prescribed part of net property where applicable (brought down)	NIL
Total assets available to unsecured creditors	2,983,332 00
Unsecured non-preferential claims (excluding any shortfall to floating charge holders)	
Claims outstanding (gross)	1,418,000 00
Provision for exceptional run-off costs	Uncertain
Creditors -reinsurance operations	2,880,092 00
Other creditors incl tax/social security	212,430 00
Accruals and deferred income	Uncertain
Current expenses	65,087 00
	4,575,609 00
Estimated deficiency/surplus as regards non-preferential creditors (excluding any shortfall in respect of F.C's post 14 September 2003)	(1,592,277 00)
Estimated deficiency/surplus as regards creditors	(1,592,277 00)
Issued and called up capital	
	NIL
Estimated total deficiency/surplus as regards members	(1,592,277 00)

Summary of Creditors

Key	Name	Address	£
CA01	ABU DHABI NATIONAL INS CO	PO Box 839, Abu Dhabi, United Arab Emirates	18,114 87
CA03	AFIA RE		7 07
CA04	AFRICAN REINSURANCE (MOROCCO)		139,995 90
CA06	AFRICAN REINSURANCE (NIGERIA)	33 Boulevard Moulay Youssef, Casablanca, Morocco	
CA09	AGEAS INSURANCE LIMITED(A)	Reinsurance House, 12-14 floors 46 Marina, P M B 12765, Lagos, Nigeria	201 91
CA0B	Ahleia Insurance Group (AIG)	Ahleia Ins Group Building 17, Nizar Qabbani Street, Al Masyoun Area 1933, Ramallah, Palestinian Territory	7 05
CA0C	Al Ahleia Insurance Co S A K Kuwait		47,630 27
CA0G	AL AHLIA INS CO Saudi Arabia	Ahmed Al-Jaber Street, P O Box 1602, Safat 13017, Kuwait	48,366 38
CA0H	Al Ain Ahlia Insurance Company	P O Box 939, Riyadh 11312, Saudi Arabia	2,410 68
CA0I	Al Chark Insurance Company	Al Ain Ahlia Insurance Building, Airport Road, P O Box 3077, Abu Dhabi, United Arab Emirates	73,663 72
CA0J	Al Ittihad Al Watani	15 Kasr El-Nil Street, Cairo, Egypt	3,552 94
CA0K	AL MADINA GULF INSURANCE COMPANY	P O Box 1805, Athaiba 130, Oman	142 44
CA0L	Al Sagr National Insurance	Al Hilal Building, Al Garhoud Road, Deira Area, 14614 & 10276 Dubai, United Arab Emirates	28,661 91
CA0O	Al Wathba National Insurance Company	Al Wathba Tower, Banyas Area, Al Najda Street, 45154 Abu Dhabi, United Arab Emirates	2,908 06
CA0R	ALLIANZ AKTIENGESSELLSCHAFT		1,233 24
CA0S	ALLIANZ IARD		4,145 96
CA0T	AMIN REINSURANCE COMPANY	No 40 Farikhi Street, Khorasan Avenue, Kish, Iran	0 94
CA0X	AON GROUP LIMITED	10 Devonshire Square, London, EC2M 4YP, UK	21,227 40
CA0Z	ARAB ASSURERS COMPANY	Building 32, Queen Rania Al Abdullah Street, Al Shmeisani Area, 926269 Amman, Jordan	23,016 74
CA10	Arab Misr Insurance Company AMIG	Arab Misr Ins Co Building, Maahad Ishteraki Street, Helopolis Area 227, Cairo 31114, Egypt	2,031 58
CA13	ARAB REINSURANCE POOL		3,679 11
CA14	ARAB UNION REINSURANCE CO	Maarad Street, Beirut Central District, P O Box 9060, Beirut, Lebanon	18,292 43
CA15	ARAB UNION REINSURANCE COMPANY- SY	Arab Union Reins Building, Al Mazzeah Fayed Mansour Street, 25 Eastern Villas Area, 5178 Damascus, Syria	5,909 33
CA16	Asean Retakaful Ltd, Malaysia	Level 14, Block 4, Financial Park Complex, Jalan Merdeka, 87000 F T, Labuan, Malaysia	28 68
			1,011 16

Key	Name	Address	£
CA19	ASSURANCES MAGHREBIA	64 Rue de Palestine, 1002 Tunis, Tunisia	204 86
CA1A	Assurances Mutuelle Ithad (AMI)	15 Rue de Mauritanie, 1002 Tunis, Tunisia	351 00
CA1D	AXA GENERAL INSURANCE LTD		11 19
CA1E	ALLIANZ INT INSURANCE CO LTD		13,146 98
CA1F	AIG EUROPE (UK) LTD		13,256 93
CA1G	AMSTERDAM HOLLAND SCHLENKER		353 00
CA1H	ARAB INSURANCE GROUP (BSC)		5,899 22
CA1I	ARABIAN SEAS INS CO LTD		134 19
CA1J	ASSICURAZIONI D'ITALIA		481 25
CA1K	AXA MARINE AVIATION TRANSPORT		8,837 95
CB00	B E S T REINS(EX ISLAMIC INS)	Rue du Lac de Constance, Les Berges du Lac, B P No 484, 1080 Tunis, Tunisia	636 27
CB01	B E S T REINSURANCE CO -MALAYSIA	Jalan Bahasa, P O Box 80431, Wilayah Persekutuan, 87014 Labuan, Malaysia	143,453 28
CB04	BA (GI) LIMITED		27 49
CB05	BALOISE INSURANCE COMPANY LTD		14 48
CB08	BIMEH IRAN INSURANCE CO	No 107 Dr Fatemi Ave, P O Box 14155 - 6363, Tehran, Iran	73,306 00
CB0C	BIMEH MARKAZI IRAN	Central Insurance of Iran, 72 Africa Avenue 19157, Tehran, Iran	428 11
CB0D	BRITISH & FOREIGN MARINE INS		18 99
CB0E	B E S T REINSURANCE CO		(6,664 82)
CB0F	BALTICA INS CO (UK) LTD		3 12
CB0G	BISHOPSGATE INS		8 03
CC00	C A A R	48 Rue Didouche Mourad, Alger 16000, Algeria	16,586 90
CC01	CAISSE CENTRALE DE REASSURANCE	SNA Building Tabaris, P O Box 16-7280, Ashrafieh, Beirut, Lebanon	10,119 07
CC02	CAISSE NATIONALE DE MUTUALITE	24 Boulevard Victor Hugo, Alger, Algeria	2,222 33
CC04	CGSM Mozambique	Rua de Imprensa 625-3, Edificio 33 andares, Maputo, Mozambique, Mozambique	10,234 92
CC05	Chanas Assurances	1, Ruedu Dwarf, Douala, Cameroon	1,144 29
CC08	CHEVANSTELL LIMITED (A)		2 72
CC0A	CIGNA REINSURANCE COMPANY	Brussels Reinsurance Division, Kent House, Lower Stone Street, Maidstone, Kent, ME15 6LT, UK	18,191 02
CC0D	COLBOURNE INSURANCE CO LTD		0 20
CC0E	Commercial & General Reinsurance Brokers	35 Al Fours Street, National Museum Area-Al Mathaf, P O Box 167112, Ashrafieh - Beirut, Lebanon	196 21

