

AMENDMENT NO. 2

This amendment forms a part of Group Identification No. 118668 008 issued to the Policyholder:

New York State United Teachers Member Benefits

The entire Summary of Benefits is replaced by the Summary of Benefits attached to this amendment.

The effective date of these changes is January 1, 2006. The changes only apply to deaths and covered losses that occur on or after the effective date.

The Summary of Benefits' terms and provisions will apply other than as stated in this amendment.

Dated at New York, New York on September 12, 2008.

First Unum Life Insurance Company

By 

Secretary

New York State United Teachers Member Benefits

By \_\_\_\_\_  
Signature and Title of Officer



**GROUP INSURANCE  
SUMMARY OF BENEFITS  
NON-PARTICIPATING**

**First Unum Life Insurance Company**

99 Park Avenue  
6th Floor  
New York, New York 10016

**IDENTIFICATION NUMBER:** 118668 008

**EFFECTIVE DATE OF COVERAGE:** January 1, 2006

**ANNIVERSARY DATE:** January 1

**GOVERNING JURISDICTION:** New York

**SUBJECT: Group Life and Accidental Death and Dismemberment Insurance**

**First Unum Life Insurance Company  
insures the lives of Participating Groups of the**

**New York State United Teachers Member Benefits**

**Summary of Benefits for  
New York State United Teachers  
(referred to as the Participating Group)**

First Unum Life Insurance Company (referred to as Unum) will provide benefits under this Summary of Benefits. Unum makes this promise subject to all of this Summary of Benefits' provisions.

The Participating Group should read this Summary of Benefits carefully and contact Unum promptly with any questions. This Summary of Benefits is delivered in and is governed by the laws of the governing jurisdiction and to the extent applicable by the Employee Retirement Income Security Act of 1974 (ERISA) and any amendments.

Signed for Unum at New York, New York on the Effective Date of Coverage.

President

Secretary

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# BENEFITS AT A GLANCE

## LIFE INSURANCE PLAN

This life insurance plan provides financial protection for your beneficiary(ies) by paying a benefit in the event of your death. The amount your beneficiary(ies) receive(s) is based on the amount of coverage in effect just prior to the date of your death according to the terms and provisions of the plan.

### **POLICYHOLDER'S ORIGINAL PLAN**

**EFFECTIVE DATE:** January 1, 2006

### **PARTICIPATING GROUP'S PLAN**

**EFFECTIVE DATE:** January 1, 2006

**IDENTIFICATION NUMBER:** 118668 008

### **PORTABILITY**

**POLICY NUMBER:** 507872

### **ELIGIBLE GROUP(S):**

All Members who are members of the Board of Directors of the Participating Group

### **WAITING PERIOD:**

The date you are appointed to the Board of Directors of the New York State United Teachers

### **WHO PAYS FOR THE COVERAGE:**

The Participating Group pays the cost of your coverage.

### **LIFE INSURANCE BENEFIT:**

#### **AMOUNT OF LIFE INSURANCE FOR YOU**

\$50,000

#### **AMOUNT OF LIFE INSURANCE AVAILABLE IF YOU BECOME INSURED AT CERTAIN AGES OR HAVE REACHED CERTAIN AGES WHILE INSURED**

If you have reached age 75, your amount of life insurance will be:

- 50% of the amount of life insurance you had prior to age 75; or
- 50% of the amount of life insurance shown above if you become insured on or after age 75.

There will be no further increases in your amount of life insurance.

### **OTHER FEATURES:**

Accelerated Benefit

Conversion

Portability

**The above items are only highlights of this plan. For a full description of your coverage, continue reading your certificate of coverage section.**

# BENEFITS AT A GLANCE

## ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE PLAN

This accidental death and dismemberment insurance plan provides financial protection for your beneficiary(ies) by paying a benefit in the event of your death or for you in the event of any other covered loss. The amount you or your beneficiary(ies) receive(s) is based on the amount of coverage in effect just prior to the date of your death or any other covered loss according to the terms and provisions of the plan.

### POLICYHOLDER'S ORIGINAL PLAN

EFFECTIVE DATE: January 1, 2006

### PARTICIPATING GROUP'S PLAN

EFFECTIVE DATE: January 1, 2006

IDENTIFICATION NUMBER: 118668 008

### PORTABILITY

POLICY NUMBER: 507872

### ELIGIBLE GROUP(S):

All Members who are members of the Board of Directors of the Participating Group

### WAITING PERIOD:

The date you are appointed to the Board of Directors of the New York State United Teachers

### WHO PAYS FOR THE COVERAGE:

The Participating Group pays the cost of your coverage.

### ACCIDENTAL DEATH AND DISMEMBERMENT BENEFIT:

#### AMOUNT OF ACCIDENTAL DEATH AND DISMEMBERMENT (AD&D) INSURANCE FOR YOU (FULL AMOUNT)

\$50,000

#### AMOUNT OF ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE AVAILABLE IF YOU BECOME INSURED AT CERTAIN AGES OR HAVE REACHED CERTAIN AGES WHILE INSURED

If you have reached age 75, your amount of AD&D insurance will be:

- 50% of the amount of AD&D insurance you had prior to age 75; or
- 50% of the amount of AD&D insurance shown above if you become insured on or after age 75.

There will be no further increases in your amount of AD&D insurance.

### REPATRIATION BENEFIT FOR YOU

Maximum Benefit Amount:

Up to \$5,000

The Repatriation Benefit is separate from any accidental death and dismemberment benefit which may be payable. To receive the Repatriation Benefit, your accidental death benefit must be paid first.

### SEATBELT(S) AND AIR BAG BENEFIT FOR YOU

Benefit Amount:

Seatbelt(s): 10% of the Full Amount of your accidental death and

dismemberment insurance benefit.

Air Bag: 5% of the Full Amount of your accidental death and dismemberment insurance benefit.

Maximum Benefit Payment:

Seatbelt(s): \$10,000

Air bag: \$5,000

The Seatbelt(s) and Air Bag Benefit is separate from any accidental death and dismemberment benefit which may be payable. To receive the Seatbelt(s) and Air Bag Benefit, your accidental death benefit must be paid first.

**SOME LOSSES MAY NOT BE COVERED UNDER THIS PLAN.**

**OTHER FEATURES:**

Portability

**The above items are only highlights of this plan. For a full description of your coverage, continue reading your certificate of coverage section.**

## **CLAIM INFORMATION**

### **LIFE INSURANCE**

#### ***WHEN DO YOU OR YOUR AUTHORIZED REPRESENTATIVE NOTIFY UNUM OF A CLAIM?***

We encourage you or your authorized representative to notify us as soon as possible, so that a claim decision can be made in a timely manner.

Written notice and proof of claim must be sent as soon as reasonably possible.

The claim form is available from the Participating Group, or you or your authorized representative can request a claim form from us. If you or your authorized representative does not receive the form from Unum within 15 days of the request, send Unum written proof of claim without waiting for the form.

#### ***WHAT INFORMATION IS NEEDED AS PROOF OF YOUR CLAIM?***

Proof of claim, provided at your or your authorized representative's expense, must show the cause of death. Also a certified copy of the death certificate must be given to us.

