

GROUP SCHEMES SECTION



Contents

1. GENERAL PROVISIONS

2. PERSONAL LINES

- 2.1 MATERIAL DAMAGE COUPONS
- 2.2 MOTOR POLICIES
- 2.3 SMALL CRAFT COUPONS

3. COMMERCIAL LINES

- 3.1 MATERIAL DAMAGE COUPONS
- 3.2 BUSINESS INTERRUPTION POLICIES
- 3.3 MOTOR POLICIES

4. ANNUALLY RENEWAL UNDERLYING POLICIES

5. MINIMUM/PRO-RATED PREMIUMS

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1. GENERAL PROVISIONS

1. Group Schemes are not permissible in respect of Contract Works Coupons
2. All Group Schemes provided by the Sasria agent, where Sasria coverage is required, are subject to the following Regulations:
 - 2.1 The Group Scheme must be registered with Sasria by providing the following details:
 - i. The name of the Group Scheme
 - ii. Whether the scheme is domestic or commercial
 - iii. Whether the scheme is monthly or annual
 - iv. Confirmation that all provisions relating to the running of group schemes will be adhered to
 - v. Sasria must be notified on cancellation of a Group Scheme.

Sasria will thereafter confirm to the Sasria agent that the scheme has been registered and/or cancelled.
 - 2.3 All persons covered in terms of the Group Scheme must take out Sasria coverage on all property that can be insured by Sasria.
 - 2.4 Selection is only permissible on those underlying policies where it can be readily and undisputedly shown, to which property/risks/items the Sasria cover is applicable, as well as how the Sum Insured for Sasria purposes is calculated according to the underlying policy and the property/risks/items selected for Sasria cover.
 - 2.5 The facility will apply only to Schemes that are controlled by the Sasria agent, as Sasria agents are responsible for the collection of premiums.
 - 2.6 Each scheme must be separately registered. If a Sasria agent deals with 4 different brokers, and each Broker requires their clients to be part of a Group Scheme, 4 separate schemes must be registered with Sasria.
 - 2.7 A single Coupon/Policy may be issued at the end of each month. The Regulations governing the issuing of Coupons/Policies must be strictly adhered to in respect of each individual Insured in the Scheme as though a separate Coupon/Policy has been issued to each individual.
 - 2.8 Sasria agents are reminded that Sasria shall, in the event of a claim, call for a copy of the Schedule/Computer print-out or other documentation to substantiate that cover operates. In addition, a copy of the relevant underlying Policy may be requested.
 - 2.9 All Coupons must be issued no later than 30 days after the **end of the month in which the cover incepts**, ie the Coupon/Policy issued for the period 1st September to 30th September, must be issued no later than 30th October etc.
3. True Monthly underlying Policies - Monthly Premium charge
4. Property owned by an individual and used purely for domestic/private/residential purposes, but for tax reasons the property is registered in the names of a Company or a Closed Corporation, e.g. holiday homes, vehicles etc. may be insured in terms of a Sasria Personal Lines Coupon Policies and Sasria Group Schemes subject to the following criteria:
 - 4.1 Both the property registered in the name of the individual as well as the property registered in the name of the Company or Close Corporation are insured in terms of the **same underlying personal lines policy**.
 - 4.2 The Sasria agent may not therefore without the prior permission of Sasria, issue pro-forma/dummy underlying policies to which to attach the Sasria Coupon Policy, purely to take advantage of this concession.
5. In terms of the Policyholder Protection Rules each personal lines policyholder must be furnished with a full copy of the relevant Sasria Coupon Policy Wording. Therefore, despite the fact that only one Sasria Coupon Policy Schedule is issued, each policyholder forming part of the Group Scheme is to be treated as if an individual Sasria Coupon Policy Schedule had been issued. IT IS INSUFFICIENT TO MERELY STATE THAT THE FULL WORDING IS AVAILABLE ON REQUEST.
6. Sasria agents may, at their discretion, waive a pro-rata additional, or refund premium as follows:
 - i) Annual Coupons/Policies (including Annual Group Schemes): R10.00
 - ii) Monthly Coupons/Policies: R1.00



2. PERSONAL LINES

2.1 MATERIAL DAMAGE COUPONS

(Houseowners, Householders, All Risks, Sportsman, Bloodstock and all other covers but not Motor nor Small Craft insurances).

