



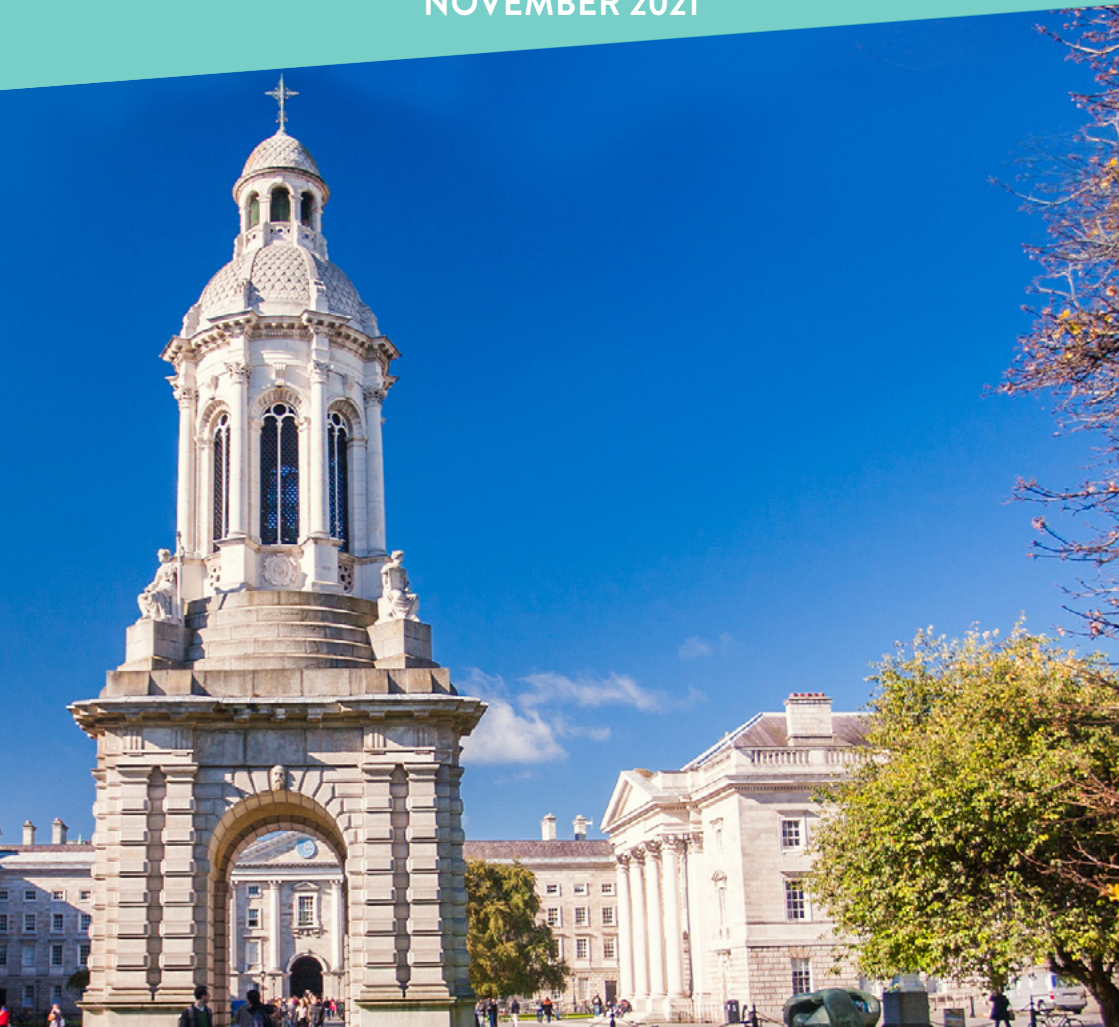
Trinity College Dublin
Coláiste na Tríonóide, Baile Átha Cliath
The University of Dublin



Irish Life

TRINITY COLLEGE DUBLIN GROUP VOLUNTARY INCOME PROTECTION & LIFE ASSURANCE PLAN

MEMBER INFORMATION BOOKLET
GROUP POLICY NO. 26428
NOVEMBER 2021



ABOUT US

Established in Ireland in 1939, Irish Life is now part of the Great-West Lifeco group of companies, one of the world's leading life assurance organisations.

Great-West Lifeco and its subsidiaries, including The Great-West Life Assurance Company, have a record for financial strength, earnings stability and consistently high ratings from the independent rating agencies. The Great-West Life Assurance Company has an AA rating for insurer financial strength from Standard & Poor's.