Key	Name	Address	£
CC0F	COMMERCIAL UNION ASS CO PLC		51 10
CC0G	COMPAGNIE DE REASS D'ILE DE		5 20
CC0H	COMPAGNIE EUROPEENNE DE REASS		40 68
CC0I	COMPAGNIE LIBANAISE D'ASSURANCE		26 71
CC0J	COMPAGNIE MEDITERRANEEENNE DASS		1,744 27
CC0K	Continental Re - Nigeria		12,380 00
CC0M	CSC SVERIGE AB	161-163 Preston Road, Brighton, BN1 6AU, UK	1,197 35
CC0N	CAISSE NATIONALE BELGE D'ASS		316 20
CC0O	CHIYODA FIRE & MARINE INS CO		1,249 68
CC0P	COLONIA INS CO (UK) LTD		2 60
CC0Q	COLONIA INSURANCE COMPANY		445 71
CC0R	COMP DE REASS FRANCAIS		948 60
CC0S	COMPAGNIE TRANSCONTINENTAL RE		7,071 54
CC0T	COPENHAGEN RE CO (UK) LTD		1,211 17
CD00	Dhofar Insurance Company	Dhofar Insurance Co Building, Ruwi Area, 1002, Muscat 112, Oman	1,049 58
CD02	DOHA BANK ASSURANCE	P O Box 55953, C Ring Road, Doha, Qatar	266 96
CD03	Doha Insurance Company (Q S C)	207 - C Ring Road, Najma Area, P O Box 7171, Doha, Qatar	33,922 37
CD04	Dubai Insurance Company	Dubai Insurance Co Building, Al Riqqa Road, Deira Area 3027, Dubai, United Arab Emirates	1,034 92
CD05	Dubai Islamic Insurance & Reinsurance	Gulf Tower - Bloc B1, Oud Metha Street, Bur Dubai Area 157, Dubai, United Arab Emirates	723 57
CD06	DAIICHI MUTUAL FIRE & MARINE		0 72
CD07	DOWA F&M INS CO LTD OSAKA		445 60
CE00	E C O POOL (MILLI REASURANS)	Milli Reasurans T A S , Tesvikiye Caddesi No 43-57, 34367 Tesvikiye, Istanbul, Turkey	106 34
CE01	EAGLE STAR INS CO LTD		29 46
CE02	EAST AFRICA REINSURANCE	EARE House, 98 Riverside Drive, Nairobi, Kenya	0 01
CE04	EGYPTIAN REINSURANCE COMPANY		30,592 88
CE05	Egyptian Saudi Insurance House	Building 15, Mossadak Street, Dokki Area 12311, Giza, Egypt	801 46
CE07	EISEN UND STAHL RUCK		492 44
CE08	ENGLISH & AMERICAN INS CO LTD		5 80

Key	Name	Address	£
CE09	EQUITAS/LOYDS		551 30
CE0A	EXCESS GENERAL INS CO LTD		27 84
CF00	F A I R REINSURANCE POOL	Milli Reasurans T A S , Tesvikiye Caddesi No 43-57, 34367 Tesvikiye, Istanbul, Turkey	319,396 83
CF03	F A I R REINSURANCE POOL(CONN)	Milli Reasurans T A S , Tesvikiye Caddesi No 43-57, 34367 Tesvikiye, Istanbul, Turkey	136,490 23
CF04	FALCON REINSURANCE CO LTD	C/o Menas, 110 Linton House, 164-180 Union Street, London, SE1 0LH, UK	(63 17)
CF07	FSA Re	46 Rue de Provence, 75009 Paris, France	1,175 71
CF09	FUJI FIRE & MARINE		2 44
CF0A	FRANKONA RUCK (MUNICH)		2,393 21
CG00	GENERAL ACCIDENT REINS CO LTD		4,169 89
CG01	GENERAL INS CORP OF INDIA		98,504 43
CG03	General Reinsurance Services	P O Box 165004, Achrafieh, Beirut, Lebanon	600 70
CG04	GENERALI ASSIC (UK) LTD		69,512 34
CG05	GENERALI ASSICURAZIONI SPA		3,449 84
CG07	Generali IARD		61 10
CG08	GERLING KONZERN GLOBALE	Im Mediapark 4b, 50670 Koln, Germany	108,644 32
CG0B	GREAT LAKES REINSURANCE (UK)		1,524 24
CG0C	GREAT LAKES REINSURANCE CO		4,649 88
CG0D	GAN INSURANCE COMPANY		6,187 35
CG0G	GUILDHALL INSURANCE		2,565 26
CH00	HANNOVER RUCKVERSICHERUNGS AG	P O Box 61 03 69, 30603 Hannover, Germany	222,340 96
CH05	HILLCOT RE LIMITED		1 36
CH06	HOUSTON CASUALTY COMPANY		8,837 95
CI00	INA REINSURANCE CO (UK) LTD		181 10
CI01	INDEMNITY MARINE INSURANCE		79 79
CI02	INTER I CO OF HANNOVER LTD		1 06
CI03	INSURANCE CORP OF SINGAPORE		2,283 24
CI04	IRAQ REINSURANCE COMPANY		59,736 59
CJ00	J B BODA REINSURANCE BROKERS	1 Maker Dhavan, Sir Vitthal Das Thackersey Marg, Mumbai 400 020, India	1,614 89
CK01	K M DASTUR+CO INS BROKERS		2,093 63
CK02	KOREAN REINSURANCE COMPANY		5,029 34

