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Dependent Children Life Insurance Plan MMC



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Dependent Children Life Insurance Plan

This plan is an employee-paid group term life insurance plan that helps you provide for your family's financial security. The Plan pays money to you if your covered child dies.

A Note about ERISA

The Employee Retirement Income Security Act of 1974 (ERISA) is a federal law that governs many employer-sponsored plans including this one. Your ERISA rights in connection with this Plan are detailed in the *Administrative Information* section.

SPD and Plan Document

This section provides a summary of the Dependent Child Life Plan (the "Plan") as of January 1, 2008.

This section, together with the *Administrative Information* section and the applicable section about participation, forms the Summary Plan Description and plan document of the Plan.

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The Plan at a Glance

The Dependent Children Life Insurance Plan is an employee-paid group term life insurance plan that helps you provide for your family's financial security. The Plan pays money to you if your covered child dies. The chart below contains some important Plan features. For more information, see "How the Plan Works" on page 8.

Plan Feature	Highlights
How the Plan Works	<ul style="list-style-type: none"> ▪ You can elect life insurance coverage for your eligible children. ▪ The child death benefit options for your eligible children are: <ul style="list-style-type: none"> – \$5,000 or \$10,000 for each child
Eligibility	<ul style="list-style-type: none"> ▪ You are eligible to participate in this program if you meet the eligibility requirements set forth below. ▪ See "Participating in the Plan" on page 2 for details.
Dependent Children Eligibility	<ul style="list-style-type: none"> ▪ For your child to be covered, your child must meet the following requirements: <ul style="list-style-type: none"> – dependent on you for maintenance and support, and – under 19 years of age, or – under 25 years of age if a full-time student in a college or other accredited institution (generally those with 12 or more accredited hours of course work per semester, or full-time as determined by the school) and not employed on a full-time basis, and unmarried ▪ See "Participating in the Plan" on page 2 for details.
Enrollment	<ul style="list-style-type: none"> ▪ Once eligible, you can enroll in Dependent Children Life Insurance at any time.
Beneficiary	<ul style="list-style-type: none"> ▪ You are automatically the beneficiary for the Dependent Children Life Insurance coverage.
When Dependent Children Coverage Ends	<ul style="list-style-type: none"> ▪ Generally, you can cover your child through the end of the calendar year in which your child reaches age 19. ▪ You may be able to extend coverage for your child up to the end of the month in which your child attains age 25, as long as your child is: <ul style="list-style-type: none"> – a full-time student (generally those with 12 or more accredited hours of course work per semester, or full-time as determined by the school), unmarried, and dependent on you for support or – a disabled dependent child. Dependent children may retain coverage as long as they continue to meet the definition of disabled as defined by the Plan. ▪ See "Participating in the Plan" on page 2 for details.
Contact Information	<p>For more information, contact the Claims Administrator: Metropolitan Life Insurance Company One Madison Avenue New York, NY 10010-3690 MMC does not administer the Plan. Metropolitan Life Insurance Company's decisions are final and binding.</p>

Participating in the Plan

You have the option to cover your eligible children under the Dependent Children Life Insurance Plan if they meet the eligibility requirements described in this section. Please also refer to the Participating in Insurance Benefits section for additional detail.

MMC Employees (other than Kroll)

As used throughout this plan summary, "MMC Employees (other than Kroll)" are defined as employees classified on payroll as U.S. salaried employees of MMC or any subsidiary or affiliate of MMC (other than Kroll Inc., and any of its subsidiaries).

Kroll Employees

As used throughout this plan summary, "Kroll Employees" are defined as employees classified on payroll as U.S. full-time regular employees of Kroll, Inc. or any of its subsidiaries.