Information correct as of November 2021. For the latest information, please see www.irishlifecorporatebusiness.ie.

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INTRODUCTION

This booklet will explain the details of your Income Protection and Life Assurance Plan in short and simple terms.

WHAT IS INCOME PROTECTION?

Income Protection is a financial product designed to pay you an income if you are unable to work in your normal occupation as a result of injury or illness.

WHY DO I NEED INCOME PROTECTION?

Perhaps the greatest threat to your livelihood is ill health. If you fall ill your sick pay provides you with an income for a limited period only.

Once your sick pay runs out, your income will fall dramatically. All too often you'll find that the misery of financial insecurity accompanies the discomfort of illness.

Although many members feel that they will never need the protection the Plan provides, our experience has been that even the healthiest person can suffer unexpected illness or have a serious accident. This is why membership of the Plan is so vital for every member.

WHAT IS LIFE ASSURANCE?

Life Assurance is a financial product designed to pay a lump sum benefit to your dependants and/or estate in the event of your death while covered as a member under this scheme.

PURPOSE OF THIS BOOKLET

The purpose of this booklet is to explain simply and concisely the benefits of the Plan. Members should however note that this booklet is only intended to give an outline of the Plan and does not provide financial advice nor create or confer any rights.

The full provisions are contained in a policy issued by Irish Life Assurance plc.

In the event of a dispute, the terms of the policy will apply. A copy of this policy document is available on request.

The rates, terms and conditions of the Plan have been negotiated on a group basis to make it affordable for all members.

DETAILS OF THIS PLAN

PLAN NAME

The name of the Plan is the Trinity College Dublin Group Voluntary Income Protection and Life Assurance Plan.


For this important role, Willis Towers Watson receives remuneration directly from Irish Life (no direct charge to the client).

POLICYHOLDER

The policyholder is Trinity College Dublin.

WHO ARE THE TRUSTEES?


Trustee Principals Limited (TPL)
Willis Towers Watson House
Elm Park,
Merrion Road,
Dublin 4



WHO IS THE PROVIDER?

The underwriter for this Plan is:

Irish Life Assurance plc
Irish Life Centre
Lower Abbey Street
Dublin 1




Phone: 01 704 2000

WHO IS THE BROKER?

The broker for the Plan is:

Willis Towers Watson,
Willis Towers Watson House,
Elm Park,
Merrion Road,
Dublin 4.



Phone: 01 661 6211

Website: www.wtw.ie

JOINING THE PLAN

WHO IS ELIGIBLE TO JOIN THE PLAN?

To be eligible to apply for membership of this Group Income Protection, you must be:

- A. Under age 66
and
- B. Employed by Trinity College Dublin
and
- C. Working 8 or more hours per week
and
- D. Employed on a:
 - Permanent basis or
 - Contract of indefinite duration or
 - Fixed-term/Specific Purpose contract of at least 12 months' duration and
- E. Not a member of closed scheme (University of Dublin, Trinity College GP024200)
- F. Actively at work*

*Actively at work means you:

- are working your normal contracted hours and
- have not received medical advice to refrain from work and
- are not restricted from fully performing the normal duties associated with your occupation
- have not been absent from work for 10

or more consecutive days in the last 3 months

- are not experiencing COVID-19 symptoms i.e. continuous cough, a high temperature or breathing difficulties
- have not tested positive for COVID-19
- have not being advised to have a COVID-19 test or waiting on a COVID-19 test result.

You are considered to be 'actively at work' if you are on paid or statutory maternity, adoptive, parent's or paternity leave. Those on career break, taking carer's leave or other forms of unpaid leave are not considered 'actively at work'.

Those taking parental leave are not considered 'actively at work' unless they are working a reduced number of hours every week throughout their leave and otherwise meet the eligibility criteria of the Scheme.

Cover ceases on expiry of employment contract, as you are no longer employed by Trinity College Dublin.



HOW DO I JOIN?

As this Plan is set up on an auto-entry basis, all employees who meet the eligibility requirements are automatically accepted into the Plan for both Income Protection and Death Benefit, once you are applying to join for the first time.

If you wish to remain in the Plan, you must continue to be covered for Income Protection benefit. However, you can choose to opt out of the Death Benefit cover.

If you have previously opted out of the Plan entirely or for Death benefit cover only, you may apply to re-join the Plan at a later date subject to full medical underwriting. To apply, you must complete the appropriate application form.

WHAT CAN I EXPECT WHEN COMPLETING AN APPLICATION FORM TO REJOIN THE PLAN?

