

Benefits at a Glance – Optional Life Insurance Management

Coverage	Benefit Description
Eligibility	<ul style="list-style-type: none"> Permanent full-time employees who are participating in the Group Life Insurance Plan and are under 65 years of age are eligible to be covered. Must complete an application that includes a Health Questionnaire. Insurer may request additional information (i.e. Doctor's report). Insurer will review the application and any additional information and will approve or decline coverage.
Benefit Amount	<ul style="list-style-type: none"> Available in multiples of multiples of \$25,000 to a maximum of \$250,000.
Premium Amount	<ul style="list-style-type: none"> Depends on the age and gender of the employee as well as whether they are a smoker or non-smoker. The member is responsible for the full amount of the premium through bi-weekly payroll deduction.
Effective Date of Coverage	<ul style="list-style-type: none"> Effective on the 1st day of the month following the date the application is approved by the insurer.
Changes in Coverage Amount	<ul style="list-style-type: none"> A change in the amount of optional insurance coverage is effective from the 1st day of the month following the date of the change. The member must be actively at work in order for the amount of insurance to increase. The insurer may request additional medical evidence.
Termination of Coverage	<ul style="list-style-type: none"> The earlier of: <ul style="list-style-type: none"> day before the member attains age 65; day on which the member no longer has Basic Life coverage; or the date the member has asked, in writing, to have the optional insurance cancelled.
Beneficiary	<ul style="list-style-type: none"> May appoint one or more beneficiaries or change the appointed beneficiaries. Designation of beneficiaries or a request to change beneficiaries must be in writing.

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<p>Waiver of Premium</p>	<ul style="list-style-type: none"> • If a member becomes totally disabled prior to age 65 and remains disabled for a period of 6 consecutive months, coverage under the Optional Life Insurance Plan remains in force. • Member is not required to make premium payments until: <ul style="list-style-type: none"> - member ceases to be totally disabled, or - 3 months after the date that proof of total disability is requested and not received by the insurer, or - the member attains age 65, whichever occurs first.
<p>Conversion Privilege</p>	<ul style="list-style-type: none"> • A member who ceases to be insured prior to their 65th birthday may ask the insurer to issue a policy of individual life insurance without being required to submit evidence of insurability. • The former employee must submit a written application and first premium payment to the insurer within 31 days after coverage has terminated. • The individual policy must not be less than the minimum amount for which the insurer issues a policy and not more than the amount the member was insured for at the time they ceased to be insured, up to a maximum of \$200,000. • The maximum amount of insurance eligible for conversion will be reduced by the total amount of insurance in force, which was previously obtained under the terms of a Conversion Privilege included in this same policy.
<p>Exclusions</p>	<ul style="list-style-type: none"> • No benefit is payable if an individual commits suicide while sane or insane, within two years of the effective date of the coverage, or increased coverage.

This summary provides general information only. The terms and conditions of the insurer's contract take precedence.

February 9, 2010