In some cases, you will be required to give Unum authorization to obtain additional medical and non-medical information as part of your proof of claim. Unum will deny your claim if the appropriate information is not submitted.

#### ***WHEN CAN UNUM REQUEST AN AUTOPSY?***

In the case of death, Unum will have the right and opportunity to request an autopsy where not forbidden by law.

#### ***HOW DO YOU DESIGNATE OR CHANGE A BENEFICIARY? (Beneficiary Designation)***

At the time you become insured, you should name a beneficiary on your enrollment form for your death benefits under your life insurance. You may change your beneficiary at any time by filing a form approved by Unum with the Participating Group. If you have named an irrevocable beneficiary, the Participating Group must receive, in writing, consent from the irrevocable beneficiary that you may change your beneficiary designation. The new beneficiary designation will be effective as of the date you sign that form. However, if we have taken any action or made any payment before the Participating Group receives that form and written consent from an irrevocable beneficiary, if any, that change will not go into effect.

It is important that you name a beneficiary and keep your designation current. If more than one beneficiary is named and you do not designate their order or share of payments, the beneficiaries will share equally. The share of a beneficiary who dies before you, or the share of a beneficiary who is disqualified, will pass to any surviving beneficiaries in the order you designated.

If you do not name a beneficiary, or if all named beneficiaries do not survive you, or if your named beneficiary is disqualified, your death benefit will be paid to your estate.

Instead of making a death payment to your estate, Unum has the right to make payment to the first surviving family members of the family members in the order listed below:

- spouse;
- child or children;
- mother or father; or
- sisters or brothers.

If we are to make payments to a beneficiary who lacks the legal capacity to give us a release, Unum may pay up to \$500 to the person or institution that appears to have assumed the custody and main support of the beneficiary. This payment made in good faith satisfies Unum's legal duty to the extent of that payment and Unum will not have to make payment again.

Also, at Unum's option, we may pay up to \$500 to the person or persons who, in our opinion, have incurred expenses for your last sickness and death.

### ***HOW WILL UNUM MAKE PAYMENTS?***

If your life claim is at least \$10,000, Unum will make available to the beneficiary a **retained asset account** (the Unum Security Account).

Payment for the life claim may be accessed by writing a draft in a single sum or drafts in smaller sums. The funds for the draft or drafts are fully guaranteed by Unum.

If the life claim is less than \$10,000, Unum will pay it in one lump sum to your beneficiary.

Also, your beneficiary may request the life claim to be paid according to one of Unum's other settlement options. This request must be in writing in order to be paid under Unum's other settlement options.

### ***WHAT HAPPENS IF UNUM OVERPAYS YOUR CLAIM?***

Unum has the right to recover any overpayments due to any error Unum makes in processing a claim.

You must reimburse us in full. We will determine the method by which the repayment is to be made.

Unum will not recover more money than the amount we paid you.

### ***WHAT ARE YOUR ASSIGNABILITY RIGHTS FOR THE DEATH BENEFITS UNDER YOUR LIFE INSURANCE? (Assignability Rights)***

The rights provided to you by the plan for life insurance are owned by you, unless:

- you have previously assigned these rights to someone else (known as an "assignee"); or
- you assign your rights under the plan(s) to an assignee.



We will recognize an assignee as the owner of the rights assigned only if:

- the assignment is in writing, signed by you, and acceptable to us in form; and
- a signed or certified copy of the written assignment has been received and registered by us at our home office.

We will not be responsible for the legal, tax or other effects of any assignment, or for any action taken under the plan(s) provisions before receiving and registering an assignment.

## **CLAIM INFORMATION**

### **ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE**

#### ***WHEN DO YOU OR YOUR AUTHORIZED REPRESENTATIVE NOTIFY UNUM OF A CLAIM?***

We encourage you or your authorized representative to notify us as soon as possible, so that a claim decision can be made in a timely manner.

If a claim is based on death or other covered loss, written notice and proof of claim must be sent as soon as reasonably possible.

The claim form is available from the Participating Group, or you or your authorized representative can request a claim form from us. If you or your authorized representative does not receive the form from Unum within 15 days of your request, send Unum written proof of claim without waiting for the form.

#### ***HOW DO YOU FILE A CLAIM FOR A COVERED LOSS?***

You or your authorized representative and the Participating Group must fill out your own sections of the claim form and then give it to your attending physician. Your physician should fill out his or her section of the form and send it directly to Unum.

#### ***WHAT INFORMATION IS NEEDED AS PROOF OF CLAIM?***

If claim is based on death or other covered loss, proof of claim for death or covered loss, provided at Unum's expense, must show:

- the cause of death or covered loss;
- the extent of the covered loss;
- the date of covered loss; and
- the name and address of any hospital or institution where treatment was received, including all attending physicians.

Also, in case of death, a certified copy of the death certificate must be given to us.

In some cases, you will be required to give Unum authorization to obtain additional medical and non-medical information as part of your proof of claim. Unum will deny your claim if the appropriate information is not submitted.

#### ***WHEN CAN UNUM REQUEST AN AUTOPSY?***

In the case of death, Unum will have the right and opportunity to request an autopsy where not forbidden by law.

## ***HOW DO YOU DESIGNATE OR CHANGE A BENEFICIARY? (Beneficiary Designation)***

At the time you become insured, you should name a beneficiary on your enrollment form for your death benefits under your accidental death and dismemberment insurance. You may change your beneficiary at any time by filing a form approved by Unum with the Participating Group. If you have named an irrevocable beneficiary, the Participating Group must receive, in writing, consent from the irrevocable beneficiary that you may change your beneficiary designation. The new beneficiary designation will be effective as of the date you sign that form. However, if we have taken any action or made any payment before the Participating Group receives that form and written consent from an irrevocable beneficiary, if any, that change will not go into effect.

It is important that you name a beneficiary and keep your designation current. If more than one beneficiary is named and you do not designate their order or share of payments, the beneficiaries will share equally. The share of a beneficiary who dies before you, or the share of a beneficiary who is disqualified, will pass to any surviving beneficiaries in the order you designated.

If you do not name a beneficiary, or if all named beneficiaries do not survive you, or if your named beneficiary is disqualified, your death benefit will be paid to your estate.

Instead of making a death payment to your estate, Unum has the right to make payment to the first surviving family members of the family members in the order listed below:

- spouse;
- child or children;
- mother or father; or
- sisters or brothers.

If we are to make payments to a beneficiary who lacks the legal capacity to give us a release, Unum may pay up to \$500 to the person or institution that appears to have assumed the custody and main support of the beneficiary. This payment made in good faith satisfies Unum's legal duty to the extent of that payment and Unum will not have to make payment again.

Also, at Unum's option, we may pay up to \$500 to the person or persons who, in our opinion, have incurred expenses for your last sickness and death.

## ***HOW WILL UNUM MAKE PAYMENTS?***

If your accidental death or dismemberment claim is at least \$10,000 Unum will make available to you or your beneficiary a **retained asset account** (the Unum Security Account).

