



**STATE OF MONTANA
DEPARTMENT OF CORRECTIONS
POLICY DIRECTIVE**

Policy No. DOC 1.2.5	Subject: INSURANCE COVERAGE
Chapter 1: ADMINISTRATION AND MANAGEMENT	Page 1 of 2
Section 2: Fiscal Management	Effective Date: May 1, 1996
Signature: /s/ Mike Ferriter, Director	Revised: 04/18/06

I. POLICY

The Department of Corrections will ensure selected insurance coverage to Department employees, volunteers, and contractual staff. Coverage may be provided by private companies, self-insurance, or state insurance programs in compliance with State Statutes, Administrative Rules of Montana, Montana Operations Manual, Volume I, and the Department of Corrections Purchasing and Contract Manual.

II. APPLICABILITY

All Department divisions, facilities, and programs.

III. DEFINITIONS

None.

IV. DEPARTMENT DIRECTIVES

A. Insurance Requirements for Independent Contractors

Insurance requirements for independent contractors will be in compliance with *Section 2.6.101, Administrative Rules of Montana (ARM)*, and Department of Corrections Purchasing and Contract Manual.

B. Workers' Compensation Insurance

Workers' Compensation Insurance will be provided for Department employees, volunteers, and contractual staff in compliance with *Sections 39-71-119 through 39-71-2914, Montana Codes Annotated (MCA)*; *Sections 24.29.101 through 24.29.3741, Administrative Rules of Montana (ARM)*; and Chapter 8, Section 7, Department of Corrections Purchasing and Contract Manual.

C. Major Insurance Coverage

Major insurance coverage including General Liability, Vehicle Liability, Commercial Property, Commercial Aircraft, Commercial Boiler and Machinery, Fine Arts, and Commercial Employee Fidelity Bond, will be provided for Department employees in compliance with *Sections 2-9-101 through 2-9-212, MCA; Volume I, Chapter 400, Montana Operations Manual*; Risk management and Tort Defense Services Memorandum; and Chapters 1 through 14, State of Montana Risk Management Procedures Manual.

V. CLOSING

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Questions concerning this policy should be directed to the Administrative and Financial Services Division Administrator.

VI. REFERENCES

- A. [2-9-101](#) through 2-9-114, MCA (2009) *Liability Exposure*; [2-9-201](#) through [2-9-212](#), MCA (2009) *Comprehensive State Insurance Plan*; [39-71-119](#) through [39-71-2914](#), MCA (2009) *Workers' Compensation*
- B. [2.6.101](#); 24.29.101 through 24.29.3741; *Administrative Rules of Montana*
- C. *Volume I, Chapter 400; Montana Operations Manual*
- D. *Chapters 1 through 14; State of Montana Risk Management Procedures Manual*
- E. *Department of Corrections Purchasing and Contract Manual*

VII. ATTACHMENTS

None.