Eligible Children

You can cover:

- your natural child
- the child of an approved domestic partner
- your legally adopted child
- your stepchild
- your unmarried child over the limiting age incapable of self support by reason of a total physical or mental disability as determined by the Claims Administrator
- a child for whom you are the legally appointed guardian with full financial responsibility

For your child to be covered, your child must meet the following requirements:

- dependent on you for maintenance and support, and permanently living in the home of which you are the head of household,
- under 19 years of age, or
- under 25 years of age if a full-time student in a college or other accredited institution (generally those with 12 or more accredited hours of course work per semester, or full-time as determined by the school) and not employed on a full-time basis, and
- unmarried

"You," "Your," and "Employee"

As used throughout this plan summary, "employee," "you" and "your" always mean:

- For Kroll participants: a U.S. FULL-TIME REGULAR EMPLOYEE OF KROLL, Inc and any of its subsidiaries
- For MMC participants: a U.S. salaried employee of MMC or any subsidiary or affiliate of MMC (other than Kroll, Inc. and any of its subsidiaries).

- The Company has the right to require documentation to verify dependency (such as a copy of the court order appointing legal guardianship). The Plan does not cover foster children or other children living with you, including your grandchildren, unless you are their legal guardian with full financial responsibility—that is, you or your spouse claims them as a dependent on your annual tax return.

How long can I cover my dependent child?

Generally, you can cover your child through the end of the calendar year in which your child reaches age 19. You may be able to extend coverage for your child up to the end of the month in which your child attains age 25, as long as your child is:

- a full-time student (generally those with 12 or more accredited hours of course work per semester, or full-time as determined by the school), unmarried, and dependent on you for support or
- a disabled dependent child. Dependent children may retain coverage as long as they continue to meet the definition of disabled as defined by the Plan.

Once your child reaches the maximum age for coverage or no longer meets the eligibility requirements (whichever comes first), your child's coverage will stop.

If your child no longer meets the eligibility requirements above, you must remove your child from coverage by signing in to MMC PeopleLink's MMC Benefits Online. No refund of contributions and no benefit will be paid beyond the date eligibility ceases.

Can I cover my disabled child?

You can cover your disabled child over the limiting age. To be eligible for coverage, your child has to be an unmarried child incapable of self support by reason of a total mental or physical disability as determined by the Claims Administrator.

To cover your disabled child, your child must have been covered under the Plan before age 19 or 25 as applicable.

My spouse or domestic partner also works for the Company; can we both cover our child?

If both you and your approved spouse or domestic partner work for the Company, you may both enroll your dependent child for coverage, with each of you receiving the full benefit upon your child's death. Also, your child has to meet the eligible child definition.

Can I cover my married child who is still dependent on me?

No, you can't cover a married child, even if the child is still dependent on you.

Can I cover my grandchild?

You can't cover your grandchild under the Plan unless you are the legally appointed guardian or you have legally adopted the child.

I am divorced and do not have sole custody of my child; can I still cover my child?

You can still cover your child under the Plan as long as the child meets the eligible child definition.

Enrollment

You can enroll your child for coverage by signing in to MMC PeopleLink's MMC Benefits Online.

What if I do not enroll when I am first eligible?

After the first 30 days of eligibility, you can enroll in the Plan at any time with EVIDENCE OF INSURABILITY for your child.

Do I have to re-enroll for coverage every year?

No, you do not need to re-enroll each year. After your initial enrollment, your coverage will continue until you change it or end it.

Evidence of Insurability

You don't need to provide Evidence of Insurability for your child if you enroll within 30 days of your hire or your child's birth or adoption. If you do not enroll when you are first eligible for coverage, you will have to provide Evidence of Insurability for your child.

Beneficiaries

You are always the BENEFICIARY for your covered children.

Who is the beneficiary if I die as well as my child?

If you die at the same time as your child, your benefit will be determined based on the New York Estates, Powers & Trust Law governing multiple deaths, which generally provides that the benefit will be distributed as if you survived your beneficiary if there is no sufficient evidence that your deaths were not simultaneous.

Cost of Coverage

You pay a flat rate per paycheck based on the coverage level you elect.

	Semi-monthly Deductions	Weekly Deductions
\$5,000 coverage level	\$0.260	\$0.120
\$10,000 coverage level	\$0.540	\$0.249

Will my costs change?

The cost of your Dependent Children Life Insurance coverage may change. Generally, these changes may occur January 1.

The Company reserves the right to change the amount you are required to contribute at any time.

Are the rates different for non-smokers?