- i. The Sasria agent must total the Sums Insured for each Insured.
- ii. This total must be recorded on the Coupon as the Sum Insured.

2.2 MOTOR POLICIES

- i. The Sasria agent must issue a Motor Policy with the Motor Specification.
- ii. The Motor policy for Monthly Personal Lines is not subject to the Declaration endorsement and hence the Warranty is not applicable.
- iii. Where the vehicle is used to generate an income, such as an LDV used for business purposes, the Commercial Motor Rate (Category 2) must be used.

2.3 SMALL CRAFT COUPONS

- i. The Sasria agent shall total the Sums Insured for each Small Craft identified in the Group Scheme.
- ii. A separate Material Damage Coupon must be issued for this section. Small Craft may not be included on the same Material Damage Coupon as that issued for Houseowners, Householders and All Risks (F1 rating class).

3. COMMERCIAL LINES

3.1 MATERIAL DAMAGE COUPONS

(other than Personal Lines, Business Interruption and Motor)

- i. The Sasria agent must total the Sums Insured for each Insured.
- ii. This total must be recorded on the Coupon as the Sum Insured.

3.2 BUSINESS INTERRUPTION POLICIES (STANDING CHARGES ONLY)

- i. The maximum Indemnity Period allowed is twelve (12) months.
- ii. The **Uninsured Working Expense Schedule** only must be issued.
- iii. The Sasria agent must total the Sums Insured for each Insured.
- iv. This total must be recorded on the Policy as the Sum Insured.
- v. Additional Increase Cost of Working Extension may not be included on Group Schemes.
- vi. The full loss of profit should be a third of the excess of loss cover, with a loss limit of R250 million per insurance period.

3.3 MOTOR POLICIES

- i. The Sasria agent must issue a Motor Policy with the Motor Specification.
- ii. The Motor policy for Monthly Commercial Schemes is not subject to the Declaration endorsement hence the Warranty is not applicable.
- iii. Where a Sasria Motor Policy is issued for Annual Commercial Schemes, the Insured is subject to the Declaration Warranty in the same manner as if an individual Sasria Motor Policy had been issued.



4. ANNUALLY RENEWABLE UNDERLYING POLICIES

1. Sasria must receive full premiums in advance for annually renewable policies, i.e. the total annual premium including those that are paid in instalments.
2. Payment must include all types of premium entries, both debit and credit, i.e. new business, “renewals”, increased sums insured, reductions in sum insured and cancellations.
3. Underwriting Agents must be made fully aware of these requirements.

5. MINIMUM/PRO-RATED PREMIUMS

1. Each Policyholder insured in terms of a Group Scheme is subject to a minimum premium of R500.00 per annum or R50.00 per month on non-motor Sasria Coupons commercial policy. The minimum premium must be applied as if the Insured had been issued with an individual Sasria Coupon. The minimum premium is calculated per Sasria rating class e.g. all classes rated at F1 subject to one minimum of R30.00 per annum or R3.00 per month.
2. Motor minimum premiums are applicable per vehicle in respect of Cat M1, M2 and M3. With regards to Cat M4 and M5 the applicable rate is applied.
3. The respective premium rates and minimum premiums are detailed in the respective sections of these Regulations. Annexure 27 of these Regulations is a summary of all rates and respective minimum premiums applicable.
4. In the case of NEW BUSINESS, may at their discretion charge a pro-rated premium for the period on risk in cases where the inception date of the underlying policy is not the first day of the month. Minimum premiums may not however be pro-rated.