



# Fact Sheet Insurance Requirements for Goods & Services

University of California, Santa Barbara

When the University purchases good and services, it must obtain proof of insurance from its vendors. The limits of insurance that are required correspond to the risk exposure that is created by the business the University does with the vendor. This chart shows the insurance requirements, including coverage limits, that vendors must meet based on the types of goods and services that they provide. This Fact Sheet is designed to give a quick overview of the University's insurance requirements when it obtains goods and services from outside vendors; for specific coverage requirements consult with the campus risk management office (tel: (805) 893-2860; email: lee.mudrick@ehs.ucsb.edu) or view the UC's BUS-63 Vendor Insurance Matrix at <http://www.ucop.edu/ucophome/policies/bfb/bus63.html>.

| <b>LOW RISK EXPOSURE</b><br>Goods & Services  | <b>MODERATE RISK EXPOSURE</b><br>Goods & Services  | <b>HIGH RISK EXPOSURE*</b><br>Goods & Services  |
|---|--|---|
| General Liability Insurance<br>• Per Occ. \$0<br>• Prods. & Com. Ops. \$0<br>• Pers. & Adv. Inj. \$0<br>• Gen. Agg. \$0<br><br>Auto Liability Insurance varies<br>Workers' Comp. statutory reqts.   | General Liability Insurance<br>• Per Occ. \$1,000,000<br>• Prods. & Com. Ops. \$2,000,000<br>• Pers. & Adv. Inj. \$1,000,000<br>• Gen. Agg. \$2,000,000<br><br>Auto Liability Insurance \$1,000,000<br>Workers' Comp. statutory reqts.<br>The Regents named additional insured<br>Written Notice of Cancellation   | General Liability Insurance<br>• Per Occ. varies<br>• Prods. & Com. Ops. varies<br>• Pers. & Adv. Inj. varies<br>• Gen. Agg. varies<br><br>Auto Liability Insurance varies<br>Workers' Comp. statutory reqts.<br>The Regents named additional insured<br>Written Notice of Cancellation   |
| Clothing repair<br>Data entry<br>Editing<br>Interpreters<br>Note taking<br>Transcription<br>Translation<br><br><b><u>SPEAKING ENGAGEMENTS</u></b><br><br>Speaking engagements by coaches and trainers (non-athletic), lecturers, facilitators, speakers, group leaders, team building trainers/facilitators, instructors that take place in a classroom or lecture hall setting MAY be exempt from UC insurance requirements. The following criteria must be met at a minimum:<br><br><ul style="list-style-type: none"> <li>• Primary activity speaking/listening.</li> <li>• No professional training in the use of lifesaving or technical equipment.</li> <li>• No physical activities or lab activities.</li> <li>• No field trips or driving.</li> <li>• On UC owned, leased or rented property.</li> <li>• UC owned &amp; controlled equipment.</li> <li>• No controversial social or political issues.</li> </ul>   | Air conditioning<br>Appliances/repair<br>Art<br>Athletic equip.<br>Audio equip.<br>Automobiles<br>Bedding/soft goods<br>Beverage equip.<br>Boats/boat maint.<br>Building equip.<br>Building supplies<br>Catering<br>Cell phones<br>Computer/Info sys.<br>Computer repair<br>Compressors<br>Copiers<br>Delivery servs.<br>Electrical<br>Electronic<br>Equip. rental<br>Exhibitions<br>Filming<br>Fire equip.<br>Fire suppl.<br>Floor coverings<br>Food equip.<br>Food servs.<br>Furniture<br><br>Furniture repair<br>Gardening<br>Janitorial suppl.<br>Janitorial servs.<br>Laundry<br>Moving servs.<br>Nonhazard.mat'ls.<br>Pavement striping<br>Personnel servs.<br>Plumbing equip.<br>Plumbing suppl.<br>Program mngmt.<br>Project mngmt.<br>Pumps<br>Refrigeration<br>Safety equip./suppl.<br>Sec. servs-unarmed<br>Waste recycling<br>Telcom equip.<br>Telcom servs.<br>Towing<br>Trailers<br>Tree trimming<br>Valves & fittings<br>Vending machines<br>Vehicles/repair<br>Water serv.<br>Water treatment<br>Window cleaning | Air Charters<br>Airport/aviation<br>Alcohol<br>Ambulance servs.<br>Bleachers/seating<br>Boat charters<br>Bus charters<br>Chemicals<br>Child care<br>Construction<br>Crane rental/servs.<br>Drugs<br>Elevator maint.<br><br>Fuel/lubricants<br>Gases<br>Harbor/marine<br>Haz. mat'ls/waste<br>Health care servs.<br>Lab equip.<br>Lab suppl.<br>Medical equip.<br>Medical suppl.<br>Office trailers<br>Pest control<br>Professional servs.*<br>Services to minors<br><br><b><u>PROFESSIONAL SERVICES*</u></b><br><br>Professional services create a completely different category of high-risk exposures. The University requires businesses that provide professional services to carry professional liability insurance. Professional liability insurance is required to cover the exposure to the possibility of bodily injury and property damage that arise when a provider of professional services is negligent in the performance of their professional duties. Professional liability insurance can also include coverage for exposures such as infringement of intellectual property rights, slander, libel, release of confidential personal or financial information, invasion of privacy, etc. See BUS-63 Vendor Insurance Matrix or contact UCSB Risk Management about required limits of professional liability insurance for specific professions. |
| <b><u>RISK EXPOSURE</u></b><br>Insurance limits are based on UC's exposure to risk when it obtains goods and services from outside vendors. Insurance protects the University by reducing its exposure to the liability of vendors. Risk exposure is dependent upon the specific goods and services, not their cost. Exposure to risk arises from the possibility of loss and the probable severity of injuries or property damage if a loss occurs. Risk exposure assessment is based on experience, case law, common sense, and intuition.<br><br><b><u>RISK EXPOSURE FACTORS</u></b><br>High: Moderate chance of loss; severe injuries and property damage could occur. Contact w/non-UC persons. Activities in public realm. Services to minors.<br>Moderate: Low to moderate chance of loss; moderate injuries or property damage could occur. Contact with non-UC persons. Activities in public realm.<br>Low: <ul style="list-style-type: none"> <li>• The likelihood of an accident is negligible</li> <li>• The likelihood of injury or damage is negligible if an accident occurs.</li> <li>• The likelihood that an accident will result in a lawsuit is negligible.</li> <li>• No work performed more than 6'-0" off the ground.</li> <li>• No construction work, no electrical or plumbing work.</li> <li>• In general, does not occur in "public realm".</li> <li>• Products are standard, "off the shelf" products.</li> </ul> |  | Advertising<br>Analytical chemists<br>Architects<br>Appraisers<br>Athletic trainers<br>Attorneys<br>Auditors<br>Counselors<br>Credit card servs.<br>Dentists<br>Doctors<br>Engineering<br>Medical servs.<br><br>Notaries<br>Nurses<br>Pharmacists<br>Photography<br>Printing/Publishing<br>Psychiatrists<br>Psychologists<br>Pyrotechnics<br>Software design<br>Software developmt.<br>Software program'g<br>Testing labs<br>Web design   |

Asterisk(\*): When obtaining these types of services it is always a good idea to check with the campus risk management office about appropriate insurance coverage.