No, the rates for non-smokers are not different from smokers under the Dependent Children Life Insurance plan.

Do I pay for my coverage with before-tax or after-tax dollars?

You pay for your Dependent Children Life Insurance coverage with after-tax dollars.

When Coverage Begins

If you enroll within 30 days of the date you become eligible, Dependent Children Life Insurance coverage will start on your eligibility date or the date your child is born, as applicable, as long as you are ACTIVELY AT WORK on that day. Otherwise, coverage will begin on the first day you are actively at work.

Existing Employees

If you are an existing employee and you experience a QUALIFIED FAMILY STATUS CHANGE (such as birth of a child), the Dependent Children Life Insurance coverage will become effective on the date of the event, if you enroll the family member within 30 days of the qualified family status change.

MMC New Hire (other than Kroll)

Your coverage will be effective on the first day you are actively at work on or after your date of hire, as long as you complete enrollment within 30 days of your eligibility date.

Kroll New Hire

Your coverage will be effective on the 31st calendar day from your date of hire (the date your ACTIVE WORK STATUS began), as long as you complete enrollment within 30 days of your eligibility date.

If you elect Dependent Children Life Insurance at any other time, your coverage will take effect immediately after your application is approved provided you are actively at work if you are a MMC (other than Kroll) employee or in active work status if you are a Kroll employee on that day.

Child hospitalized on effective date

When does coverage begin for my child if my child is hospitalized when his/her coverage is supposed to start?

The coverage for your child will start after the child is released from medical confinement and has provided EVIDENCE OF INSURABILITY. Evidence of Insurability is also required if your child was hospitalized in the three months prior to the effective date of coverage.

Exception:

Coverage for newborns begins immediately and is not subject to the three-month hospital confinement provision.

Changing Coverage

When can I change the amount of my coverage?

You can make changes to your Dependent Children Life Insurance coverage at any time by signing in to MMC PeopleLink's MMC Benefits Online.

Any increase in coverage will require EVIDENCE OF INSURABILITY. Once you submit Evidence of Insurability for your child, the increase will take effect immediately after your application is approved provided you are ACTIVELY AT WORK if you are a MMC (other than Kroll) employee or in ACTIVE WORK STATUS if you are a Kroll employee on that day. A confirmation will be sent to you.

You can also cancel your Dependent Children Life Insurance at any time.

Can I change the amount of Dependent Children Life Insurance coverage while on Leave of Absence or Long Term Disability?

You can only decrease or drop your Dependent Children Life Insurance coverage while on a Leave of Absence or Long Term Disability. You cannot increase your coverage while on a Leave of Absence or Long Term Disability.

When Coverage Ends

When does coverage end?

Under the Dependent Children Life Insurance Plan, coverage ends on the first of the following to occur:

- the date you terminate employment
- the 13th month of an approved leave of absence
- the date you discontinue coverage
- the date of your death
- the date the Plan is terminated
- the last date you have paid premiums

Exception:

If your child dies within 31 days of your termination date, a benefit will be paid as if the coverage was still in effect.

You can convert your Dependent Children Life Insurance Plan to an individual policy.

Generally, you can cover your child through the end of the calendar year in which your child reaches age 19. You may be able to extend coverage for your child up to the end of the month in which your child attains age 25, as long as your child is:

- a full-time student (generally those with 12 or more accredited hours of course work per semester, or full-time as determined by the school), unmarried, and dependent on you for support or
- a disabled dependent child. Dependent children may retain coverage as long as they continue to meet the definition of disabled as defined by the Plan.

Once your child reaches the maximum age for coverage or no longer meets the eligibility requirements (whichever comes first), your child's coverage will stop.

If your child no longer meets the eligibility requirements above, you must remove your child from coverage by signing in to MMC PeopleLink's MMC Benefits Online. No refund of contributions and no benefit will be paid beyond the date eligibility ceases.

Can I cover my disabled child?

You can cover your disabled child over the limiting age. To be eligible for coverage, your child has to be an unmarried child incapable of self support by reason of a total mental or physical disability as determined by the Claims Administrator.

To cover your disabled child, your child must have been covered under the Plan before age 19 or 25 as applicable.