There is a Standard Application Form, which contains a number of medical questions. On receipt of this form, Irish Life will decide whether they require any additional medical evidence before confirming your acceptance terms. Additional medical evidence can include a Tele-interview*, and/or report from your own doctor and/or an independent

*TELE-INTERVIEW

Tele-interview is an interview over the phone. We use it to gather medical or 'risk-related' information when you apply for Life Assurance cover. This information might include details of your current health, past medical history, family medical history, occupational risks and sports or hobbies. Full details of the Tele-Interview are outlined in the Application form.



WHEN DOES MEMBERSHIP BEGIN?

A. Auto-entry members

If you are accepted as an auto-entry member, Income Protection cover and Death Benefit cover (provided you have not previously opted out of Death benefit cover) will begin in line with the Plan rules once the first premium is paid.

If you opt out for Death Benefit cover, you will need to complete an application form and your cover will not begin until your application process has been completed and Irish Life has issued written terms of cover.

B. Members who elected to opt out of the Plan

Cover will not begin until your application process has been completed and Irish Life has accepted you as a member of the Plan and issued written terms of membership.

In certain cases Irish Life may apply special terms, postpone cover or decline to offer cover. Deductions from your salary will not commence until Irish Life has issued written terms of membership.

It is your responsibility to make sure that the premiums are taken from your salary (or bank account, where applicable).

PLAN BENEFITS

INCOME PROTECTION BENEFIT

The Income Protection Plan is designed to provide an income to members in the event of long term illness or disability. This is subject to a maximum percentage of pre-disability income.

If you are in receipt of a full Income Protection benefit under this Plan, and return to work on a part-time basis, the Plan may also cover you for a partial Income Protection benefit.

HOW THE PLAN WORKS

WHEN WILL THE BENEFITS BE PAID?

After you are accepted as a member of the Plan, if you need to make a claim, the Deferred Period is the waiting period, before the Income Protection benefit becomes payable. The waiting period is:

- A. 13 weeks disability in a rolling 12 month period.
- and
- B. 26 weeks disability in a rolling 4 year period.

If your claim is admitted, the benefit will be paid in arrears after the deferred period has expired.

SICK LEAVE

Please note, only sick leave accrued after the date of acceptance will be taken into account for calculation of the deferred period.

If you have been accepted with an excluded condition, any sick leave relating to that condition, will not be used in the calculation of the Deferred Period.

WHAT BENEFITS WILL I RECEIVE IF I AM TOTALLY DISABLED?

The income payable under the Plan has been devised to complement your entitlement to State disability benefit and your employer's own sick pay arrangement under the Pension Plan (where applicable).

The benefits payable are:

- A. 25% of pensionable salary for the first three months, from when your half sick pay starts increasing to
- B. 75% of pensionable salary less Social Welfare entitlement whether paid or not.

Any deduction that Irish Life make for social welfare calculated (eg single person's or married person's social welfare) at the commencement of the claim will not change throughout the lifetime of the claim.

WHAT BENEFIT WILL I RECEIVE IF I AM PARTIALLY DISABLED?

If you are in receipt of a full Income Protection benefit under this Plan, and return to work on a part-time basis, a proportion of the full Income Protection benefit may be payable if due to disability:

- You resume your normal occupation in a reduced capacity with reduced earnings.
- You undertake another occupation at reduced earnings.

The benefit payable in the event of a partial disability cannot exceed the benefit payable in the event of total disability.

DEFINITION OF DISABLEMENT

A. Total Disablement

You are totally unable to carry out the duties of your normal occupation because of illness or injury, and you are not engaged in any other occupation (whether or not for profit, reward, remuneration or benefit-in-kind).

B. Partial Disablement

Following the payment of a full Income Protection claim,

- you remain unfit to carry out your normal occupation in a full capacity as a result of illness or injury and
- with the consent of Irish Life you return to your normal occupation in a reduced capacity at reduced earnings or you take up another occupation at reduced earnings.

DOES THE INCOME PROTECTION BENEFIT INCREASE?

Yes. After you have been in receipt of income from the Plan for 12 consecutive months, the benefit under the Plan will increase annually by 3% or by the consumer price index (CPI), whichever is lower.

HOW LONG WILL MY BENEFIT BE PAID?

