Insurance Guidelines

The insurance guidelines below should apply to all payees, suppliers, contractors, consultants and/or vendors doing business with Ohio University.

Level 1 Risks
- Payees or suppliers at this risk level do not require any proof of insurance and are not required to provide a certificate of insurance (COI). This includes BWC proof.

Level 2 Risks
- Payees or suppliers at this risk level are required to provide proof of insurance in the form of a COI with the below insurance levels indicated. If unable to provide this COI the below Insurance Warrant must be signed by the payee or supplier. The COI provided must meet the following insurance guidelines:
  - Worker’s Compensation Insurance to the full extent as required by applicable law. Any Ohio payee or supplier with one or more employees must have WC.
  - Commercial General Liability (Professional Liability may be substituted) coverage for bodily injury and property damage, in amounts not less than $500,000 per occurrence and $1,000,000 in the aggregate.

Level 3 Risks
- Payees or suppliers at this risk level are required to provide proof of insurance in the form of a COI with the below insurance levels indicated. If the payee or supplier is unable to provide an appropriate COI, then the below Insurance Warrant must be signed. The COI provided must meet the following insurance guidelines:
  - Worker’s Compensation Insurance to the full extent as required by applicable law. Any Ohio payee or supplier with one or more employees must have WC.
  - Commercial General Liability (Professional Liability may be substituted) coverage for bodily injury and property damage in amounts not less than $1,000,000 per occurrence and $2,000,000 in the aggregate
  - Commercial Automobile Liability coverage in the amount not less than $1,000,000

Additional Considerations
- Construction contracts and other transactions that have state or federal insurance requirements must provide a COI showing the supplier/vendor meets those requirements.
- A self-insured (SI) payee or supplier who can provide sufficient details concerning the financial stability of their SI program can be exempted from these requirements by the Risk Manager.
- Exceptions and waivers to these guidelines can be approved by the Risk Manager.

Insurance Warrant...
Payee or supplier warrants that at all time during the term of this agreement it will carry and maintain, at their expense, all necessary insurance coverage, which shall include the following:

1. Worker’s Compensation Insurance to the full extent as required by applicable state law. Any Ohio payee or supplier with one or more employees must have WC.
2. General and/or Professional Liability insurance coverage for bodily injury and property damage in amounts not less than:
   a. Level 2 Risks $500,000 per occurrence and $1,000,000 in the aggregate
   b. Level 3 Risks $1,000,000 per occurrence and $2,000,000.00 in the aggregate.
3. Commercial Automobile Liability Insurance (Level 3 Risks) in an amount not less than $1,000,000.