Converting to an Individual Policy***How do I apply for conversion to an individual policy?***

To apply for conversion to an individual policy, you must complete and submit a Life Insurance Conversion Form, together with the required premium payment, within:

- 31 days from the date coverage ends, or
- 15 days from the date notice is given, if notice is given more than 15 days from the date coverage ends.

However, in no event will the conversion period extend beyond 91 days from the date coverage ends.

You can obtain a Conversion of Group Life Benefits to an Individual Policy Form, by logging onto MMC PeopleLink. Click on "View and print forms", then click on "Life,

Personal Accident and Business Travel Insurance”, and select the “Life Insurance Conversion Form”.

Evidence of Insurability for Plan conversion

Do I need Evidence of Insurability to convert to an individual policy?

No, you do not need to provide Evidence of Insurability to convert your Dependent Children Life Insurance as long as you apply within 31 days of your coverage end date (or, if later, within 15 days of when notice of your right to convert is provided) and you make the required premium payment.

When does the individual policy take effect?

Your individual policy takes effect on the later of the date the coverage ends or the date the application and premium payment are received by the insurance company.

How the Plan Works

The Plan is an employee-paid group term life insurance plan that helps you provide for your family’s financial security. The Plan pays money to you if your covered child dies.

The child death benefit options for your eligible children are:

- \$5,000 or \$10,000 for each child

There are no exclusions or limitations for pre-existing conditions if you enroll in the Plan when you are first eligible, subject to EVIDENCE OF INSURABILITY rules.

Will my benefits be reduced as my child gets older?

There is no reduction of the Dependent Children Life Insurance benefit because of your child’s age.

Are there any losses not covered under the Plan?

No, the Plan pays a benefit when your covered child dies regardless of the cause of death.

Does the Dependent Children Life Insurance Plan pay an additional amount for an accidental death?

No, the Plan doesn’t pay any additional amount for accidental death.

The Company has a separate accident insurance plan in which you may cover your eligible family members.

Definition of Salary

Salary for the purpose of the Plan is your annual base salary (excluding overtime, bonuses, commissions, and other extra compensation).

If my salary changes, what happens to my life insurance benefits?

If your salary changes, your Dependent Children Life Insurance benefit amount will be adjusted on the date of your salary change provided you are ACTIVELY AT WORK if you are a MMC employee (other than Kroll) or in ACTIVE WORK STATUS if you are a Kroll employee on that day.

EVIDENCE OF INSURABILITY is not required for an increase in coverage resulting from a salary change.

How Benefits Are Paid

You will receive one of the following:

- a lump sum check made payable to you if the benefit is under \$7,500
- an interest-bearing money market account in your name. You can access all or part of the benefit at any time by writing a check against the account which is administered and guaranteed by the Claims Administrator. You will be provided with full details on the account when the benefit becomes payable

Who will receive the benefit?

If your child dies, you will receive the benefit.

Is the benefit payment taxable?

The benefit payment is not subject to federal income taxes and in most cases state income taxes.

The death benefit may be subject to federal estate taxes.

Tax rules change from time to time. Please note that the information contained herein must not be construed as tax advice, which you can receive only from a professional tax advisor, who should be consulted on federal and state income, gift and estate tax questions.

Filing a Claim

If a covered family member dies, you should contact the MMC Employee Service Center for instructions directly 1-866-374-2662.

You have to file the claim within 90 days of your covered family member's death.

Claim Processing

After the Claims Administrator receives the proper documents and approves the claim, you will be notified.

Most claims are normally processed within two weeks after the claim is filed.

Appealing a Claim

There are special rules, procedures and deadlines that apply to appeals of benefit determinations and denied claims, and you have special legal rights under ERISA. Please refer to the *Administrative Information* section for a description of the appeal process through the link below.

Glossary

ACTIVE WORK STATUS

You must be actively-at-work during your approved scheduled work week and not on any type of leave.

ACTIVELY AT WORK

You are “actively at work” if you are fulfilling your job responsibilities at a Company-approved location on the day coverage is supposed to begin (e.g., you are not out ill or on a leave of absence).