The benefit will be payable until the earliest of:

1. You recover.
2. You are deemed medically fit to return to work by Irish Life. You go back to work (partial benefit may continue to be paid if the return is at a reduced level due to partial disability.)
3. You return to work (partial benefit may continue to be paid if the return is at a reduced level due to partial disability).
4. If while in receipt of benefit you re-engage in your normal occupation or engage in some other occupation for profit or reward without the prior written consent of Irish Life.
5. You die.
6. Reaching the ceasing age of the Plan, i.e. your 66th Birthday.
7. Your employment contract ceases with Trinity College Dublin
8. You reside, without Irish Life's written approval, for a period of six calendar months outside Ireland and the United Kingdom.
9. You retire.
10. You resign.

WHAT IF I AM LATE SUBMITTING MY CLAIM?

It is not often possible to retrospectively assess the validity of a claim in cases where a significant period of time (approx. 3 months) has elapsed since your salary reduced or ceased. In the case of late notification, your claim will be assessed on individual merit. Irish Life reserves the right to decline assessing the claim.

DEATH BENEFIT

The Death Benefit Plan is designed to provide a once off lump sum benefit paid at the discretion of the Trustees to your dependants* and/or estate in the event of your death while an employee of Trinity College Dublin.

*Dependants can be defined as your spouse/civil partner and children.

WHAT AMOUNT IS PAYABLE?

If you are a member of the Plan and die while still in employment with Trinity College Dublin before your 66th birthday a lump sum amount of 2 times your pensionable salary will be paid (assuming you did not opt out of this benefit).

If a death claim is admitted, the benefit will be paid by Irish Life tax free. However, thereafter, beneficiaries of the estate will be subject to whatever taxes apply at the time of inheritance and it will be their responsibility to ensure they are meeting their full tax liability.

Revenue rules permit the payment of a lump sum up to four times salary in the event of death in service before retirement. In certain circumstances, the benefit paid in the event of the death of the member

will have to be restricted to ensure that Revenue limits are not exceeded. Any amount in excess of four times salary from all sources must be used to secure a pension for your dependants.

DEATH BENEFIT EXCLUSIONS

Exclusions apply where death is a result of you becoming a member of the armed forces of any country engaged in actual warfare or any organisation engaged in national service work of any country engaged in actual warfare.

DEATH BENEFIT RESTRICTIONS

The Death benefit under this Plan cannot be assigned eg a mortgage.

COST OF THE PLAN

HOW MUCH DOES THE PLAN COST?

The current rate of premiums is just 0.72% of gross annual salary for Income Protection cover and 0.17% of gross annual salary for Death Benefit cover. The cost of this Plan has been negotiated by Trinity College Dublin on a group basis to make it affordable for all members.

The premium amount is conveniently deducted from your salary by Trinity College Dublin. Please bear in mind that it is your responsibility to ensure that the correct deductions have, in fact, been made by your employer and that deductions are cancelled where appropriate. Your premium will increase in line with any salary increase you receive while a member of the plan.

DO I GET TAX RELIEF ON THE PREMIUM PAID?

Yes. You are eligible for income tax relief on the premium paid under the Plan.

As premiums are being deducted from your salary, tax relief will be granted at source. It will not be necessary for you to personally claim this tax relief.

Examples of the cost of the Plan to you are as follows:

Salary**	Monthly Premium	Net Monthly Premium
€30,000*	€22.25	€17.80
€50,000**	€37.08	€22.25
€70,000**	€51.92	€31.15

There are two income tax rates applicable in 2021, 20% and 40%. Members of this Plan have tax deducted through the PAYE system.

*Assuming the member pays the standard 20% rate of income tax.

**Assuming the member pays the 40% rate of income tax.

Please note: the above examples are based on you having both Income Protection cover and Death Benefit cover.

REVIEWING THE PLAN

The cost of the Plan is reviewed every 3 years. If large numbers of people leave the Plan or if there are a high number of people claiming, then Irish Life reserves the right to increase the cost of cover, change the terms and conditions, or with agreement from Trinity College Dublin, cease cover. The costs can also be reviewed downwards in the future.

The term of this Group Policy is to the next review date.

The next review of the Plan will take place on 01/10/2024.



CLAIMING UNDER THE PLAN

HOW DO I MAKE AN INCOME PROTECTION CLAIM?

Contact Trinity College Dublin's Human Resouce Department at hr@tcd.ie or 018963333 as soon as you think that your salary may reduce to half pay due to illness or injury. Trinity College Dublin will provide you with the necessary forms.

Income Protection claims take approximately three months to process from the date your completed claim form is received. The exact length of time it will take to process a claim is dependent upon how long it takes for Irish Life to get data from third parties such as G.P.s, specialists, occupational health physician and employer. With that information, Irish Life must be satisfied that:

- A member is a valid member of the Plan **and**
- A member is or was medically unable to work for the period being claimed for, **and**
- The correct benefit is paid.

