GENERAL LIABILITY INSURANCE
Revised August 18, 2020

WHAT IS GENERAL LIABILITY?

The Regents maintain a General Liability (GL) Self-Insurance Program to provide coverage for certain tort responsibilities of the University arising from its operations. The General Liability Self-Insurance Program covers three areas:

- General Liability
- Automobile Liability
- Employment Practices Liability

Some contract and grant Sponsors view General Liability Insurance as an unallowable expense and thus we are required to move these expenses onto the **School of Medicine's** unrestricted fund prior to close out. *Do not move GL expense to the PI's or Division's unrestricted funds.*

Sub Object	Description
03-3380	INSURANCE
03-3385	INSURANCE/GENERAL AND AUTO
03-3390	INSURANCE/EMPLOYMENT PRACTICES

STEPS TO MOVING OFF GENERAL LIABILITY EXPENSES

1. Run Detail-All or Detail-Closed with the insurance object codes for the entire project period, or appropriate period you wish to remove to review the amount to be removed.
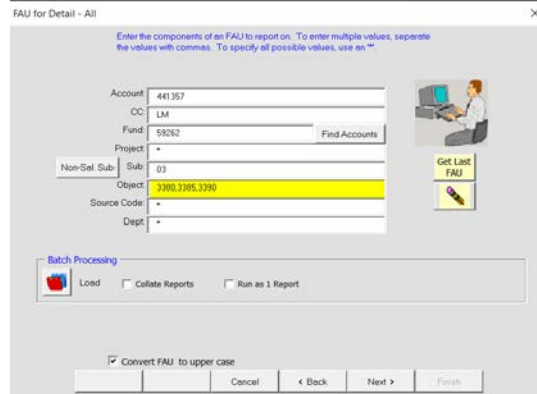
2. Prepare Benefit Cost Transfer (BCT) from your *debit* FAU to move the expense(s) OFF debit FAU *ONTO* 441026-2X-07427.
   a. Compare the amount listed in BCT with the amount on your Detail report.
   b. You must forward your BCT to EFM for prior approval before submitting BCT for processing.
   c. Make sure you process BCTs **AFTER** any payroll adjustments, otherwise it may cause discrepancies with your dollar figures.