Key	Name	Address	£
CK03	KUWAIT INSURANCE COMPANY		21,116 37
CK04	KESKINAINEN VAK SAMPO	P O Box 769, 13008 Safat, Kuwait	464 12
CL01	LA REUNION FRANCAISE		29 74
CL02	Leaders Insurance Co		6 04
CL03	LES MUTUELLES DU MANS ASS	33 Boulevard Alexandre Oyon, 72019 Le Mans Cedex 2, France	2,407 91
CL04	LLOYD TUNISIEN	Immeuble El Fajr, Rue Lac Lochnesse, Les berger du lac, 1053 Tunis, Tunisia	351 57
CL06	LLOYDS UNDERWRITERS		59,190 06
CL09	LONDON & OVERSEAS INS CO		9 50
CL0A	L'UNION DES ASS DE PARIS		45 24
CL0D	L'UNION DES ASS DE PARIS		44 60
CL0E	LA CONCORDE SA		104 87
CL0F	LA CONSORZIALE SOC D'ITALIA		232 06
CL0G	LEADENHALL INSURANCE		0 40
CL0H	LONDON AND HULL MARITIME INS CO		6 25
CM00	MALAYSIAN NATIONAL RE BERHAD		4,488 07
CM01	MALAYSIAN RE		874 33
CM03	Mareb Yemen Insurance Company	Mareb Yemen Ins Co Building, Al Zuberi Strret, 2284, Sanaa, Yemen	1,013 35
CM05	MARKEL INTERNATIONAL INS COLTD		331 25
CM06	MARKET INSURANCE BROKERS LTD		3,362 68
CM08	MARSH LIMITED	107 Fenchurch Street, London, EC3M 5JF, UK	68,085 35
CM09	MARSH LTD (G E S B)	Grove House, Newlad Street, Witham, Essex, CM8 2UP, UK	18,800 75
CM0C	MEDGULF INSURANCE COMPANY KSA	C/o Guy Carpenter, Grove House, Newland Street, Witham, CM8 2UP, UK	261 49
CM0E	MILLI REASURANCE	Futuro Tower, Al Maathar Street, P O Box 2302, Riyadh 11451, Saudi Arabia	16,933 74
CM0G	MISR INSURANCE COMPANY	Tesvikiye Cad No 43-57, 34367 Tesvikiye, Istanbul, Turkey	188,127 21
CM0I	Moscow Re	44 A Dokki St, Giza, Egypt	14 32
CM0J	MUNICH REINSURANCE CO	Konginstraße 107, Postfach 40 13 20, 80802 Munchen, Germany	150,328 07
CM0M	MUTUELLE ASSURANCE DE L'ENSEIGNEME		9,087 35
CM0N	Madgeburger Ruck		989 06
CM0O	Mainstay Insurance Limited		128 96
CM0P	MEAD REINSURANCE		1,289 58

Key	Name	Address	£
CM0Q	MILLI REASURANCE (Fair Pool)		187,800 05
CM0R	MOW TAI INS & RE(Liquidation)		14,460 11
CN01	NATIONAL INSURANCE CO OF EGYPT	44 A Dokki St, Giza, Egypt	17,307 27
CN03	National Insurance Company of Tanzania	Samora Avenue Insurance House, TZ Dar Es Salaam, P O Box 9264, Dar Es Salam, Tanzania	208 64
CN04	National Takaful Insurance Co (Kuwait)	Tijariyah Tower, Al Sour Street, Al Sharq Area 21149, Safat 13072, Kuwait	11 01
CN05	New India Assurance Co , Oman	Al Walfa House Flat 1 Way 2663, 2907, Qurum, Ruwai 112, Oman	6,285 83
CN06	NIPPON FIRE & MARINE INS CO		3 27
CN07	New Reinsurance CO		1,380 83
CN08	NICO - NAT INS CORP NIGERIA		670 95
CN09	Nordstern Allgemeine Versicher		872 20
CN0A	Norwich Winterthur Insurance		3,954 60
CO00	OASIS INS CO	Jabal Alhusain Khalid Bin Alaw, JO Amman, P O Box 925383, Amman 11118, Jordan	239 65
CO02	OCEAN MARINE INS CO LTD		325 34
CO04	ORION INS CO RUN-OFF LTD		14 26
CO05	OVERSEAS UNION INS LTD		20,523 29
CO06	Ocean Marine Ins Co Ltd		325 34
CO07	Oriental Fire & Mar Ins(Korea)		644 79
CP00	P T ASURANSI JASA INDONESIA		761 19
CP01	PHOENIX ASS'PUBLIC (LONDON)		14 51
CP03	PORTMAN INSURANCE LIMITED		5 53
CP04	PROVINCIAL INS		144 79
CP05	PRUDENTIAL ASS CO		154 69
CP06	Pearl Assurance		32 30
CP07	People's Insurance Co of China		4,608 16
CP08	Pohjola Vak (UK)		115 53
CP09	Preservatrice Fonciere Assurance		1 06
CR00	RAS AL KHAIMAH NATIONAL INSURANCE CORAS Aikhamah Nat Ins Building, Al Jezaa Street, Al Nakheel Area 5006, Ras Al Khaimah, United Arab Emirates		3,218 41
CR01	REINSURANCE CO SAVA LTD		13,056 08