It is of critical importance that your claim is submitted on time as failure to do so may result in your claim being declined due to the inability of Irish Life to properly assess your medical condition.

All claims will be medically assessed by Irish Life. As part of the assessment, you may be required to:

1. Provide medical evidence from your Doctor (your Doctor may charge you for this).
2. Provide medical evidence from your Specialist.
3. Complete a tele-claim interview with a nurser and/or.
4. Attend an independent medical examination (IME) to confirm that you meet the definition of disability. It generally takes about 3 weeks for the IME report to be returned to Irish Life.

Following the assessment, Irish Life will make a decision on your claim. Claims can be admitted or declined.

WHAT HAPPENS IF MY CLAIM IS ADMITTED?

If your claim is admitted, and you have completed the relevant deferred period, Irish Life will arrange for benefit to be paid to your bank account. The benefit will be paid in arrears on a monthly basis.

As the benefit is subject to income tax, you can request the Revenue Commissioner to issue a Certificate of Tax to Irish Life. This will enable Irish Life to apply the correct tax rates for future benefits.

In order to insure you continue to meet the definition of disablement, Irish Life may seek medical certificates from your

doctor, and/or require you to attend an independent medical examination and/or organise for a Health Claims Advisor to visit you.

WHAT HAPPENS IF MY CLAIM IS DECLINED?

If the claim is rejected, there are appeal procedures. These are as follows:

1. Direct Appeal

This involves individual claimants making an appeal in which they should include any additional evidence to support their claim, at their own expense. Any such evidence is submitted for consideration by Irish Life and where relevant by Irish Life's Chief Medical Officer. Where Irish Life are satisfied that the individual continues to meet the definition of disablement, the claim will be paid.

As per the appeals procedure, Irish Life reserves the right to arrange additional independent medical examinations, tests or investigations.

If you do not appeal, premiums must continue or restart in order for you to remain a member of the Plan.

2. Appeal to the Financial Services and Pensions Ombudsman (FSPO)

In the event that a direct appeal is not successful and the claimant is dissatisfied with the outcome, an appeal may be submitted to the Financial Services and Pensions Ombudsman (FSPO). This process involves obtaining from Irish Life a 'signing off' letter and submitting this letter to the Financial Services and Pensions Ombudsman

(FSPO) with a request for a complaint form.

This form must be completed and returned to the FSPO with any relevant documentation.

WHAT HAPPENS IF I RETURN TO WORK AFTER MAKING AN INCOME PROTECTION CLAIM?

If you return to your normal occupation at your normal hours, or to full salary, you must ensure that premiums restart in order for you to remain a member of the Plan.

If you return to work but have to stop working again due to the same illness or injury within a period of 6 calendar months from the date of your return to work, you will not be expected to complete the deferred period again.

WHAT IF I AM ON A FIXED TERM CONTRACT AND MAKE A CLAIM?

If a member is unable to work due to illness or injury and their claim is admitted, the claim will only be paid to the date that their contract ends.

HOW DO I MAKE A DEATH BENEFIT CLAIM?

Your Estate/Next of Kin/Solicitor should contact Trinity College Dublin's Human Resource Department at hr@tcd.ie or 018963333. After initial contact is made, if appropriate, Irish Life will advise of the documentation required to process the claim.

Once Irish Life receives all the required documentation and your claim is admitted, the death benefit is usually paid to the Trustees for onward payment to the deceased's estate within 10 working days.

FREQUENTLY ASKED QUESTIONS

JOINING THE PLAN

WHEN DOES COVER BEGIN?

If you are accepted as an auto-entry member, Income Protection cover and Death Benefit cover (provided you have not previously opted out of Death Benefit cover) will begin within the Plan rules once the first premium is made.

If you previously opted out for Death Benefit cover, and are re-applying for this cover, Death Benefit cover will begin from the date Irish Life accepts your application and the first premium is paid.

If you are re-joining the Plan after previously opting out your cover will begin from the date Irish Life accepts your application to the Plan and the first premium is paid.

WHEN DOES COVER END?

Membership of the Plan ends:

- When you reach age 66.
- If you no longer fulfil the eligibility requirements as set out above.
- If your premiums to the Plan cease (please bear in mind that the responsibility to ensure that the correct premiums to the Plan are paid rests with you).

ARE ALL APPLICATIONS ACCEPTED?

