



Relocation Insurance Coverage

Relocation Insurance Coverage is **applicable only to staff eligible for relocation benefits on appointment** (internationally recruited staff not residing in the appointment duty station). This describes the Bank Group's insurances related to relocation on appointment. Further details regarding such insurance and optional additional coverage at the staff member's expense may be obtained from HR Operations.

1. Bank-Paid Accidental Death and Dismemberment Insurance (BPA)

Staff members holding Regular, Open, Term and ED appointments are covered on a 24-hour basis by the BPA Policy. A staff member, his/her spouse and dependent children will be covered by this policy while traveling at the Bank Group's expense from his/her place of recruitment to take up his/her initial duties with the Bank Group.

Subject to certain conditions and limitations set out in the BPA Policy, coverage is provided for loss of life, limb or sight resulting directly and independently of all other causes, from bodily injury caused by an accident or occasioned by declared or undeclared war, or any act thereof, or other perils named in the policy.

This coverage does not provide benefits for any loss, fatal or not fatal, cause by or resulting from:

1. Suicide or any attempt thereof by the Insured Person while sane or self-destruction or any attempt thereof by the Insured Person while insane;
2. Disease of any kind;
3. Bacterial infections except pyogenic infection which shall occur through an accidental cut or wound;
4. Injury sustained in consequence of riding as a passenger or otherwise in any vehicle or device for aerial navigation, except as provided in Part B of Section II, Definition of Injury and Scope of Coverage.

Part B, Section II: Such insurance includes such injury sustained during such trip while the Insured Person is riding as a passenger (but not as a pilot, operator or member of the crew) in or on, boarding or alighting from:

- any civilian aircraft having a current and valid airworthiness certificate, and piloted by a person who then holds a valid and current certificate of competency or a rating authorizing him to pilot such aircraft; or
- any transport type aircraft operated by the Military Airlift Command (MAC) of the United States, or by the similar air transport service of any duly constituted governmental authority of any other recognized country;
5. Service in the military, naval or air service of any country.

Coverage is provided for travel to all parts of the world and in all forms of transportation, except that air travel is included only when the staff member rides as a passenger in, or and not as a pilot or crew member of, any previously tried, tested, or approved aircraft.

Basic Coverage

Each staff member is insured for a principal sum equal to three times net annual salary to a specified maximum. The spouse of the a staff member is insured for a sum equal to one-half of the principal sum for the staff member and each dependent child is insured for one-fourth of the principal sum for the staff member.

Additional Flight Insurance

Each staff member covered by this policy is insured for an additional two times net annual salary to a specified maximum (minimum of \$100,000) during periods of authorized travel in an aircraft.

Additional "War Risk" Coverage

Each staff member covered by this policy is insured for an additional \$250,000 principal sum in the event of loss of life occasioned by war, or other perils named in the policy. This \$250,000 additional coverage does not apply to periods of authorized travel actually spent in an aircraft when additional flight insurance coverage_(above paragraph) applies; double recovery of the additional insurance coverage is not allowed.

Benefits

100% of the principal sum for the loss of:

- (i) life;
- (ii) both hands or both feet or sight of both eyes;
- (iii) one hand and one foot;
- (iv) either hand or foot and sight of one eye;
- (v) quadriplegia; or
- (vi) speech and hearing

75% of the principal for paraplegia.

50% of the principal sum for the loss of:

- (i) either hand or foot;

- (ii) sight of one eye; or
- (iii) hemiplegia; or
- (iv) speech or hearing.

25% of the principal sum for the loss of the thumb or index finger of the same hand.

Payments of Benefits

Payment for the loss of life of an unmarried staff member will be made to his/her estate, unless a designation of beneficiary was made in writing and on file with the Bank Group, in which case payment will be made to the designated beneficiary.

Payment for loss of life of a married staff member will be made to his/her spouse, if living ten days after the death of the staff member, otherwise to the estate, unless a designation of beneficiary was made in writing and on file with the Bank Group, in which case payment will be made to the designated beneficiary.

Payment of benefits of loss of sight or dismemberment will be made to the insured.