Key	Name	Address	£
CR03	RIVER THAMES INS CO LTD		7 25
CR04	RIVERSTONE INSURANCE(UK) LTD		1 86
CR05	ROYAL & SUNALLIANCE INS		5,327 58
CR06	ROYAL REINSURANCE		76,688 50
CR07	REINS MANMT CORP ASIA(PTE) LTD		5,218 74
CR08	REINS AUSTRALIA CORP LTD		884 19
CR09	RELIANCE SURETY & INS CO		34 50
CS01	SCOR RUCKVERSICHERUNG	Im Mediapark 8, 50670, Cologne, Germany	64,583 08
CS03	SCOTTISH LION INS CO LTD		20 61
CS04	Securite Assurance SAL		609 27
CS05	Sharjah Insurance Company	Gedco Center 3 Block A B, Fouad Chehab Street, 166499, Beirut, Lebanon	199,435 88
CS07	SOCIETE TUNISIENNE DE REASS	PO Box 792, Sharjah, United Arab Emirates	49,852 12
CS09	SOREMA GROUP AMA	12 Japan Avenue, Montplaisir, P O Box 29, 1073 Tunis, Tunisia	7,138 47
CS0C	SPHERE DRAKE INS CO LTD		7 39
CS0D	STAR		7 74
CS0F	Suez Canal Insurance Company		4,823 36
CS0I	SWITZERLAND GENERAL INS (UK)	31 Mohamed Kamel Morsi St, El-Mohandesseen Giza, P O Box 271 Dokki, Giza, Egypt	4 96
CS0J	SCOR REASSURANCE		35,357 71
CS0K	SECURA SOCIETE D'ASSURANCES SA		659 37
CS0L	SINGAPORE AVIATION & GRAL INS		2,274 80
CS0M	SKANDIA UK INSURANCES PLC		11 56
CS0N	SOC NAVALE DI ASS S P A		256 06
CS0O	SOCIETE ANONYME FRANCAISE DE		1,591 15
CS0P	ST PAULS FIRE & MARINE INSURANCE		2,218 96
CS0Q	STOREBOARD INT		8,331 47
CT00	Takafol Islamic Insurance	P O Box 20246, Riyad 11455, Saudi Arabia	2,674 99
CT01	TENECOM LIMITED		2 80
CT02	TOKIO MARINE & FIRE INS CO LTD	Makuhari Tokio Kaijo Building, 1-4 Nakase Mihama-ku, Chiba-shi Chiba 261, Tokyo, Japan	6,027 24
CT04	TRUST ALGERIA ASSURANCE ET REA	B P 187 Malki, Ben Aknoun, 16000 Algiers, Algeria	48,036 37

Key	Name	Address	£
CT05	TRUST INTERNATIONAL INSURANCE	P O Box 10002, Manama, Bahrain	113,537 02
CT07	TRYG-BALTICA INTERNATIONAL INS		6,308 18
CT09	TERRA NOVA INS CO LTD		388 82
CT0A	THE VICTORY REINSURANCE CO LTD		1,336 79
CT0B	TOA REINSURANCE CO (UK) LTD	69 Mansell Street, London, E1 8AN, UK	1 54
CT0C	TOKYO INS (TOKYO)		462 82
CT0D	TOLLENAAR 7 WEGENER C V		2 32
CT0E	TRANSATLANTICA SPA (HOLLAND)		659 37
CT0F	TRANSATLANTICA RUCKVERSICHER	69 Mansell Street, London, E1 8AN, UK	1,104 67
CT0G	TRENWICK INTERNATIONAL		4,418 98
CU00	UNION RUCKVERSICHERUNGS-GES		4,490 63
CU01	UNITED INSURANCE BROKERS LTD		88,428 49
CU02	UNIONE ITALIANI DI RIASS SPA	Frars Street, Ipswich, Suffolk, IP1 1TA, UK	4,090 66
CU03	UNIVERSAL INSURANCE COMPANY		386 87
CU04	UNIVERSAL COMPANHIA DE SEGUROS		644 79
CW00	WARBA INSURANCE COMPANY		12,601 40
CW01	WILLIS LIMITED	Frars Street, Ipswich, Suffolk, IP1 1TA, UK	2,946 18
CW02	WINTERTHUR SWISS INSURANCE CO		1,344 54
CW03	WESTERN UNION CORP		1,892 12
CZ00	ZURICH INSURANCE GROUP		239 34
CZ01	Net Revaluation Adjustments		(629,597 00)
219 Entries Totalling			2,880,092.00

Time analysis for the period from 4 December 2015 to 15 January 2016

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
100 Administration & Planning	13.50	7.00	4.10	0.00	24.60	9,236.50	375.47
101 Administrative Set Up	1.20	0.60	2.60	0.00	4.40	1,238.00	281.36
102 Appointment	3.80	0.70	2.50	0.00	7.00	2,411.00	344.43
103 Background Information	0.00	1.70	0.00	0.00	1.70	595.00	350.00
104 Case Management	0.00	0.00	2.10	0.00	2.10	389.00	190.00
105 Case Planning	6.90	0.00	6.10	0.00	13.00	4,229.50	325.35
107 Statutory Reporting	1.10	8.60	27.10	0.00	36.80	8,648.50	235.01
108 Statutory Compliance	4.70	0.80	1.30	0.00	6.80	2,618.50	385.07
116 Case Accounting	0.00	3.50	3.70	0.00	7.20	1,669.00	231.81
702 Liaison With Directors	4.70	1.10	0.00	0.00	5.80	2,478.50	428.98
Administration & Planning	35.90	24.00	49.50	0.00	109.40	33,521.50	308.41
600 Case Specific	0.00	2.90	0.00	0.00	2.90	1,015.00	350.00
Case Specific Matters	0.00	2.90	0.00	0.00	2.90	1,015.00	350.00
500 Creditors	0.90	0.00	17.00	0.00	17.90	3,630.50	202.82
502 Creditors Claims	0.00	0.00	0.20	0.00	0.20	38.00	190.00
504 Meetings	0.00	0.00	0.50	0.00	0.50	95.00	190.00
509 Unsecured Creditors	0.10	0.10	0.00	0.00	0.20	79.50	397.50
Creditors	1.00	0.10	17.70	0.00	18.80	3,843.00	204.41
200 Investigations	8.90	0.60	6.30	0.00	15.80	5,367.50	339.72
201 CDDA Reports	0.00	0.40	0.00	0.00	0.40	140.00	350.00
203 Investigatory Work	0.00	3.20	1.80	0.00	5.00	1,462.00	292.40
206 Meetings With Directors	1.10	0.50	0.30	0.00	1.90	721.50	379.74
Investigations	10.00	4.70	8.40	0.00	23.10	7,691.00	332.94
300 Realisation Of Assets	2.60	0.00	7.20	0.00	9.80	2,525.00	257.65
302 Identifying Securing Insuring Assets	0.80	0.00	0.60	0.00	1.40	470.00	335.71
303 Book Debits	0.20	0.00	1.40	0.00	1.60	355.00	221.88
Realisation of Assets	3.60	0.00	9.20	0.00	12.80	3,350.00	261.72
Total Hours	50.50	31.70	84.80	0.00	167.00	49,420.50	295.93

