

**I. Statement**

Florida Institute of Technology Inc. (also referred to as “Florida Tech”) and Greek Life organizations such as fraternities and sororities (“organizations”) are exposed to unique risks, including financial loss stemming from negligent and wrongful acts and omissions of such organizations and their members.

Insurance requirements are hereby enacted in order to protect the local chapters, their undergraduates and local alumni, the international and national organization, and the university, which all can be named in lawsuits stemming from activities on the Florida Institute of Technology Inc. campus.

**II. Principles**

All organizations recognized by Florida Institute of Technology Inc. and its Office of Greek Life and Division of Student Life must provide evidence of Comprehensive General Liability Insurance annually (“General Liability”).

Organizations with university ground leases must also provide proof of property insurance. All fraternity and sorority chapter members and their alumni are encouraged to review their policies on a regular basis in order to determine whether additional coverage is advisable. Failure to comply with these insurance requirements will compromise the protection of your organization, its members and the university’s mission. The requirements of insurance do not constitute an acceptance of any responsibility for or duty to regulate specific conduct or activities of the organization or its members by the university. All organizations and members are responsible for their own actions and activities. The insurance must meet the minimum requirements as outlined below.

**A. General Liability Insurance Requirements**

1. At all times, recognized Greek organizations should have in place general liability insurance including host liquor liability coverage with such companies and limits as may be reasonably satisfactory to the university as follows:
  - Florida Institute of Technology Inc. requires that a current certificate of insurance showing evidence of current general liability insurance be provided to the Office of Compliance and Risk Management and the Office of Greek Life annually and within seven (7) days of policy expiration date;
  - The insurance must contain a provision that a thirty (30) day prior written notice of cancellation shall be sent to the university (or else obtain in writing from the broker/insured that they will notify Florida Institute of Technology Inc. within (7) days after any notice from the insurer);
  - This insurance shall be written by a company licensed to do business in Florida.
  - Current general liability minimum insurance limit requirements are as follows:  
*Commercial General Liability (“CGL”)—Occurrence Form*  
*Each Occurrence—Premises/Operations \$1,000,000*  
*Personal & Advertising Injury \$1,000,000*  
*Product—Completed Operations \$1,000,000*  
*General Aggregate \$2,000,000*  
*Fire Damage Liability \$100,000*  
  
*\*These coverages and limits are to be considered minimum requirements and in no way limit the liability of the organization. Limits required are subject to change.*
2. Greek organizations located on university property through ground leases or leasing campus chapter rooms have additional requirements as follows:
  - The insurance policy must include additional insured language by endorsement stating Florida Institute of Technology Inc., faculty, staff and administrators are included as an additional insured as respect to the commercial general liability policy;
  - The general liability insurance shall be primary to any insurance or self-insurance carried by Florida Institute of Technology Inc.;
  - Lease agreements must contain a provision to defend, indemnify and hold harmless the university from loss, injury or damage caused by or as a result of the third party’s negligent or intentional acts arising out of the performance of the contract.

**B. Property Insurance Requirements: On-Campus Fraternities and Sororities**

Fraternities and sororities located on university property shall be insured for not less than the insurable value of the buildings, with loss payable to Florida Institute of Technology Inc.

- Florida Institute of Technology Inc. requires that a current Certificate of Insurance showing evidence of property insurance be provided to the Office of Compliance and Risk Management and the Office of Greek Life annually and within seven (7) days of policy expiration date;
- The Certificate of Insurance must list Florida Institute of Technology Inc. as a loss payee;
- The Certificate of Insurance must contain a provision that a thirty (30) day prior written notice of cancellation shall be sent to the university (or else obtain in writing from the broker/insured that they will notify Florida Institute of Technology Inc. within (7) days after any notice from the insurer);
- The Certificate of Insurance shall be written by a company licensed to do business in Florida.

*\*Loss payee status grants the university joint access to any insurance proceeds. The university has an insurable interest in the buildings erected by the tenants. All insurance money received by the university shall be held by it first, as additional security for the payment to the university of rentals and other charges herein provided, pending the rebuilding or repairing of the building or buildings damaged or destroyed; and secondly, for the purpose of defraying the cost of rebuilding or repairing such building or buildings. Funds held by the university will be used to repair or replace the building. The university shall pay any excess funds to the lessee upon construction completion.*

**C. Special Circumstances**

Additional insurance may be required for activities, events or projects that may generate a liability exposure with the potential for a more serious claim or frequency of claims. It is also possible that other insurance programs, in addition to the commercial general liability insurance requirements outlined above, may be required.

In addition to insurance requirements for special circumstances, the university may require the Greek organization to develop and implement certain risk management programs to control hazards and reduce the potential of injury or damage.

**III. Effective Date**

Effective immediately.

**IV. Compliance and Responsibilities****A. Campus Responsibilities**

1. The Office of Compliance and Risk Management is responsible for developing and administering this policy.
2. The Office of Compliance and Risk Management and the Office of Greek Life are responsible for maintaining the minimum insurance requirements for various activities and updating as necessary.

**B. Exemptions**

1. Exemptions or modifications to the insurance requirements listed in this policy must be approved by the Office of Compliance and Risk Management.

**V. Contacts**

Office of Compliance and Risk Management

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Office of Greek Life

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