Payment for the accidental death or dismemberment claim may be accessed by writing a draft in a single sum or drafts in smaller sums. The funds for the draft or drafts are fully guaranteed by Unum.

If the accidental death or dismemberment claim is less than \$10,000, Unum will pay it in one lump sum to you or your beneficiary.

Also, your beneficiary may request the accidental death claim to be paid according to one of Unum's other settlement options. This request must be in writing in order to be paid under Unum's other settlement options.

All other benefits will be paid to you.

***WHAT HAPPENS IF UNUM OVERPAYS YOUR CLAIM?***

Unum has the right to recover any overpayments due to any error Unum makes in processing a claim.

You must reimburse us in full. We will determine the method by which the repayment is to be made.

Unum will not recover more money than the amount we paid you.

***WHAT ARE YOUR ASSIGNABILITY RIGHTS FOR THE DEATH BENEFITS UNDER YOUR ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE BENEFITS? (Assignability Rights)***

The rights provided to you by the plan(s) for accidental death insurance benefits are owned by you, unless:

- you have previously assigned these rights to someone else (known as an "assignee"); or
- you assign your rights under the plan(s) to an assignee.

We will recognize an assignee as the owner of the rights assigned only if:

- the assignment is in writing, signed by you, and acceptable to us in form; and
- a signed or certified copy of the written assignment has been received and registered by us at our home office.

We will not be responsible for the legal, tax or other effects of any assignment, or for any action taken under the plan(s) provisions before receiving and registering an assignment.

## **PARTICIPATING GROUP PROVISIONS**

### ***WHAT DOES THIS SUMMARY OF BENEFITS CONSIST OF FOR THE PARTICIPATING GROUP?***

This Summary of Benefits consists of:

- all Summary of Benefits' provisions and any amendments and/or attachments issued;
- each Member's application for insurance (Member retains his own copy); and
- the certificate of coverage issued for each Member of the Participating Group.

This Summary of Benefits may be changed in whole or in part. Only an officer or a registrar of Unum can approve a change. The approval must be in writing and endorsed on or attached to this Summary of Benefits. No other person, including an agent, may change this Summary of Benefits or waive any part of it.

This Summary of Benefits is a part of the Policy issued to the Policyholder, is subject to provisions of and cannot continue absent the Policy.

### ***WHAT IS THE COST OF THIS INSURANCE?***

#### **LIFE INSURANCE**

Premium payments are *required* for an insured while he or she is disabled under this plan.

The initial premium for each **plan** is based on the initial rate(s) shown in the Rate Information Amendment(s).

#### ***INITIAL RATE GUARANTEE AND RATE CHANGES***

Refer to the Rate Information Amendment(s).

#### **ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE**

The initial premium for each **plan** is based on the initial rate(s) shown in the Rate Information Amendment(s).

#### ***INITIAL RATE GUARANTEE AND RATE CHANGES***

Refer to the Rate Information Amendment(s).

### ***WHEN IS PREMIUM DUE FOR THIS SUMMARY OF BENEFITS?***

Premium Due Dates: Premium due dates are based on the Premium Due Dates shown in the Rate Information Amendment(s).

The **Participating Group** must send all premiums to Unum on or before its respective due date. The premium must be paid in United States dollars.

## **WHEN ARE INCREASES OR DECREASES IN PREMIUM DUE?**

Premium increases or decreases which take effect during a policy month are adjusted and due on the next premium due date following the change. Changes will not be pro-rated daily.

If premiums are paid on other than a monthly basis, premiums for increases and decreases will result in a monthly pro-rated adjustment on the next premium due date.

Unum will only adjust premium for the current policy year and the prior policy year.

## **WHAT INFORMATION DOES UNUM REQUIRE FROM THE PARTICIPATING GROUP?**

The Participating Group must provide Unum with the following on a regular basis:

- information about Members:
  - who are eligible to become insured;
  - whose amounts of coverage change; and/or
  - whose coverage ends;
- occupational information and any other information that may be required to manage a claim; and
- any other information that may be reasonably required.

The Participating Group must make its records that, in Unum's opinion, have a bearing on this Summary of Benefits available for review by Unum at any reasonable time.

Clerical error or omission by Unum will not:

- prevent a Member from receiving coverage;
- affect the amount of an insured's coverage; or
- cause a Member's coverage to begin or continue when the coverage would not otherwise be effective.

## **WHO CAN CANCEL OR MODIFY THIS SUMMARY OF BENEFITS OR A PLAN UNDER THIS SUMMARY OF BENEFITS?**

This Summary of Benefits or a plan under this Summary of Benefits can be cancelled:

- by Unum;
- by the Participating Group; or
- by the Policyholder.

Unum may cancel or modify this Summary of Benefits or a plan if:

- there is less than 100% participation of those eligible Members for a Participating Group paid plan; or
- there is less than 75% participation of those eligible Members who pay all or part of the premium for a plan; or
- the Participating Group does not promptly provide Unum with information that is reasonably required; or

- the Participating Group fails to perform any of its obligations that relate to this Summary of Benefits; or
- fewer than 10 Members are insured under a plan; or
- the premium is not paid in accordance with the provisions of this Summary of Benefits that specify whether the Participating Group, the Member, or both, pay the premiums; or
- the Participating Group does not promptly report to Unum the names of any Members who are added or deleted from the eligible group; or
- Unum determines that there is a significant change, in the size, occupation or age of the eligible group as a result of a corporate transaction such as a merger, divestiture, acquisition, sale, or reorganization of the Participating Group and/or its Members; or
- the Participating Group fails to pay any premium within the 31 day **grace period**.

If Unum cancels or modifies this Summary of Benefits or a plan, for reasons other than the Participating Group's failure to pay premium, a written notice will be delivered to the Policyholder at least 31 days prior to the cancellation date or modification date. The Policyholder will notify the Participating Group in writing in advance of the date of cancellation or modification. The Policyholder may cancel this Summary of Benefits or plan if the modifications are unacceptable.

If any portion of the premium is not paid during the grace period, Unum will either cancel or modify this Summary of Benefits or a plan automatically at the end of the grace period. The Participating Group is liable for premium for coverage during the grace period. All premium due for the full period each plan is in force must be paid to Unum.

The Policyholder or the Participating Group may cancel this Summary of Benefits or a plan by written notice delivered to Unum at least 31 days prior to the cancellation date. When the Policyholder and Unum agree or the Participating Group and Unum agree, this Summary of Benefits or a plan can be cancelled on an earlier date. If Unum, the Policyholder or the Participating Group cancels this Summary of Benefits or a plan, coverage will end at 12:00 midnight on the date of cancellation.

If this Summary of Benefits or a plan is cancelled, the cancellation will not affect a **payable claim** incurred during the term of this Summary of Benefits.

This Summary of Benefits will terminate and coverage will end at 12:00 midnight on the day that:

- the Policy issued to the Policyholder terminates;
- the Participating Group's participation in Policyholder is discontinued or terminated;
- the Participating Group's participation in the Policy is discontinued or terminated;
- or
- the Participating Group's eligibility to participate in the Policy ends.