Narrative guide to activities undertaken, and anticipated to be undertaken, by the Administrators

Analysis Code	Description	Narrative
Administration and planning		
100	Administration & Planning	Periodic review of anti money laundering and ethical consideration checklists Joint Administrators' statutory bond calculation and submission in accordance with Insolvency Practitioners Regulation 2005 Recording and analysing time incurred by the Administrators and their staff Consider setting up web portal to provide general creditor information
102	Appointment	Initial notifications to the Registrar of Companies, Creditors, Shareholders, Directors, Court, PRA and FCA
103	Background Information	Gathering of initial information to enable statutory filing and reporting to be completed, including creditor details, management accounts for Statement of affairs, details of assets/cash at bank, information relating to insurance, debtor details Retrieval of accounts and filings from Companies House and 3rd party Credit Search engines Identify location of company books and records, retrieval of electronic records and storage
104	Case Management	Complying with internal case management procedures Checklists and status updates Review of case workstreams to ensure appropriate staff assigned to appropriate tasks
105	Case Planning	Initial formulation and ongoing documentation of strategy to achieve administration purposes Ongoing consultation with legal advisors to ensure process and strategy are appropriate Regular meetings with Administrators' staff to discuss status of case, future planning and strategy Planning of future tasks necessary to achieve administration purposes
106	Maintenance of Records	Periodic review of Joint Administrators' statutory bond Maintaining and amending IPS (internal case management system) records
107	Statutory Reporting	Review of Statement of Affairs and filing with the Registrar of Companies Preparation of the Joint Administrators' proposals for achieving the statutory purpose of the administration Report to creditors regarding the outcome of the initial creditors meeting Drafting and preparing statutory progress report to creditors, filing at the Registrar of Companies and Court
108	Statutory Compliance	Advertisements in London Gazette and additional press as deemed necessary
109	Review	Director and Partner Reviews of Files Analysis of Work in Progress
111	Billing	Preparation of the Joint Administrators' fee estimates in accordance with the Insolvency (amendment) Rules
112	Post Appointment Tax	Initial information gathering relating to the Company's tax position Initial notification and subsequent communications to/from HM Revenue & Customs Submission of relevant returns and ensuring all post-appointment tax liabilities are accounted for

Analysis Code	Description	Narrative
Administration and planning		
115	Meetings	Preparation for internal and external meetings, including document production and review
116	Case Accounting	Insolvency accounting system administration Opening of case bank accounts Initial set-up and ongoing administration of bank accounts including holding funds in specific currencies Correspondence with banks in order to place funds into interest bearing accounts
117	Bank Reconciliations	Reconciling IPS and bank accounts
118	Receipts & Payments	Preparing and processing Receipts and payments accounts for Creditors' Committee (if appointed)
702	Liaison With Directors	Requesting, printing, reviewing information provided by Directors and 3rd parties Email/telephone correspondence with the Directors relating to the Company (non investigative work)
Case Specific		
600	Case Specific	Consultation and ongoing correspondence with regulatory bodies (PRA and FCA) to ensure Administration strategy is appropriate Liaising with the PRA and FCA regarding distribution mechanism for return to creditors Solvency II considerations and confirmation to PRA regarding considerations undertaken Liaison with PRA regarding any proposed outsourcing agreements Legal advice to ensure compliance with all relevant regulation and legislation within statutory periods including adherence to PRA and FCA regulation requirements
Creditors		
500	Creditors	Preparation of documents for initial creditors' meeting, agendas, attendance registers, voting forms Ongoing liaison with ad hoc queries from creditors by post, email, telephone Review of creditor claims, logging onto IPS system Adjudication of creditor claims [reinsurance etc one class of creditors]
505	Creditors Committee	Planning and preparation for Creditors' committee meetings (if committee appointed) Attendance at Creditors' committee meetings and subsequent reporting Seeking approval of Creditors committee as appropriate (fee resolutions, legal proceedings, case strategy and statutory matters) Completion of statutory filing for creditors committee
508	Employees	Checking status of former employees and dealing with any employee issues that may arise
510	Pre Appointment Tax	Review of pre appointment VAT and corporation tax

Analysis Code		Description	Narrative
Investigations			
200	Investigations	Preparation and submission of letters and questionnaires to company directors Investigation into the pre Administration affairs of the company and where appropriate take further action Review of books and records of the company to identify any matters that may require further investigation Review and action on information provided by creditors (if any) Instruct solicitors (if appropriate) to assist with further enquiries into the company's affairs and any subsequent action required Liaise with legal advisors and run-off agents on any matters that may require assistance during investigation	
201	CDDA Reports	Review of questionnaires completed by Directors, preparation and submission of report in accordance with the Company Directors Disqualification Act 1986	
Realisation of Assets			
300	Realisation Of Assets	Liaise with legal advisors in jurisdictions outside of the UK regarding UK Insolvency Recognition to transfer funds from foreign bank accounts Ongoing liaison with CTS re, collection debtors	
303	Book Debits	Agreeing strategy for realisation of debtors with CTS	

Additional information in relation to Administrators' fees**1 Fee Basis**

The Administrators are seeking to agree the basis of their remuneration in this case as time properly spent by them and their staff in dealing with the affairs of the Company. This appendix includes details of the work the Administrators propose to undertake and the expenses the Administrators consider will be, or are likely to be, incurred.