In a small percentage of cases membership of the Plan may be refused. In such cases applicants will receive a letter confirming that they have not been accepted into the Plan.

In other cases, membership may be offered subject to an additional premium.

WHAT DOES IT MEAN IF MY APPLICATION IS REFUSED?

This means that Irish Life believe they cannot, because of your health history, offer you the cover sought or they believe it is necessary to charge an extra premium. Irish Life make such decisions only after careful consideration of the information supplied by you on your application form together with any details they have received from doctors you have attended. Applicants may seek additional clarification from their own doctor who can contact Irish Life to request reasons for their decision.

WHERE DO I RETURN THE COMPLETED APPLICATION FORM?

All completed application forms should be returned to:

Willis Towers Watson,
Willis Towers Watson House,
Elm Park,
Merrion Road,
Dublin 4 .



TERMS OF EMPLOYMENT

WILL A BENEFIT BE PAID IF I SUFFER INJURY OR ILLNESS OUTSIDE MY PLACE OF EMPLOYMENT?

Yes. Cover is provided on a 24 hour basis, up to the age of 66 if still in employment with Trinity. You are covered for world-wide travel be it either for the purpose of business or pleasure subject to you being ordinarily resident for tax purposes in the Republic of Ireland, unless Irish Life agree otherwise.

If a member wishes to reside elsewhere, prior consent of Irish Life must be obtained if cover is to continue.

In the event of a claim and the member is living outside of Ireland and the United Kingdom, then the claim will only be payable for a maximum of 6 months, unless Irish Life agree otherwise in writing.

WHAT IF I HAVE A SECOND JOB?

This may be taken into account in calculating any Income Protection benefit paid should you make a claim from the Plan. It is vital, therefore, that you notify Willis Towers Watson/Irish Life in writing at the time of joining the Plan if you have a second job.

Likewise you should notify Willis Towers Watson/Irish Life in writing if, after joining the Plan, you take on a second job. In the event that you have a second job at the time of joining the Plan or take on a second job after joining the Plan, Irish Life reserves the right to refuse cover or withdraw cover in respect of your normal job. This could happen where, for instance, Irish Life believes that your second job involves a greater degree of risk than that involved in your normal job.

The cover provided by the Plan does not extend to your second job. If you would like disability cover on your second job you should contact Willis Towers Watson about the possibility of insuring yourself against disability through an individual policy.

WHAT IF I HAVE UNEARNED INCOME?

In general, investment and rental income will not be taken into account when making a claim under the Plan.

Benefit from any accident or sickness policy will however be taken into account, except lump sum benefits paid under a critical/serious illness policy. Any awards from a court settlement in relation to your condition will also be taken into account.

WHAT IF I TAKE A CAREER BREAK OR UNPAID LEAVE OF ABSENCE?

You are not on cover whilst on Career Break or Unpaid Leave of Absence as there is no salary to protect. Members who take a Career Break or Unpaid Leave of Absence for up to 12 months will rejoin the Plan automatically on return to work provided that premiums recommence immediately. Automatic cover means you can rejoin the Plan without any medical underwriting.

If the duration of a Career Break and/or Unpaid Leave of Absence exceeds 12 consecutive months, members will not rejoin the Plan automatically on return to work. Such individuals will be classified as 'new entrants' that do not satisfy the automatic cover conditions and, as such, will be required to complete the Standard Application Form. Additional medical evidence may be required by Irish Life.

WHAT IF I TRAVEL ABROAD?

As long as you remain resident within Ireland, you are covered wherever you travel in the world for holiday purposes. However, should you decide to reside abroad or work abroad temporarily, you should notify Willis Towers Watson/Irish Life immediately as Irish Life reserve the right to vary your premiums or benefits or cancel membership of the Plan in such circumstances.

WHAT IF I CHANGE OCCUPATION OR LEAVE TRINITY COLLEGE DUBLIN?

Cover will automatically lapse on your ceasing to be an eligible member of the Plan. You should consider seeking similar cover on a personal basis which can be arranged through your broker. The preferential underwriting and costs can be achieved on this Plan as it is set up on a group basis.

CALCULATION OF BENEFIT

ON WHAT SALARY IS MY BENEFIT BASED?

1. If you are making an Income Protection claim, your pensionable salary at the date you ceased work will be used to calculate the benefit.
2. If you are making a Death claim, your pensionable salary at the date of death will be used to calculate the benefit.
3. If you are in receipt of an Income Protection benefit at the date of death, the pensionable salary you were earning at the time your Income Protection benefit commenced including any inflation will be used to calculate your death benefit.