### ***WHO CAN CANCEL OR MODIFY THE POLICY?***

The Policy can be cancelled:

- by Unum; or
- by the Policyholder.

Unum may cancel or modify the Policy if:

- the Policyholder fails to take reasonable steps to facilitate the Participating Groups' prompt provision to Unum of information that is reasonably required; or
- the Policyholder fails to perform any of its obligations that relate to the Policy; or
- the Policyholder does not promptly report to Unum the names of any Participating Groups who become or are removed as Participating Groups under the Policy; or
- the Policyholder fails to take reasonable steps to facilitate the Participating Groups' prompt provision to Unum of names of any Members who are added or deleted from the eligible group; or
- the Policyholder fails to take reasonable steps to facilitate the Participating Groups' payment of any premium within the 31 day grace period.

If Unum cancels or modifies the Policy, for reasons other than the Participating Group's failure to pay premium, a written notice will be delivered to the Policyholder at least 31 days prior to the cancellation date or modification date. The Policyholder will notify each Participating Group in writing in advance of the date of cancellation or modification. The Policyholder may cancel the Policy if the modifications are unacceptable.

If any portion of a Participating Group's premium is not paid during the grace period, the Summary of Benefits of that Participating Group will terminate automatically at the end of the grace period. Each Participating Group is liable for premium for coverage under its Summary of Benefits during the grace period. All premium due for the full period each Participating Group's Summary of Benefits is in force must be paid to Unum.

The Policyholder may cancel the Policy or a Participating Group's Summary of Benefits by providing Unum written notice at least 31 days prior to the cancellation date. When both the Policyholder and Unum agree, the Policy or a Participating Group's Summary of Benefits can be cancelled on an earlier date. In either event, the Policyholder will notify the Participating Group in writing in advance of the date of cancellation.

If Unum or the Policyholder cancels the Policy, coverage provided to the Participating Group will end at 12:00 midnight on the date of cancellation. If the Policy is cancelled, the cancellation will not affect a payable claim incurred during the term of the Policy.



## CERTIFICATE SECTION

First Unum Life Insurance Company  
99 Park Avenue  
6th Floor  
New York, New York 10016

### **Subject: Group Life and Accidental Death and Dismemberment Insurance**

First Unum Life Insurance Company (referred to as Unum) welcomes you as a client.

This is your certificate of coverage as long as you are eligible for coverage and you become insured. You will want to read it carefully and keep it in a safe place.

Unum has written your certificate of coverage in plain English. However, a few terms and provisions are written as required by insurance law. If you have any questions about any of the terms and provisions, please consult Unum's claims paying office. Unum will assist you in any way to help you understand your benefits.

If the terms and provisions of the certificate of coverage (issued to you) are different from the Summary of Benefits (issued to the Participating Group), the Summary of Benefits will govern. Nothing in the group Summary of Benefits will invalidate or impair the rights granted to you by this certificate or by law. The Summary of Benefits may be changed in whole or in part. Only an officer or registrar of Unum can approve a change. The approval must be in writing and endorsed on or attached to the Summary of Benefits. Any other person, including an agent, may not change the Summary of Benefits or waive any part of it.

The Summary of Benefits is delivered in and is governed by the laws of the governing jurisdiction and to the extent applicable by the Employee Retirement Income Security Act of 1974 (ERISA) and any amendments. When making a benefit determination under the Summary of Benefits, Unum has discretionary authority to determine your eligibility for benefits and to interpret the terms and provisions of the Summary of Benefits.

For purposes of effective dates and ending dates under the group Summary of Benefits, all days begin at 12:01 a.m. and end at 12:00 midnight at the Participating Group's address.

**IMPORTANT INFORMATION REGARDING  
THE ACCELERATED BENEFIT**

The insurance evidenced by this certificate provides life insurance, with the accelerated benefit option (An accelerated payment of your death benefit).

- Receipt of these accelerated benefits may affect eligibility for public assistance and may be taxable.

## GENERAL PROVISIONS

### ***WHAT IS THE CERTIFICATE OF COVERAGE?***

This certificate of coverage is a written statement prepared by Unum and may include attachments. It tells you:

- the coverage for which you may be entitled;
- to whom Unum will make a payment; and
- the limitations, exclusions and requirements that apply within a plan.

### ***WHEN ARE YOU ELIGIBLE FOR COVERAGE?***

If you are in an eligible group, the date you are eligible for coverage is the later of:

- the plan effective date; or
- the day after you complete your **waiting period**.

### ***WHEN DOES YOUR COVERAGE BEGIN?***

When the Participating Group pays 100% of the cost of your coverage under a plan, you will be covered at 12:01 a.m. on the later of:

- the date you are eligible for coverage; or
- the date Unum approves your evidence of insurability form, if **evidence of insurability** is required.

When you and the Participating Group share the cost of your coverage under a plan or when you pay 100% of the cost yourself, you will be covered at 12:01 a.m. on the latest of:

- the date you are eligible for coverage, if you apply for insurance on or before that date;
- the date you apply for insurance, if you apply within 31 days after your eligibility date; or
- the date Unum approves your evidence of insurability form, if evidence of insurability is required.

Evidence of insurability is required if you:

- are a late applicant, which means you apply for coverage more than 31 days after the date you are eligible for coverage; or
- voluntarily cancelled your coverage and are reapplying.

An evidence of insurability form can be obtained from the Participating Group.

### ***WHEN DOES YOUR COVERAGE END?***

Your coverage under the Summary of Benefits or a plan ends on the earliest of:

- the date the Summary of Benefits or a plan is cancelled;
- the date you no longer are in an eligible group;
- the date your eligible group is no longer covered; or
- the last day of the period for which you made any required contributions.

Unum will provide coverage for a payable claim which occurs while you are covered under the Summary of Benefits or plan.

***WHAT ARE THE TIME LIMITS FOR LEGAL PROCEEDINGS FOR ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE?***

You or your authorized representative can start legal action regarding a claim 60 days after proof of claim has been given and up to 3 years from the time proof of claim is required, unless otherwise provided under federal law.

***HOW CAN STATEMENTS MADE IN YOUR APPLICATION FOR THIS COVERAGE BE USED?***

Unum considers any statements you, the Participating Group or the Policyholder make in a signed application for coverage or an evidence of insurability form a representation and not a warranty. If any of the statements you, the Participating Group or the Policyholder make are not complete and/or not true at the time they are made, we can:

- reduce or deny any claim; or
- cancel your coverage from the original effective date.

We will use only statements made in an application signed by the Participating Group, a copy of which has been given to the Participating Group, or an application or evidence of insurability form signed by you, a copy of which has been given to you or your beneficiary, as a basis for doing this.

Unum can take action only in the first 2 years coverage is in force.

If an individual's age is misstated:

- the correct age will decide if and in what amounts insurance is valid under the Summary of Benefits; and
- a fair adjustment of the premium will be made.

***DOES THE SUMMARY OF BENEFITS REPLACE OR AFFECT ANY WORKERS' COMPENSATION OR STATE DISABILITY INSURANCE?***

The Summary of Benefits does not replace or affect the requirements for coverage by any workers' compensation or state disability insurance.

