



## Risk Management Procedures

- I. Overarching Insurance Responsibility of the Emergency Management Services Coordinator.
  - A. Campus Insurance Oversight—Ensuring specific policy requirements are met for the life of the policy
  - B. Management of DRM Portfolio
    1. Coverage for liability, vehicles, property, cyber, other special-coverage policies
    2. Provide Certificates of (Insurance) Coverage
    3. Incident and Loss Investigations
    4. Claims processing
    5. Review insurance coverage documentation for campus service providers
  - C. Compliance with Insurer's Mandates—Carriers will require heightened levels of safety, security, etc. beyond requirements of other regulatory agencies (i.e. OSHA, SMFO)
- II. Regulatory compliance under University Policy 3108; please see [RISK CONTROL PROCEDURES](#) under the *MORE INFORMATION ABOUT RISK MANAGEMENT* tab on Risk Management's webpage for additional information.