WILL MY INCOME PROTECTION BENEFIT BE TAXED?

Yes. Benefits are treated as earned income for tax purposes and, as such, will be taxed under the PAYE/PRSI/USC system in the normal way.

DOES MY INCOME PROTECTION COVER INCREASE IN LINE WITH SALARY?

One of the great advantages of the Plan is that it allows for your cover to be increased in line with income rises, promotions etc. This means that the cover you enjoy under the Plan remains realistic over the years ahead.

This is especially so for members contributing by deduction from salary whose benefits under the Plan are based on their recent pre-disability salary.

IF I AM CLAIMING FROM THE INCOME PROTECTION PLAN, DOES MY BENEFIT INCREASE EACH YEAR?

Yes. The benefit paid to you by the Plan increases by the escalation amount set out in section 2 above. This helps ensure the benefit you receive remains realistic despite the effect of inflation.

WHAT IS THE MAXIMUM INCOME PROTECTION BENEFIT PAID UNDER THE PLAN?

Your benefit cannot exceed the lesser of:

1. **75% of your Pensionable Salary as defined less:**
 - a) any amount of salary, earnings, profit, monetary reward or remuneration which you are in receipt of from your

normal occupation, or any other occupation or business that you may undertake subsequent to date of disablement;

and

- b) any amount equal to the State Disability benefit payable, if entitled;

and

- c) any benefit you are receiving under the Social Welfare Act other than sickness, disability or treatment benefits payable to you under the Social Welfare Acts;

and

- d) any benefit you are entitled to under any other insurance against accident or sickness or other similar arrangement (where appropriate such an amount will be annualised), except in the cases of a once off-lump sum Specified Illness Cover policy;

and

- e) any annualised amount awarded by an arbitration tribunal or Court of Law or agreed settlement sum or ex gratia payment attributable to loss of earnings arising out of any action relating to your disablement;

OR

2. The maximum Income Protection benefit – currently €360,000 per annum.

ARE THERE ANY GENERAL EXCLUSIONS?

The Plan does not insure against claims arising from any war, invasion, act of foreign enemy, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection, riot, civil commotion or military or usurped power.

OTHER QUESTIONS

DO I PAY PREMIUMS WHILE IN RECEIPT OF AN INCOME PROTECTION CLAIM?

No premiums will be charged under the Plan while you are a claimant. Your Life Assurance cover will remain in place free of charge. The amount of cover would be based on the salary that applied at the date you were first absent from work. If you return to work your premiums will recommence automatically through your payroll.

WHAT HAPPENS IF PREMIUMS ARE NOT PAID?

If premiums are not paid, cover under the Plan ceases. It is your personal responsibility to ensure premiums are deducted or otherwise paid.

CAN THE LIFE ASSURANCE BENEFIT BE ASSIGNED?

No, the Death Benefit under this Plan cannot be assigned eg a mortgage.

CAN THE POLICY BE AMENDED?

Benefit levels and the rate of premiums are subject to review on a regular basis. The next review of the Plan will take place on the next rate review date, as set out in section 4.

At this time the policyholder and Irish Life reserve the right to increase or reduce the rate of premiums and vary the benefit levels under the Plan for all members or terminate the Plan as a whole.

IS THERE A CONTINUATION OPTION?

This is a group plan arrangement where the preferential underwriting and cost can be achieved on this Plan as it is set up on a group basis. This means however, there is no Continuation option available and cover will lapse on you ceasing to be an eligible member of the Plan. You should consider seeking similar cover on a personal basis.

WHAT IF I HAVE A COMPLAINT?



If for any reason you feel that this Plan is not right for you, or if you have any questions, you should contact CODE, Irish Life Corporate Business, Lower Abbey Street, Dublin 1 who will deal with your enquiry.

Irish Life Corporate Business operates an internal complaints procedure and any complaints you may have will, in the first instance, be fully reviewed by them.

If you feel we have not dealt fairly with your complaint, you should contact:

Financial Services and Pensions Ombudsman,

Lincoln House,
Lincoln Place,
Dublin 2,
D02 VH29.

Phone: 01 567 7000

Email: info@fspo.ie

Website: www.fspo.ie

RULES OF THE PLAN

In the event of a claim only the definitions in the master policy document will be used to determine the validity of the claim. The contents of this booklet and the explanations given do not affect the interpretation of the policy rules.

The Plan is governed by a master Policy Document issued by Irish Life Assurance plc.

Members of the Plan may examine the policy at any reasonable time at the head office of Irish Life. This booklet provides a brief summary of the main policy conditions only and confers no legal rights.