With respect to each insured child, payment for loss of life will be made to the staff member, if living ten days after the death of the child, otherwise to the spouse of the staff member, if living ten days after the death of the child. In the event that neither of the staff member nor the spouse is living ten days after the death of the child, payment will be made to the beneficiary designated in writing by the staff member and on file with the Bank. If the staff member's designated beneficiary is not then living, payment will be made to the estate of the employee.

II. Medical Expense Coverage during Authorized Relocation Travel on Initial Appointment

Limited benefits are provided for a staff member, his/her spouse, and dependent children for medical expenses incurred for treatment and care of an accidental bodily injury or sudden illness which occurs during authorized travel on initial appointment. Subject to certain conditions and limitations set out in the policy, 80% of covered charges in excess of a \$150 deductible will be reimbursed up to a maximum reimbursement of \$50,000. The \$150 deductible and \$50,000 maximum apply to each accident or illness. However, no reimbursement will be made if the charges can be claimed under any other insurance in effect with respect to the individual nor for charges that could have been claimed under a Bank Group

sponsored plan which would have been in effect with respect to the individual hand the staff member exercised his option to enroll when eligible to do so.

Report of Injury or Illness

Any accident or illness occurring while on authorized travel status which may result in a claim under the policy should be promptly reported to the Bank Group’s HR Operations indicating the date and nature of the accident or illness, the name of the person and his condition.

III. Accompanying Baggage Insurance

Subject to certain conditions and limitations set out in the insurance policy summarized below, personal effects which accompany persons covered under this policy are insured against loss or damaged up to a total value of \$4,000 per traveler and \$8,000 per family. If children are accompanied by one or both parents during travel, the personal effects of the children are included for coverage under the insurance provided their parent(s). The term “personal effects” is defined as effects owned, used or worn and usually carried by travelers.

Limitations

Please note carefully the internal limitations contained in the policy (see below). Many individuals carry their jewelry, cameras, furs and other valuable items with them during relocation. The amount shown is the maximum per adult traveler which the insurance company will pay in the event of loss upon receipt of proper documentation. Coverage on the following item to amounts indicated:

Camera and related equipment in total	\$1,000
Rugs in total	\$ 500
Jewelry, and article of precious metals	\$1,000
Furs in total	\$1,000
Watches	\$ 500

Exclusions

- (a) Money, valuable papers and losses caused by breakage of glass and other articles of a brittle or fragile nature are not insured under the policy.
- (b) Losses caused by pilferage or theft of personal effects left unattended in or any automobile are not covered except when such loss is the direct result of forcible entry

into a fully enclosed and locked automobile, of which there must be physical evidence. Such losses are limited to \$1,000 maximum recovery.

Report of Loss or Damage

- (a) If the damage or loss occurred while the baggage was in the custody of the airline (or other public carrier), a notice of loss or damage or “Report Irregularity” must be filed with the airlines at the point of such loss or damage to secure the carrier’s acknowledgement of claim.
- (b) In the event of loss by theft, burglary or robbery, notice must be made directly to the local police. You should obtain a copy of the police report.
- (c) Request a claim form from the Bank Group’s insurance broker as soon as possible after completion of travel. You should **not** wait until you receive benefits from the common carrier to notify the Bank Group’s broker of your claim. The claim under the Bank Group’s insurance will be held in suspense pending settlement by the carrier, and the amount paid by the carrier will be deducted from the amount otherwise payable by the Accompanying Baggage Insurance policy.
- (d) There is a time limit of 120 days from the date of loss or damage for filing a claim.

Additional Accompany/Bagging Insurance

If you wish to purchase additional coverage at your own expense, you may contact your personal insurance agent to supplement the coverage. If that coverage is inadequate, you may contact the Bank Group’s insurance broker to purchase additional coverage. Contact Susy Castellanos at (202) 536-4438; fax: (703) 591-1052; email: susy.castellanos@willis.com. This should be at least two weeks prior to your move.

Disclaimer: In the event of a difference between the information on this guide and the policy provided by the insurance company, the policy prevails.