

ADDITIONAL COST OF BUSINESS INSURANCE
- POLICY -

The Board of Education will reimburse an **employee** for the additional net cost of increasing insurance on his/her motor vehicle:

FROM
ICBC Class 002 (To and From Work)

TO
ICBC Class 007 (Business Use)

subject to the following provisions:

1. use of the employee's vehicle on school district business is required by the board;
2. the required business use exceeds the amount permitted under ICBC class 002 (currently 6 days per calendar month);
3. submission of proof of additional coverage and cost thereof to the secretary-treasurer
4. prior approval of the secretary-treasurer or his/her designate.

The Board of Education will reimburse a **trustee** for the additional cost of increasing insurance on her/his motor vehicle:

FROM

ICBC Class 001 (Pleasure Use Only)
if the trustee does not require her/his vehicle for driving to and from work;
OR

ICBC Class 002 (To and From Work);

TO

ICBC Class 007 (Business Use Insurance).