***DOES THE POLICYHOLDER OR THE PARTICIPATING GROUP ACT AS YOUR AGENT OR UNUM'S AGENT?***

For purposes of the Summary of Benefits, the Policyholder and the Participating Group act on their own behalf. Under no circumstances will they be deemed the agent of Unum.

## **LIFE INSURANCE**

### **BENEFIT INFORMATION**

#### ***WHEN WILL YOUR BENEFICIARY RECEIVE PAYMENT?***

Your beneficiary(ies) will receive payment when Unum approves your death claim.

#### ***WHAT DOCUMENTS ARE REQUIRED FOR PROOF OF DEATH?***

Unum will require a certified copy of the death certificate, enrollment documents and a Notice and Proof of Claim form.

#### ***HOW MUCH WILL UNUM PAY YOUR BENEFICIARY IF UNUM APPROVES YOUR DEATH CLAIM?***

Unum will determine the payment according to the amount of insurance shown in the LIFE INSURANCE "**BENEFITS AT A GLANCE**" page.

#### ***WHAT INSURANCE IS AVAILABLE WHEN COVERAGE ENDS? (Conversion Privilege)***

When life insurance coverage ends or reduces because:

- your active service on the Board of Directors of the Participating Group ends;
- you become ineligible;
- you retire;
- you reach a specified age;
- the Participating Group terminates insurance for your insurance class; or
- the Participating Group's life insurance plan is terminated

you can convert your coverage to an individual life policy, without evidence of insurability. The maximum amount that you can convert is the Amounts of Life Insurance you are insured for under the plan. Those amounts will be reduced by any amount for which you become eligible under any group policy issued or reinstated by the same or another insurer within 45 days after that termination.

You must apply for individual life insurance under this life conversion privilege and pay the first premium within 31 days after the date:

- your coverage terminates; or
- you no longer are eligible to participate in the coverage of the plan.

However, the time allowed for you to exercise the life conversion privilege and pay the first premium may be extended. (See Participating Group Notice).

Converted insurance may be of any type of the level premium whole life plans then in use by Unum. You may elect one year of Preliminary Term insurance under the level premium whole life policy. The individual policy will not contain disability or other extra benefits.

## ***PREMIUMS***

Premiums for the converted insurance will be based on:

- your then attained age on the effective date of the individual life policy;
- the type and amount of insurance to be converted;
- Unum's customary rates in use at that time; and
- the class of risk to which you belong.

If the premium payment has been made, the individual life policy will be effective at the end of the conversion application period.

## ***DEATH DURING THE CONVERSION APPLICATION PERIOD***

If you die during the conversion application period, Unum will pay the beneficiary(ies) the amount of insurance that could have been converted. This coverage is available whether or not you have applied for an individual life policy under the conversion privilege.

## ***PARTICIPATING GROUP NOTICE***

The Participating Group must notify you of your conversion privilege 15 days before or after the date your life insurance terminates.

If the Participating Group does not notify you within those 15 days, but does notify you within 90 days from the date your life insurance terminates, the time allowed for you to exercise your life conversion privilege will be extended 45 days from the date you are notified.

If the Participating Group does not notify you within those 90 days, the time allowed for you to exercise your life conversion privilege will expire at the end of those 90 days.

## ***APPLYING FOR CONVERSION***

Ask the Participating Group for a conversion application form which includes cost information.

When you complete the application, send it with the first premium amount to:

First Unum Life Insurance Company  
Conversion Unit  
2211 Congress Street  
Portland, Maine 04122-1350  
1-800-343-5406

**WILL UNUM ACCELERATE YOUR DEATH BENEFIT FOR THE PLAN IF YOU BECOME TERMINALLY ILL? (Accelerated Benefit)**

If you become terminally ill while you are insured by the plan, Unum will pay you a portion of your life insurance benefit one time. The payment will be based on 50% of your life insurance amount after subtracting any reduction that would occur within 12 months of the date the accelerated benefit is requested.

The one-time benefit paid will not be greater than \$750,000.

However, the minimum amount will be either:

- 25% of your amount of insurance; or
- \$50,000 not to exceed 50% of your amount of insurance.

whichever is less.

Your right to exercise this option and to receive payment is subject to the following:

- you request this election, in writing, on a form acceptable to Unum;
- you must be terminally ill at the time of payment of the Accelerated Benefit;
- your physician must certify, in writing, that you are terminally ill and your life expectancy has been reduced to 12 months or less; and
- the physician's certification must be deemed satisfactory to Unum.

The Accelerated Benefit is available on a voluntary basis. Therefore, you are not eligible for benefits if:

- you are required by law to use this benefit to meet the claims of creditors, whether in bankruptcy or otherwise; or
- you are required by a government agency to use this benefit in order to apply for, get, or otherwise keep a government benefit or entitlement.

Premium payments must continue to be paid on the full amount of life insurance.

If you have assigned your rights under the plan to an assignee or made an irrevocable beneficiary designation, Unum must receive consent, in writing, that the assignee or irrevocable beneficiary has agreed to the Accelerated Benefit payment on your behalf in a form acceptable to Unum before benefits are payable.

An election to receive an Accelerated Benefit will have the following effect on other benefits:

- the death benefit payable will be reduced by any amount of Accelerated Benefit that has been paid; and
- any amount of life insurance that may be available under the conversion privilege will be reduced by the amount of the Accelerated Benefit paid. The remaining life insurance amount will be paid according to the terms of the Summary of Benefits subject to any reduction and termination provisions. Conversion to an individual contract will still be available for qualified reductions and terminations under the usual terms of the contract. However, the life amount for conversion will be calculated after the subtraction of the accelerated benefit proceeds from both

before and after any changes in the amount of insurance as a result of reductions and terminations.

Benefits paid may be taxable. Unum is not responsible for any tax or other effects of any benefit paid. As with all tax matters, you should consult your personal tax advisor to assess the impact of this benefit.

Also, receipt of these accelerated benefits may affect eligibility for public assistance.



## **LIFE INSURANCE**

### **OTHER BENEFIT FEATURES**

#### ***WHAT COVERAGE IS AVAILABLE IF YOU ARE NO LONGER A MEMBER OF THE BOARD OF DIRECTORS OF THE PARTICIPATING GROUP? (PORTABILITY)***

Once you are no longer a member of the Board of Directors of the Participating Group, you may elect portable coverage for yourself.

#### ***PORTABLE INSURANCE COVERAGE AND AMOUNTS AVAILABLE***

The portable insurance coverage will be the current coverage and amounts that you are insured for under the Participating Group's group plan.

However, the amount of portable coverage for you will not be more than:

- the highest amount of life insurance available for Members under the plan; or
- \$750,000 from all Unum group life and accidental death and dismemberment plans combined,

whichever is less.

The amount of ported life insurance must be equal to or greater than the amount of ported accidental death and dismemberment insurance.

The minimum amount of coverage that can be ported is \$5,000. If the current amounts under the plan are less than \$5,000, you may port the lesser amounts.