ADDITIONAL INFORMATION - IN RELATION TO THIS PLAN AND THE SUPPLIER (IRISH LIFE ASSURANCE PLC)

IDENTITY AND MAIN BUSINESS OF SUPPLIER:

Irish Life Assurance plc ('Irish Life') A Life Assurance undertaking providing policies of life assurance.

ADDRESS OF BUSINESS:

Irish Life Centre, Lower Abbey Street, Dublin 1.

REGISTERED NUMBER:

Irish Life is registered in Ireland under number 152576.

SUPERVISORY AUTHORITY:

Irish Life Assurance plc is regulated by the Central Bank of Ireland.

VAT REGISTRATION NUMBER:

The Irish Life's VAT registration number is 9F55923G.

WHAT ARE THE MAIN CHARACTERISTICS OF THIS PLAN?

The Plan provides an income if the insured person is unable to work due to illness or injury.

ARE THERE OTHER TAXES OR COSTS THAT ARE NEITHER PAID NOR IMPOSED BY IRISH LIFE?

Yes, the benefit is subject to normal income under the PAYE system.

FOR WHAT PERIOD IS THIS INFORMATION FROM IRISH LIFE VALID?

The information in the booklet is valid at the date of issue up to the next review date (detailed in Section 2 of this booklet under the heading 'Reviewing the Plan').

WHAT ARRANGEMENT FOR PAYMENT AND PERFORMANCE APPLY UNDER THE POLICY?

This information is in the booklet.

DO I HAVE THE RIGHT TO CANCEL MY MEMBERSHIP?

If, after joining this Plan, you feel that it is not suitable, you may cancel it by writing to us. If you do this within 30 days from the date of completing the application we will return any payments you have made. You will then be treated as having not joined

the Plan and no benefit will be payable to you under the Plan. We recommend that you talk to your financial adviser before you cancel your membership.

HOW DO I CANCEL MY MEMBERSHIP?

You can cancel your membership at any time by contacting us directly at Corporate Business Voluntary Risk, Irish Life Assurance plc, Lower Abbey Street, Dublin 1 or emailing cbvoluntaryrisk@irishlife.ie.

WHAT RIGHTS DOES IRISH LIFE HAVE TO CEASE COVER UNDER THIS POLICY?

Irish Life can cancel the policy at the end of the policy term, (at the next review date - (detailed in Section 2 of this booklet under the heading 'Reviewing the Plan'). Also, see booklet for details about when your cover ceases.

WHAT JURISDICTION AND LAWS APPLY TO THIS POLICY?

Irish Life's policies are governed by the laws of the Republic of Ireland, and the courts and law will be used to determine any matters which may become subject to a legal dispute.

WHAT LANGUAGE IS USED IN THE POLICY AND OTHER COMMUNICATION?

The terms and conditions of this policy will be provided in the English language. Irish Life Assurance plc will communicate with you in the English language at all times.

IS THERE AN OUT OF COURT COMPLAINT AND REDRESS PROCESS?

If you make a complaint and after we process your complaint you remain dissatisfied with the outcome, you may request a Final Response Letter to enable you to refer your complaints to the Financial Services and Pensions Ombudsman can be contacted at:

Financial Services and Pensions Ombudsman,

Lincoln House,
Lincoln Place,
Dublin 2,
D02 VH29.

Phone: 01 567 7000

Email: info@fspo.ie

Website: www.fspo.ie



CONTACT US

Corporate Business Voluntary Risk,
Irish Life, 4th Floor,
Irish Life Assurance plc,
Lower Abbey Street, Dublin 1.

Phone: 01 704 1724

Email: cbvoluntaryrisk@irishlife.ie

Website: www.irishlifecorporatebusiness.ie



SOLVENCY AND FINANCIAL CONDITION REPORT

Irish Life's current Solvency and Financial Condition Report is available on our website at <http://www.irishlifecorporatebusiness.ie/about-us>



PENSIONS
INVESTMENTS
LIFE INSURANCE



Irish Life

CONTACT US

PHONE: 01 704 20 00
FAX: 01 704 19 05
EMAIL: cbvoluntaryrisk@irishlife.ie
WEBSITE: www.irishlifecorporatebusiness.ie
WRITE TO: CB Voluntary Risk, 4th Floor, Irish Life Assurance plc, Lower Abbey Street, Dublin 1.

In the interest of customer service we will monitor calls.
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Irish Life Assurance plc is regulated by the Central Bank of Ireland.