Where a time cost basis is being sought, this will include the Administrators' fees estimate, which also provides details of the hourly rate or rates the Administrators and their staff propose to charge for each part of that work and the time they anticipate each part of that work will take.

Our initial fee estimate covering the period ending 3 May 2016 is set out on the next page. Given the uncertainties referred to elsewhere in the Proposals, the estimate of the Administrators' remuneration is only for an initial period of 6 months (i.e. for the period ending 3 May 2016), by which time, the full extent of the work required of the Administrators, extent of the interaction required between the Administrators and the run-off agent and the extent of any matters arising from the Administrators' review of the Company's affairs and the conduct of its business in the period prior to Administration is likely to be apparent. As referred to in the Proposals, it is anticipated that a Committee will be formed and in those circumstances, additional information will need to be provided to the Committee before a resolution agreeing the basis of the Administrators' remuneration is approved.

We consider that it may be necessary to seek further approval under the Insolvency Rules to exceed the fees estimate included with this report and to seek approval for subsequent periods.

**Administrators' initial fee estimate
for the period 4 December 2015 to 3 May 2016**

Classification of Work Function		Partner	Director	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
100	Administration & Planning	20 00	20 00	20 00	0 00	60 00	19,420 00	323 67
101	Administrative set-up	3 00	1 00	3 00	0 00	7 00	2,213 00	316 14
102	Appointment	5 00	5 00	5 00	0 00	15 00	4,855 00	323 67
103	Background Information	5 00	10 00	1 00	0 00	16 00	5,901 00	368 81
104	Case Management	10 00	20 00	5 00	0 00	35 00	12,330 00	352 29
105	Case Planning	20 00	25 00	10 00	0 00	55 00	19,410 00	352 91
106	Maintenance Of Records	0 50	2 00	5 00	0 00	7 50	1,802 50	240 33
107	Statutory Reporting	7 50	10 00	35 00	0 00	52 50	12,997 50	247 57
108	Statutory Compliance	7 50	5 00	10 00	0 00	22 50	6,847 50	304 33
111	Billing	1 00	2 00	5 00	0 00	8 00	2,025 00	253 13
112	Post Appointment Tax	5 00	5 00	10 00	0 00	20 00	5,735 00	286 75
115	Meetings	7 00	15 00	10 00	0 00	32 00	10,125 00	316 41
116	Case Accounting	2 00	5 00	40 00	0 00	47 00	9,680 00	205 96
117	Bank Reconciliations	1 00	2 00	1 00	0 00	4 00	1,321 00	330 25
118	Receipts & Payments	1 00	5 00	25 00	0 00	31 00	6,595 00	212 74
702	Liaison With Directors	15 00	15 00	7 50	0 00	37 50	13,245 00	353 20
Administration & Planning		110 50	147 00	192 50	0 00	450 00	134,502 50	319 21
600	Communication with the FRA and FCA	10 00	5 00	1 00	0 00	16 00	6,376 00	398 50
601	Regulatory issues and considerations	5 00	3 00	1 00	0 00	9 00	3,451 00	383 44
Case Specific Matters		15 00	8 00	2 00	0 00	25 00	9,827 00	393 08
500	Creditors	4 00	15 00	30 00	0 00	49 00	12,730 00	259 80
505	Creditors Committee (if appointed)	15 00	15 00	15 00	0 00	45 00	14,775 00	328 33
510	Pre Appointment Tax	2 00	3 00	5 00	0 00	10 00	2,890 00	289 00
Creditors		21 00	33 00	50 00	0 00	104 00	30,395 00	292 38
200	Investigations	20 00	25 00	25 00	0 00	70 00	22,400 00	320 00
201	CDDA Reports	3 00	4 00	25 00	0 00	32 00	7,485 00	233 91
Investigations		23 00	29 00	50 00	0 00	102 00	29,885 00	276 95
300	Realisation Of Assets	7 50	15 00	30 00	0 00	52 50	14,287 50	272 14
302	Identifying, Securing, Insuring Assets	7 50	15 00	30 00	0 00	52 50	14,287 50	272 14
303	Debtors	7 50	20 00	30 00	0 00	57 50	16,037 50	278 91
Realisation of Assets		22 50	50 00	90 00	0 00	162 50	44,612 50	274 40
Total Hours		177 00	259 00	382 50	0 00	818 50	249,222 00	

2 Expenses

Below is a table which outlines the expenses that we consider at this stage will be, or are likely to be, incurred in dealing with the Company's affairs. We will provide an update to creditors in our future progress reports.

Provider	Activity and nature of expense	Date of Instruction	Fee basis	Estimated total cost (£)	Notes
Cooley (UK) LLP	Regulatory advice	07-Dec-15	Time costs	50,000	1
	Assistance with investigations	07-Dec-15	Time costs	75,000	1
Erskine Chambers	Assistance with investigations	Not yet instructed	Time costs	25,000	2
	Assistance with Court directions	Not yet instructed	Time costs	25,000	2
Charles Taylor Services Limited	Estimated run-off agent costs	Not yet instructed	Time and materials - TBC	175,000	3
	Assistance with provision of information for proposals	22-Dec-15	Time and materials - TBC	1,485	
Accountants	Corporation tax returns, VAT advice	Not yet instructed	Estimated fee - time costs capped	5,000	4
Total estimated expenses				356,485	

NB The above fees and expenses are exclusive of VAT

Notes to the Expenses Schedule

- 1 The Administrators' choice of Cooley (UK) LLP ("Cooley") as their legal advisors was based on their known experience in the field of insurance and reinsurance.

