

Woods Hole Oceanographic Institution

Summary of Benefits

Life and AD&D Insurance

Group life insurance coverage can offer important financial protection

Most people agree that protecting their loved ones in the event of death is very important. Consider what would happen to your dependents if they no longer had your income to rely on. Life insurance can help your family maintain its standard of living as well as secure plans for college and retirement. With the right amount of life insurance, you'll know that your family's financial obligations will be covered.

Together with your employer, Liberty Mutual Insurance offers you an opportunity to purchase Supplemental Group Term Life and Accidental Death & Dismemberment (AD&D) Insurance for you and your eligible dependents.

Eligibility	All active employees regularly scheduled to work 20 or more hours per week excluding casual, seasonal and temporary employees.
Waiting Period	Eligible employees are eligible on their date of hire.
Employee Basic Life and AD&D and Supplemental Life and AD&D Insurance	<p>Basic Life and AD&D: Coverage is equal to one and a half times your base annual salary rounded up to the next \$1,000. You may also choose to cap your coverage at \$50,000. The total amount of basic life coverage may not exceed \$400,000 and may be reduced beginning at age 65. Coverage is employer-paid.</p> <p>Employee Supplemental Life and AD&D: Coverage is equal to one, two, three, or four times your base annual salary¹ rounded up to the next \$1,000. This amount may not exceed \$500,000 and may be reduced beginning at age 65. Evidence of Insurability (EOI) may be required.</p>
Spouse / Domestic Partner Life Insurance	Supplemental Spouse Life and AD&D: You may purchase increments of \$10,000 to a maximum \$250,000. Spouses may be covered up to age 70. Evidence of Insurability (EOI) may be required.
Child Life Insurance	Child Life: Child coverage is equal to \$5,000 or \$10,000 if at least age 14 days but under age 26 years.
Evidence of Insurability (EOI)	<p>Employee: A health statement is required if the amount of the increase is lesser of three times your annual earnings or \$250,000 or an increase of more than one level at each subsequent annual enrollment period.</p> <p>Spouse / Domestic Partner: A health statement is required if the amount of the increase is greater than \$30,000 or an increase of more than one level at each subsequent annual enrollment period.</p>

Conversion/Portability	<p>Conversion: If all or part of your Basic and/or Supplemental Life insurance coverage ends, you may convert the amount that ends to an individual life insurance policy without Evidence of Insurability (EOI).</p> <p>Portability: If all or part of your Basic and/or Supplemental Life coverage ends, you may continue all or part of the amount that ends, less any amounts converted to an individual policy without Evidence of Insurability. Portable group term life insurance is not available if coverage ends because the policy terminates.</p>
Waiver of Premium	Included with employer policy.
Reduction Schedule	Employee Basic and Supplemental Life Insurance is subject to a reduction schedule beginning at age 65. When you reach age 65, life benefits reduce to 65%. When you reach age 70, life benefits reduce to 45%. When you reach age 75, life benefits reduce to 30%. When you reach age 80, life benefits reduce to 20%.
MyLibertyAssist	As an employee covered under your employer's group life policy issued by Liberty Life Assurance Company of Boston, you are eligible for MyLibertyAssist Employee Assistance Program (EAP). These benefits include financial, legal, and family services and are available to you and your immediate family members. Employee Assistance Program ("Services") available under MyLibertyAssist are provided by Morneau Shepell. Liberty Life Assurance Company of Boston does not insure or administer these services. These benefits do not replace your employers existing EAP benefit.
Travel Assistance	Travel Assistance provides 24/7/365 access to pre-travel, personal, and emergency help with situations that may arise during travel. Services are available to the covered employee while on business or personal travel more than 100 miles from home and for fewer than 90 consecutive travel days. Dependents traveling with the employee are also covered. Travel assistance services are administered by UnitedHealthcare Global. UnitedHealthcare Global must make all arrangements for Liberty to cover costs of covered events.

Accidental Death & Dismemberment insurance provides a benefit when an injury resulting from an accident causes the death or other covered losses to the insured.

The above information provides highlights of the insurance program. It does not and is not intended to cover the program in detail. Please refer to the policy for a complete description of the coverage, limitations, and exclusions.

ATTENTION: Information related to Open Enrollment may be considered a summary of material modifications (SMM) to one or more of the WHOI benefit plans. It contains a summary of important changes to the Plan(s). Please keep it with your Summary Plan Description, SMMs and other important plan documents. If there is any discrepancy between the terms of the Plan as amended, and this SMM, the provisions of the Plan, as amended, will control. If you have any questions, please contact BenefitsQA@whoi.edu. A copy of the Plan, including SMM's, is available for your inspection.