AFTER TAX PAYCHECK DEDUCTIONS

Deductions taken from your pay after Social Security (FICA and Medicare) and federal unemployment insurance (FUTA) taxes and other applicable federal, state and local taxes are withheld.

APPROVED SPOUSE AND DOMESTIC PARTNER

Adding a spouse or same gender or opposite gender domestic partner to certain benefits coverage is permitted upon employment or during the Annual Enrollment period for coverage effective the following January 1st if you satisfy the plans’ criteria, or immediately upon satisfying the plans’ criteria if you previously did not qualify. To obtain spousal or domestic partner coverage, you will need to complete an Affidavit of Eligible Family Membership via MMC Benefits Online declaring that:

Spouse / Domestic Partner

- You have already received a marriage license from a U.S. state or local authority, or registered your domestic partnership with a U.S. state or local authority; or

Spouse Only

- Although not registered with a U.S. state or local authority, your relationship constitutes a marriage under U.S. state or local law (e.g. common law marriage or a marriage outside the U.S. that is honored under U.S. state or local law).

Domestic Partner Only

- Although not registered with a U.S. state or local authority, your relationship constitutes an eligible domestic partnership. To establish that your relationship constitutes an eligible domestic partnership you and your domestic partner must:
 - be at least 18 years old
 - not be legally married, under federal law, to each other or anyone else or part of another domestic partnership during the previous 12 months

- currently be in an exclusive, committed relationship with each other that has existed for at least 12 months and is intended to be permanent
 - not be Medicare eligible
 - currently reside together, and have resided together for at least the previous 12 months, and intend to do so permanently, and
 - have agreed to share responsibility for each other's common welfare and basic financial obligations
 - not related by blood to a degree of closeness that would prohibit marriage under applicable state law.
- MMC reserves the right to require documentary proof of your domestic partnership at any time, for the purpose of determining benefits eligibility. If requested, you must provide documents verifying either the registration of your domestic partnership with a state or local authority or your cohabitation and/or mutual commitment.

Once your Affidavit of Eligible Family Membership is completed and processed, you may cover the dependent child(ren) of your spouse or domestic partner.

BENEFICIARY

The person or entity you designate to be entitled to benefits when you die. For Spouse and Dependent Children Life Insurance, Personal Life Insurance, and Personal Accident Insurance, you are automatically the beneficiary if a covered family member dies.

ELIGIBLE KROLL EMPLOYEES

As used throughout this document, "Kroll Employees" are defined as employees classified on payroll as U.S. full-time regular employees of Kroll, Inc. or any of its subsidiaries.

ELIGIBLE MMC EMPLOYEES (OTHER THAN KROLL)

As used throughout this document, "MMC Employees (other than Kroll)" are defined as employees classified on payroll as U.S. salaried employees of MMC or any subsidiary or affiliate of MMC (other than Kroll Inc., and any of its subsidiaries).

FULL-TIME REGULAR EMPLOYEE OF KROLL

Employees that were not hired to perform short term projects, special programs of a temporary nature and will not be terminated from employment upon completion of their assignment.

EVIDENCE OF INSURABILITY

Proof of good health and is generally required if you do not enroll for coverage when you first become eligible, if the coverage level you are requesting requires such evidence, or if you are increasing coverage. Establishing Evidence of Insurability may require a physical examination at the employee's expense. The Evidence of Insurability must be provided to and approved by the insurer before coverage can go into effect.

QUALIFIED FAMILY STATUS CHANGE

An event that changes your benefit eligibility, for example getting married and having a child or your spouse or dependent lose other coverage. You can make certain changes to your before-tax benefit elections that are due to and consistent with the change in family status.

TOTAL DISABILITY

During the first 30 months of an approved disability, you are considered totally disabled if you cannot perform each and every duty of your present occupation. Medical certification of disability is required, and you must be under the regular care of a licensed physician qualified to treat your condition. After 30 months, you are considered totally disabled and eligible for benefits if you are unable to engage in duties of any substantially gainful employment for which you are reasonably qualified by education, training or experience. You must be under the regular care of a licensed physician qualified to treat your condition.