The regulatory requirements of the Company whilst in Administration need to be clarified and considered, and due to Cooley's understanding of such matters, the Administrators will seek their ongoing advice to ensure they are compliant with PRA and FCA regulations.

Due to the complex nature of a number of matters that may require further investigation, and due to the experience of Cooley in such matters, the Administrators believe that they are best placed to perform this work.

Fees will be on a time cost basis, and for the purposes of the Estimated Expenses Schedule ("EES") have been estimated. The actual quantum of such costs will be dependent upon the number and complexity of matter instructed upon.

- 2 It is anticipated that advice from Counsel may be required during the first 6 months of the Administration in respect of investigations into the Company's affairs prior to the Administration, and where necessary, direction from the Court for matters such as an alternative distribution mechanism as an alternative to a Scheme of Arrangement.

Erskine Chambers acted for the Company in the Pre-administration period, and in respect of the application to Court for the Administration Order. Due to their detailed knowledge of

the Company, should assistance be required, it is anticipated that they will be instructed to act

- 3 Charles Taylor acted for the Company in the run-off of their reinsurance business. Due to their pre-existing knowledge of the Company's business, and subject to our comments in relation to our current discussions with Charles Taylor elsewhere in this report and proposals, we anticipate that they will be instructed to act as run-off agent in this regard
- 4 Specialist accounting advice will be sought to assist the Joint Administrators with the Company's pre and post appointment tax affairs (corporation tax and VAT). A general provision for advice has been included. Once the company's current tax status is further understood, the choice of accountant will be based upon their experience in dealing with any outstanding matters

3 Staff Allocation and the use of Sub-contractors

The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case

The constitution of the case team will usually consist of a Partner, a Manager, and an Associate. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment. Our charge out rate schedule below provides details of all grades of staff and their experience level

We are not proposing to utilise the services of any sub-contractors in this case

4 Administrators' Disbursements

Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case. Any Category 1 disbursements we anticipate being incurred in this case are included in the table of expenses above

Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage

We would advise that the following Category 2 disbursements are currently charged by this firm

Disbursement	Cost
Postage	At cost
Photocopying	15 pence per sheet
Travel (car)	45 pence per mile

Separate approval will be sought for the authorisation of the re-charge of this firm's Category 2 policy on the re-charge of these disbursements

Based on the information available to us, we consider that the below disbursements will be, or are likely to be incurred in dealing with the Company's affairs

Disbursement	Category	Basis of expense	Estimated total cost (£)	Notes
<i>Statutory advertising</i>	1	<i>Direct cost</i>	984	1
<i>Administrators' bond</i>	1	<i>Direct cost</i>	2,700	2
<i>Land Registry fees</i>	1	<i>Direct cost</i>	4	3
<i>Insurance of assets</i>	1	<i>Direct cost</i>	Unknown	4
<i>Storage</i>	1	<i>Direct cost</i>	500	5
<i>Meeting rooms</i>	1	<i>Direct cost</i>	550	6
<i>Postage</i>	1	<i>Direct cost</i>	3,650	7
<i>Travel</i>	2	<i>Internal cost</i>	200	8
<i>Photocopying</i>	2	<i>Internal cost</i>	1,500	9
Total estimated expenses			10,088	

NB The above disbursements are exclusive of VAT

Notes to the Disbursement Schedule

- 1 Statutory advertising - this is a statutory requirement in accordance with Insolvency Legislation
- 2 The Administrators' bond is a statutory requirement based on the value of assets held in the Company at the date of the Administration Order. In the event that further realisations are made, the statutory bond will increase, as will the premium payable
- 3 These fees relate to a search at HM Land Registry in relation to the clarification of ownership issues in relation to certain registered property
- 4 The Company has no known physical assets that require insurance cover. If any assets come to light, insurance at the prevailing rate will be payable
- 5 The Company's books and records are largely held electronically, but a provision has been made in the event that physical records are located and have to be stored with an off site storage provider

- 6 An estimate for the use of meeting rooms has been provided for Such meetings may be for those of the creditors committee (if appointed) and meetings with professional and other advisors in addition to the initial meeting of creditors to consider our proposals
- 7 Postage has been estimated in regard to the number of creditors of the company and a provision for general postage
- 8 Travel will consist of reimbursement to staff for rail and taxi fares in attending meetings
- 9 Photocopying *and printing* will be charged at 15 pence per A4 sheet and for the purposes of the EES has been estimated assuming 10,000 copies

5 Charge-out Rates

A schedule of Rollings Oliver LLP charge-out rates for this assignment effective 1 April 2015 is detailed below Charge out rates are reviewed annually and are subject to change with effect from 1 April 2016

Grade	Rate (£ per hour)
Partner	445
Director	350
Manager	270
Associate	120-190

Please note that this firm records its time in minimum units of 6 minutes

Time analysis for the pre-appointment period covered by the Administration Engagement letter (8 October to 3 December 2015)

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
100 Administration & Planning	106 10	37 40	0 60	0 00	144 10	60 418 50	419 28
101 Administrative Set Up	0 00	0 00	2 00	0 00	2 00	380 00	190 00
102 Appointment	0 00	5 70	0 00	0 00	5 70	1 995 00	350 00
103 Background Information	0 60	0 00	5 00	0 00	5 60	1 193 00	213 04
105 Case Planning	0 00	0 00	7 60	0 00	7 60	1 444 00	190 00
110 Accounts Filing	1 70	0 00	0 00	0 00	1 70	758 50	445 00
Administration & Planning	108 40	43 10	15 20	0 00	166 70	66 187 00	397 04
501 Communication With Creditors	0 60	0 00	0 00	0 00	0 60	267 00	445 00
511 Pensions	0 00	0 00	0 40	0 00	0 40	78 00	190 00
Creditors	0 60	0 00	0 40	0 00	1 00	343 00	343 00
200 Investigations	20 00	0 00	0 00	0 00	20 00	8 900 00	445 00
208 Meetings With Directors	5 50	0 00	1 00	0 00	6 50	2 637 50	405 77
Investigations	25 50	0 00	1 00	0 00	26 50	11 537 50	435 38
Total Hours	134 50	43 10	16 60	0 00	194 20	78 067 50	402 00

