THE UNIVERSITY OF WINNIPEG

POLICY

NUMBER I-1

INITIALS

TITLE: INSURANCE COVERAGE FOR PERSONAL EFFECTS

EFFECTIVE DATE: July 1, 1990

AUTHORITY: Vice-President (Administration)

Purpose

The purpose of this policy is to inform employees, students, contracted service emoployees and visitors to the University that their personal effects are not covered under the University's insurance policies.

Scope

This policy applies to all items which are owned by an employee, student, contracted service employee or visitor, and which may be on the campus periodically or for long periods of time.

Responsibility

The overall responsibility for the administration of this policy lies with the Vice-President (Administration). The Controller is responsible for its interpretation and day-to-day administration.

Policy

(1) The insurance policies of The University of Winnipeg do not cover the personal effects of employees, students, contracted service employees, or visitors to the campus for loss by theft or damage by fire or other cause while on University property.

(2) It is recommended that employees, students, contracted service employees, and visitors to the University insure their personal effects kept at the University, such as typewriters, books, paintings, bicycles, coats, etc., through their own insurance agent. This type of coverage can normally be arranged by a simple endorsement of a homeowner's or tenant's policy for such items.