Your amount of life insurance will reduce or cease at any time it would reduce or cease for your eligible group if you had continued as a member of the Board of Directors of the Participating Group.

Your portable insurance coverage will be provided through a separate Group Portability Policy issued to the Trustees of the Select Group Insurance Trust. The Group Portability Policy Number is 507872.

#### ***APPLYING FOR PORTABLE COVERAGE***

You must apply for portable coverage for yourself and pay the first premium within 31 days after the date you are no longer a member of the Board of Directors of the Participating Group.

You are not eligible to apply for portable coverage for yourself if you failed to pay the required premium under the terms of this plan.

#### ***APPLYING FOR INCREASES OR DECREASES IN PORTABLE COVERAGE***

You may increase or decrease the amount of life insurance coverage. The minimum and maximum benefit amounts are shown above. However, the amount of life insurance coverage cannot be decreased below \$5,000. All increases are subject to evidence of insurability. Portable coverage will reduce at the ages and amounts shown in the LIFE INSURANCE "**BENEFITS AT A GLANCE**" page.

## **WHEN PORTABLE COVERAGE ENDS**

Portable coverage for you will end for the following reasons:

- the date you fail to pay any required premium; or
- the date you reach age 75.

If portable coverage ends due to failure to pay required premium, portable coverage cannot be reinstated.

## **PREMIUM RATE CHANGES FOR PORTABLE COVERAGE**

Unum may change premium rates for portable coverage at any time for reasons which affect the risk assumed, including those reasons shown below:

- changes occur in the coverage levels;
- changes occur in the overall use of benefits by all insureds;
- changes occur in other risk factors; or
- a new law or a change in any existing law is enacted which applies to portable coverage.

The change in premium rates will be made on a class basis according to Unum's underwriting risk studies. Unum will notify the insured in writing at least 31 days before a premium rate is changed.

## **PARTICIPATING GROUP NOTICE**

The Participating Group must notify you of your opportunity to port coverage 15 days before or after the date your life insurance terminates.

If the Participating Group does not notify you within those 15 days, but does notify you within 90 days from the date your life insurance terminates, the time allowed for you to port coverage will be extended 45 days from the date you are notified.

If the Participating Group does not notify you within those 90 days, the time allowed for you to port coverage will expire at the end of those 90 days.

## **APPLYING FOR CONVERSION, IF PORTABLE COVERAGE ENDS OR IS NOT AVAILABLE**

If you are not eligible to apply for portable coverage or portable coverage ends, then you may qualify for conversion coverage. Refer to Conversion Privilege under this plan.

Also, you may convert your ported coverage to an individual life policy at any time.

Ask the Participating Group for a conversion application form which includes cost information.

When you complete the application, send it with the first premium amount to:

First Unum Life Insurance Company  
Conversion Unit  
2211 Congress Street

Portland, Maine 04122-1350  
1-800-343-5406

# ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE

## BENEFIT INFORMATION

### ***WHEN WILL YOUR BENEFICIARY RECEIVE PAYMENT IN THE EVENT OF YOUR DEATH IF YOUR DEATH IS THE DIRECT RESULT OF AN ACCIDENT?***

Your beneficiary(ies) will receive payment when Unum approves your death claim providing you meet certain conditions.

### ***WHAT DOCUMENTS ARE REQUIRED FOR PROOF OF ACCIDENTAL DEATH?***

Unum will require a certified copy of the death certificate, enrollment documents and a Notice and Proof of Claim form.

### ***WHEN WILL YOU RECEIVE PAYMENT IN THE EVENT OF CERTAIN OTHER COVERED LOSSES IF THE LOSS IS THE DIRECT RESULT OF AN ACCIDENT?***

You will receive payment when Unum approves the claim.

### ***HOW MUCH WILL UNUM PAY YOUR BENEFICIARY IN THE EVENT OF YOUR ACCIDENTAL DEATH OR YOU FOR CERTAIN OTHER COVERED LOSSES?***

If Unum approves the claim, Unum will determine the payment according to the Covered Losses and Benefits List below. The benefit Unum will pay is listed opposite the corresponding covered loss.

The benefit will be paid only if an **accidental bodily injury** results in one or more of the covered losses listed below within 365 days from the date of the accident.

Also, the accident must occur while you are insured under the plan.

#### **Covered Losses**

#### **Benefit Amounts**

Life

The Full Amount

Both Hands or Both Feet or Sight of Both Eyes

The Full Amount

One Hand and One Foot

The Full Amount

One Hand and Sight of One Eye

The Full Amount

One Foot and Sight of One Eye

The Full Amount

Speech and Hearing

The Full Amount

One Hand or One Foot

One Half The Full Amount

Sight of One Eye

One Half The Full Amount



- the Private Passenger Car is equipped with an air bag for the seat in which you are seated; and
- the seatbelt(s) must be in actual use and properly fastened at the time of the covered accident.

No benefit will be paid if Unum is able to verify that the airbag(s) had been disengaged prior to the accident.

The accident causing your death must occur while you are insured under the plan.

The maximum benefit amount is shown in the ACCIDENTAL DEATH AND DISMEMBERMENT "**BENEFITS AT A GLANCE**" page.

### ***WHAT ACCIDENTAL LOSSES ARE NOT COVERED UNDER YOUR PLAN?***

Your plan does not cover any accidental losses caused by, contributed to by, or resulting from:

- suicide and intentionally self-inflicted injury.
- active participation in a riot.
- participation in a felony.
- drug addiction.
- disease of the body or diagnostic, medical or surgical treatment or mental disorder as set forth in the latest edition of the Diagnostic and Statistical Manual of Mental Disorders.
- war, declared or undeclared, or any act of war.

## **ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE**

### **OTHER BENEFIT FEATURES**

#### ***WHAT COVERAGE IS AVAILABLE IF YOU ARE NO LONGER A MEMBER OF THE BOARD OF DIRECTORS OF THE PARTICIPATING GROUP? (PORTABILITY)***

Once you are no longer a member of the Board of Directors of the Participating Group, you may elect portable coverage for yourself.

#### ***PORTABLE INSURANCE COVERAGE AND AMOUNTS AVAILABLE***

The portable insurance coverage will be the current coverage and amounts that you are insured for under the Participating Group's group plan.

However, the amount of portable coverage for you will not be more than:

- the highest amount of accidental death and dismemberment insurance available for Members under the plan; or
- \$750,000 from all Unum group life and accidental death and dismemberment plans combined,

whichever is less.

The amount of ported life insurance must be equal to or greater than the amount of ported accidental death and dismemberment insurance.

The minimum amount of coverage that can be ported is \$5,000. If the current amounts under the plan are less than \$5,000, you may port the lesser amounts.

Your amount of AD&D insurance will reduce or cease at any time it would reduce or cease for your eligible group if you had continued as a member of the Board of Directors of the Participating Group.

#### ***APPLYING FOR PORTABLE COVERAGE***

You must apply for portable coverage for yourself and pay the first premium within 31 days after the date you are no longer a member of the Board of Directors of the Participating Group.