In the Pre-appointment period from 8 October 2015 to 3 December 2015		
Disbursement	Category	Costs charged (£)
Printing and Photocopying	2	32 15
Travel	1	15 60
Teleconferencing	1	13 90
Meeting Rooms	1	108 50
Total		170 15

Estimated Outcome Statement as at 15 January 2016

Asset realisations	Statement of Affairs	Notes	As at 15 January 2016	Est future movement	Est final outcome
	£	1 & 2	£	£	£
Cash at Bank	1,503,156	3	1,082,081	421,075	1,503,156
Supported debtors	1,480,176	3	-	1,480,176	1,480,176
Unsupported debtors	Uncertain	3		Uncertain	Uncertain
Other debtors	Uncertain	3		Uncertain	Uncertain
Total estimated asset realisations			1,082,081	1,901,251	2,983,332
Estimated costs and expenses					
<i>Pre-administration costs</i>					
Rollings Oliver LLP pre-administration fees		4	-	(5,000)	(5,000)
Administrators' pre-administration fees		4	-	(78,067)	(78,067)
EC3 Legal pre-Administration legal fees		4		(25,917)	(25,917)
Erskine Chambers pre-Administration counsels fees		4		(19,540)	(19,540)
Charles Taylor Services Limited pre-Administration fees		4		(53,919)	(53,919)
<i>Post administration costs</i>					
Estimate of the Administrators' remuneration for the initial period		5	-	(249,222)	(249,222)
Administrators' Category 1 Expenses		6		(8,388)	(8,388)
Administrators' Category 2 Expenses		6		(1,700)	(1,700)
Administrators' statutory bond		6	-	(2,700)	(2,700)
Statutory advertising		6		(984)	(984)
Charles Taylor Services Limited - information for the proposals		7		(1,485)	(1,485)
Charles Taylor Services Limited - run-off agent (TBC)		8	-	(175,000)	(175,000)
Legal fees - Cooley (UK) LLP		6	-	(125,000)	(125,000)
Total estimated costs and expenses			0	(746,922)	(746,922)
Estimated funds available for creditors					2,236,410

Notes	
1	The purpose of this schedule is to provide creditors with an estimation of the outcome of the Administration taking into consideration known and estimated costs and making assumptions for recoveries in relation to known assets and they should be read in conjunction with the Administrators' report and proposals dated 22 January 2016. Given the stage of the Administration, the nature of the Company's business, the uncertain potential recoveries of some of the assets (in particular the unsupported and other debtors) and uncertainties in relation to the feasibility of one or more of the distribution mechanisms that may be available, creditors should bear in mind that this is an estimation of potential outcomes and not a projection of an anticipated return to creditors. Consequently creditors should not rely on the numbers indicated above for investment decision making purposes. Costs and expenses are subject to change and approval from the relevant authority and information which will may provide greater clarity will be provided as and when available in due course.
2	All costs and expenses are stated net of VAT as the Company had been recovering input VAT suffered in full in the period prior to Administration.
3	The realisable value of assets is as per the Directors' statement of affairs. The Administrators will continue to make further detailed enquiries in relation to the unsupported and other debtors as the Administration progresses.
4	The pre-administration costs are as set out in the Proposals and are subject to approval from either a Committee or the creditors as appropriate.
5	Given the uncertainties referred to in note 1 above, the estimate of the Administrators' remuneration is only for an initial period of 6 months (i.e. for the period ending 3 May 2016), by which time, the full extent of the work required of the Administrators, extent of the interaction required between the Administrators and the run-off agent and the extent of any matters arising from the Administrators' review of the Company's affairs and the conduct of its business in the period prior to Administration is likely to be apparent. As referred to in the Proposals, it is anticipated that a Committee will be formed and in those circumstances, additional information will need to be provided to the Committee before a resolution agreeing the basis of the Administrators' remuneration is approved.
6	These estimated costs are as set out in the estimated expenses schedule set out in Appendix D.
7	This costs relates to information provided by CTS outside of the scope of any run-off agreement as set out in section 3.27 of the Proposals.
8	As referred to in section 3.24 of the Proposals, CTS have provided an outline costs estimate for acting as run-off agent and our discussions with them in this regard continue.

Time analysis for the pre-appointment period covered by the Advisory Engagement letter (15 September to 7 October 2015)

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
100 Administration & Planning	3.40	0.30	0.00	0.00	3.70	1 618.00	437.30
101 Administrative Set Up	0.00	0.00	1.20	0.00	1.20	144.00	120.00
103 Background Information	0.00	7.40	0.00	0.00	7.40	2 590.00	350.00
105 Case Planning	0.00	5.90	0.00	0.00	5.90	2 085.00	350.00
Administration & Planning	3.40	13.60	1.20	0.00	18.20	6,417.00	352.58
500 Case Specific	0.00	2.70	0.00	0.00	2.70	945.00	350.00
Case Specific Matters	0.00	2.70	0.00	0.00	2.70	945.00	350.00
200 Investigations	20.50	0.00	0.00	0.00	20.50	9 122.50	445.00
206 Meetings With Directors	2.90	0.00	0.00	0.00	2.90	1 290.50	445.00
Investigations	23.40	0.00	0.00	0.00	23.40	10 413.00	445.00
303 Book Debts	0.00	0.00	2.00	0.00	2.00	260.00	130.00
Realisation of Assets	0.00	0.00	2.00	0.00	2.00	260.00	130.00
Total Hours	26.80	16.30	3.20	0.00	46.30	18,035.00	389.52

In the Pre-appointment period from 15 September 2015 to 7 October 2015		
Disbursement	Category	Costs charged (£)
Travel	1	18.60
	Total	18.60