

## Request for a Certificate of Insurance

Suppliers who provide goods or services to the University must maintain the following minimum insurance limits. Depending on the activity involved in the contract, additional coverage may be necessary. **The Regents of the University of California** must be named as the **Certificate Holder** and **Additional Insured** on the Certificate of Insurance.

### Commercial General Liability:

- \$1,000,000 Each Occurrence
- \$2,000,000 Products/Completed Operations Aggregate
- \$1,000,000 Personal and Advertising Injury
- \$2,000,000 General Aggregate

### Business Automobile Liability

- \$1,000,000 per Occurrence
- Only required when supplier's vehicles will be used for purposes *other than* commute purposes.

### Workers' Compensation:

- As required by applicable state law and \$1,000,000 Employer's Liability
- Sole proprietors are not required to have Workers' Compensation coverage.

### Professional Liability Insurance:

- \$2,000,000 per Occurrence
- Required when incorrect professional advice or service-related mistakes could lead to financial loss.

### Cyber Liability (if Appendix - Data Security (DS) applies):

Minimum limits are based on the data Protection Level Classification as set by the University.

- P1 - \$500,000 occurrence / \$500,000 aggregate
- P2 - \$1,000,000 occurrence / \$1,000,000 aggregate
- P3 and P4 less than 70,000 records - \$5,000,000 occurrence / \$5,000,000 aggregate
- P3 and P4 greater than 70,000 records - \$10,000,000 occurrence / \$10,000,000 aggregate

All Certificates of Insurance must have the following in the description section **"The Regents of the University of California, its officers, agents and employees are specifically named and designated as additional insureds where required by written contract."**

We will also expect to be notified by the agent if a mandatory insurance policy is canceled for any reason.