You are not eligible to apply for portable coverage for yourself if you failed to pay the required premium under the terms of this plan.

#### ***APPLYING FOR INCREASES OR DECREASES IN PORTABLE COVERAGE***

You may increase or decrease the amount of AD&D insurance coverage. The minimum and maximum benefit amounts are shown above. However, the amount of accidental death and dismemberment insurance coverage cannot be decreased below \$5,000. Portable coverage will reduce at the ages and amounts shown in the ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE "**BENEFITS AT A GLANCE**" page.

## **WHEN PORTABLE COVERAGE ENDS**

Portable coverage for you will end for the following reasons:

- the date you fail to pay any required premium; or
- the date you reach age 75.

If portable coverage ends due to failure to pay required premium, portable coverage cannot be reinstated.

## **PREMIUM RATE CHANGES FOR PORTABLE COVERAGE**

Unum may change premium rates for portable coverage at any time for reasons which affect the risk assumed, including those reasons shown below:

- changes occur in the coverage levels;
- changes occur in the overall use of benefits by all insureds;
- changes occur in other risk factors; or
- a new law or a change in any existing law is enacted which applies to portable coverage.

The change in premium rates will be made on a class basis according to Unum's underwriting risk studies. Unum will notify the insured in writing at least 31 days before a premium rate is changed.

## **PARTICIPATING GROUP NOTICE**

The Participating Group must notify you of your opportunity to port coverage 15 days before or after the date your accidental death and dismemberment insurance terminates.

If the Participating Group does not notify you within those 15 days, but does notify you within 90 days from the date that your accidental death and dismemberment insurance terminates, the time allowed for you to port coverage will be extended 45 days from the date that you are notified.

If the Participating Group does not notify you within those 90 days, the time allowed for you to port coverage will expire at the end of those 90 days.



## GLOSSARY

**ACCIDENTAL BODILY INJURY** means bodily harm caused by accident and not contributed to by any other cause.

**ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE BENEFIT** means the total benefit amount for which a Member is insured under this plan subject to the maximum benefit.

**EVIDENCE OF INSURABILITY** means a statement of your medical history which Unum will use to determine if you are approved for coverage. Evidence of insurability will be at Unum's expense.

**GRACE PERIOD** means the period of time following the premium due date during which premium payment may be made. Coverage for an insured will remain in effect during this time period.

**HOSPITAL OR INSTITUTION** means an accredited facility licensed to provide care and treatment for the condition causing your disability.

**INSURED** means any person covered under a plan.

**LIFE INSURANCE BENEFIT** means the total benefit amount for which a Member is insured under this plan subject to the maximum benefit.

**LOSS OF A FOOT** means that all of the foot is cut off at or above the ankle joint.

**LOSS OF A HAND** means that all four fingers are cut off at or above the knuckles joining each to the hand.

**LOSS OF HEARING** means the total and irrecoverable loss of hearing in both ears.

**LOSS OF SIGHT** means the eye is totally blind and that no sight can be restored in that eye.

**LOSS OF SPEECH** means the total and irrecoverable loss of speech.

**LOSS OF THUMB AND INDEX FINGER** means that all of the thumb and index finger are cut off at or above the joint closest to the wrist.

**MEMBER** means a person who is an active Board Director of the Participating Group.

**PARTICIPATING GROUP** means the New York State United Teachers or a local union association, school district, employer or benefit fund participating in the Policyholder, which has signed an Application for Participation in NYSUT Member Benefits Group Term Life insurance program to elect coverage under the Policy issued to Policyholder (provided that the participation application has been signed and accepted by both the Policyholder and Unum). It is named on the first page of a Summary of Benefits issued by Unum and in all amendments thereto.

**PAYABLE CLAIM** means a claim for which Unum is liable under the terms of the Summary of Benefits.

**PHYSICIAN** means:

- a person performing tasks that are within the limits of his or her medical license; and
- a person who is licensed to practice medicine and prescribe and administer drugs or to perform surgery; or
- a person with a doctoral degree in Psychology (Ph.D. or Psy.D.) whose primary practice is treating patients; or
- a person who is a legally qualified medical practitioner according to the laws and regulations of the governing jurisdiction.

Unum will not recognize you, or your spouse, children, parents or siblings as a physician for a claim that you send to us.

**PLAN** means a line of coverage under the Summary of Benefits.

**POLICY** means the group Policy issued to the Policyholder under which your Participating Group participates.

**POLICYHOLDER** means New York State United Teachers Member Benefits, named on the first page of the Policy, the first page of each Participating Group's Summary of Benefits and in all amendments.

**PRIVATE PASSENGER CAR** means a validly registered four-wheel private passenger car (including Employer-owned cars), station wagons, jeeps, pick-up trucks, and vans that are used only as private passenger cars.

**RETAINED ASSET ACCOUNT:**

- **for Life Insurance**, is an interest bearing account established through an intermediary bank in the name of your beneficiary, as owner.
- **for Accidental Death and Dismemberment Insurance**, is an interest bearing account established through an intermediary bank in the name of you or your beneficiary, as owner.

**WE, US** and **OUR** means First Unum Life Insurance Company.

**YOU** means a Member who is eligible for Unum coverage.

## **Additional Claim and Appeal Information**

### **APPLICABILITY OF ERISA**

If this policy provides benefits under a Plan which is subject to the Employee Retirement Income Security Act of 1974 (ERISA), the following provisions apply. Whether a Plan is governed by ERISA is determined by a court, however, your Employer may have information related to ERISA applicability. If ERISA applies, the following items constitute the Plan: the additional information contained in this document, the policy, including your certificate of coverage, and any additional summary plan description information provided by the Plan Administrator. Benefit determinations are controlled exclusively by the policy, your certificate of coverage, and the information in this document.

### **HOW TO FILE A CLAIM**

If you wish to file a claim for benefits, you should follow the claim procedures described in your insurance certificate. To complete your claim filing, Unum must receive the claim information it requests from you (or your authorized representative), your attending physician and the Participating Group. If you or your authorized representative has any questions about what to do, you or your authorized representative should contact Unum directly.

### **CLAIMS PROCEDURES**

In the event that your claim is denied, either in full or in part, Unum will notify you in writing within 90 days after your claim was filed. Under special circumstances, Unum is allowed an additional period of not more than 90 days (180 days in total) within which to notify you of its decision. If such an extension is required, you will receive a written notice from Unum indicating the reason for the delay and the date you may expect a final decision. Unum's notice of denial shall include:

- the specific reason or reasons for denial with reference to those Plan provisions on which the denial is based;
- a description of any additional material or information necessary to complete the claim and why that material or information is necessary; and
- a description of the Plan's procedures and applicable time limits for appealing the determination, including a statement of your right to bring a lawsuit under Section 502(a) of ERISA following an adverse determination from Unum on appeal.

Notice of the determination may be provided in written or electronic form. Electronic notices will be provided in a form that complies with any applicable legal requirements.

