
CITY OF KETTERING — ADMINISTRATIVE POLICIES

PERSONNEL POLICIES & PROCEDURES

8/06

Policy No. 202: Employee Life Insurance

A. General Provisions

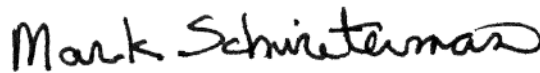
1. The City will provide each regular full-time employee and Volunteer Firefighter with a Term-Life Insurance Policy. These policies will be provided in amounts equal to the employee's annual base salary, plus additional and equal coverage for Accidental Death and Dismemberment.
2. As set by City Council, Volunteer Firefighters are provided with a \$15,000 Term Life Insurance Policy plus \$15,000 Accidental Death and Dismemberment Coverage.
3. It is the responsibility of each employee to maintain accurate records in the Human Resource Department identifying the beneficiary for their own insurance policy.

The City Manager hereby delegates the appropriate responsibility and authority to administer this Policy to the City's Assistant City Managers and Department Directors.

Approved:

9/18/06

Date

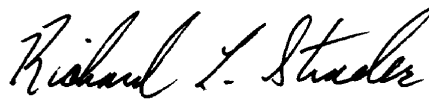


Mark Schwieterman
City Manager

Issued:

10/27/06

Date



Richard L. Strader
Director of Human Resources