

PATHWAYS ABILITIES SOCIETY

PROCEDURE: INSURANCE

Applies to: All Personnel

Original Effective Date: September 19, 2005

Effective Date: January 28, 2013

Replaces Procedure Dated: September 12, 2011

1. The executive director reviews the insurance needs annually in the month of February.
2. The executive director ensures that General liability insurance, vehicle insurance and Directors and Officers liability insurance is purchased annually.
3. The executive director identifies potential loss and exposure and presents it to the Board of Directors for their consideration.
4. The executive director notifies the insurer when additional coverage is required or coverage needs have changed.