### **APPEAL PROCEDURES**

If you or your authorized representative appeal a denied claim, it must be submitted within 90 days after you receive Unum's notice of denial. You have the right to:

- submit a request for review, in writing, to Unum;
- upon request and free of charge, reasonable access to and copies of, all relevant documents as defined by applicable U.S. Department of Labor regulations; and

- submit written comments, documents, records and other information relating to the claim to Unum.

Unum will make a full and fair review of the claim and all new information submitted whether or not presented or available at the initial determination, and may require additional documents as it deems necessary or desirable in making such a review. A final decision on the review shall be made not later than 60 days following receipt of the written request for review. If special circumstances require an extension of time for processing, you will be notified of the reasons for the extension and the date by which the Plan expects to make a decision. If an extension is required due to your failure to submit the information necessary to decide the claim, the notice of extension will specifically describe the necessary information and the date by which you need to provide it to us. The 60-day extension of the appeal review period will begin after you have provided that information.

The final decision on review shall be furnished in writing and shall include the reasons for the decision with reference, again, to those Summary of Benefits provisions upon which the final decision is based. It will also include a statement describing your right to access to documents and describing your right to bring a lawsuit under Section 502(a) of ERISA if you disagree with the determination.

Notice of the determination may be provided in written or electronic form. Electronic notices will be provided in a form that complies with any applicable legal requirements.

Unless there are special circumstances, this administrative appeal process must be completed before you begin any legal action regarding your claim.

## **OTHER RIGHTS**

Unum, for itself and as claims fiduciary for the Plan, is entitled to legal and equitable relief to enforce its right to recover any benefit overpayments caused by your receipt of deductible sources of income from a third party. This right of recovery is enforceable even if the amount you receive from the third party is less than the actual loss suffered by you but will not exceed the benefits paid you under the Summary of Benefits. Unum and the Plan have an equitable lien over such sources of income until any benefit overpayments have been recovered in full.

## **DISCRETIONARY ACTS**

The Plan, acting through the Plan Administrator, delegates to Unum and its affiliate Unum Group discretionary authority to make benefit determinations under the Plan. Unum and Unum Group may act directly or through their employees and agents or further delegate their authority through contracts, letters or other documentation or procedures to other affiliates, persons or entities. Benefit determinations include determining eligibility for benefits and the amount of any benefits, resolving factual disputes, and interpreting and enforcing the provisions of the Plan. All benefit determinations must be reasonable and based on the terms of the Plan and the facts and circumstances of each claim.

Once you are deemed to have exhausted your appeal rights under the Plan, you have the right to seek court review under Section 502(a) of ERISA of any benefit determinations with which you disagree. The court will determine the standard of review it will apply in evaluating those decisions.

## Unum's Commitment to Privacy

Unum understands your privacy is important. We value our relationship with you and are committed to protecting the confidentiality of nonpublic personal information (NPI). This notice explains why we collect NPI, what we do with NPI and how we protect your privacy.

### Collecting Information

We collect NPI about our customers to provide them with insurance products and services. This may include telephone number, address, date of birth, occupation, income and health history. We may receive NPI from your applications and forms, medical providers, other insurers, employers, insurance support organizations, and service providers.

### Sharing Information

We share the types of NPI described above primarily with people who perform insurance, business, and professional services for us, such as helping us pay claims and detect fraud. We may share NPI with medical providers for insurance and treatment purposes. We may share NPI with an insurance support organization. The organization may retain the NPI and disclose it to others for whom it performs services. In certain cases, we may share NPI with group policyholders for reporting and auditing purposes. We may share NPI with parties to a proposed or final sale of insurance business or for study purposes. We may also share NPI when otherwise required or permitted by law, such as sharing with governmental or other legal authorities. *When legally necessary, we ask your permission before sharing NPI about you.* Our practices apply to our former, current and future customers.

*Please be assured we do not share your health NPI to market any product or service.* We also do not share any NPI to market non-financial products and services. For example, we do not sell your name to catalog companies.

The law allows us to share NPI as described above (except health information) with affiliates to market financial products and services. The law does not allow you to restrict these disclosures. We may also share with companies that help us market our insurance products and services, such as vendors that provide mailing services to us. We may share with other financial institutions to jointly market financial products and services. *When required by law, we ask your permission before we share NPI for marketing purposes.*

When other companies help us conduct business, we expect them to follow applicable privacy laws. We do not authorize them to use or share NPI except when necessary to conduct the work they are performing for us or to meet regulatory or other governmental requirements.

Unum companies, including insurers and insurance service providers, may share NPI about you with each other. The NPI might not be directly related to our transaction or experience with you. It may include financial or other personal information such as employment history. Consistent with the Fair Credit Reporting Act, we ask your permission before sharing NPI that is not directly related to our transaction or experience with you.

## **Safeguarding Information**

We have physical, electronic and procedural safeguards that protect the confidentiality and security of NPI. We give access only to employees who need to know the NPI to provide insurance products or services to you.

## **Access to Information**

You may request access to certain NPI we collect to provide you with insurance products and services. You must make your request in writing and send it to the address below. The letter should include your full name, address, telephone number and policy number if we have issued a policy. If you request, we will send copies of the NPI to you. If the NPI includes health information, we may provide the health information to you through a health care provider you designate. We will also send you information related to disclosures. We may charge a reasonable fee to cover our copying costs.

This section applies to NPI we collect to provide you with coverage. It does not apply to NPI we collect in anticipation of a claim or civil or criminal proceeding.

## **Correction of Information**

If you believe NPI we have about you is incorrect, please write to us. Your letter should include your full name, address, telephone number and policy number if we have issued a policy. Your letter should also explain why you believe the NPI is inaccurate. If we agree with you, we will correct the NPI and notify you of the correction. We will also notify any person who may have received the incorrect NPI from us in the past two years if you ask us to contact that person.

If we disagree with you, we will tell you we are not going to make the correction. We will give you the reason(s) for our refusal. We will also tell you that you may submit a statement to us. Your statement should include the NPI you believe is correct. It should also include the reason(s) why you disagree with our decision not to correct the NPI in our files. We will file your statement with the disputed NPI. We will include your statement any time we disclose the disputed NPI. We will also give the statement to any person designated by you if we may have disclosed the disputed NPI to that person in the past two years.

## **Coverage Decisions**

If we decide not to issue coverage to you, we will provide you with the specific reason(s) for our decision. We will also tell you how to access and correct certain NPI.

## **Contacting Us**

For additional information about Unum's commitment to privacy, please visit [www.unum.com/privacy](http://www.unum.com/privacy) or [www.coloniallife.com](http://www.coloniallife.com) or write to: Privacy Officer, Unum, 2211 Congress Street, C467, Portland, Maine 04122. We reserve the right to modify this notice. We will provide you with a new notice if we make material changes to our privacy practices.

Unum is providing this notice to you on behalf of the following insuring companies: Unum Life Insurance Company of America, First Unum Life Insurance Company, Provident Life and Accident Insurance

Company, Provident Life and Casualty Insurance Company, Colonial Life & Accident Insurance Company, The Paul Revere Life Insurance Company and The Paul Revere Variable Annuity Insurance Company.

Unum is a registered trademark and marketing brand of Unum Group and its insuring subsidiaries.

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