



# A valued employee... A secure organization!

## IndiaFirst Life Employee Welfare Plan

(A Non-Linked, Non- Participating Fund Based Group Life Insurance Plan)

A Joint Venture of



## Before you start reading

### **Important note**

IndiaFirst Life Employee Welfare Plan is referred to as the Plan throughout the brochure.

### **How will this brochure help you?**

This brochure gives you details of how the Plan works throughout its lifetime. It's an important document to refer to.

### **To help your understanding**

We've done our best to explain everything as simply as possible; however you're likely to come across some terms you're unfamiliar with. Where possible, we've explained these where they are used.

We have used plain language that's easy to understand and believe this brochure is a good place to start when considering an investment.

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## Introduction

### A valued employee... A secure organization!

Organizations establish new ways every once in a while to ensure that their future is financially protected. Smart organizations, however, do it differently, they go a step further and make sure that their employees and other stakeholders are also valued and protected. This not only ensures that the organization completes the full circle of safeguarding the company as well as the resources but also transforms the valued resource in to a long term asset for the organization.

Our IndiaFirst Life Employee Welfare Plan will help you improve the work place benefits for your employees alongside reducing any possible future financial strain on you as an organization. This plan can cater to your employee's needs like Gratuity, Leave Encashment etc.

With the IndiaFirst Life Employee Welfares Plan, you can now ensure that your employees receive the right benefits for all their hard work and your future financial liabilities are taken care of in a cost effective method.

## Executive Summary

### Key Features

- **You, the Master Policyholder**
- Create a valuable fund for your future liabilities today
- Enjoy as we assure you a minimum return of 1% per annum for the entire term of the policy
- Earn an additional interest on your earnings as declared by us at the start of every financial quarter
- Safeguard your resources with the help of an additional life cover through our IndiaFirst Group Term Plan
- Get tax benefits for yourself as well as your employees as per the existing tax laws

## 1. What is the IndiaFirst Life Group Employee Welfare Plan?

IndiaFirst Life Employee Welfare Plan is a non linked, non-participating, fund based, group life insurance plan. The plan can continue indefinitely on an annually renewable basis. The plan is designed to support employer-employee/ bank/ trustee group like yours, and provide comprehensive benefits to your resources.

Under this plan, you, the Master Policyholder can provide benefits like Gratuity, Leave Encashment and pre or post- retirement Medical expenses for the members. You can also avail the flexibility to choose from the defined benefit or defined contribution schemes as per your requirement. Additionally, in terms of premium contribution, either you, the Master Policyholder, your Member or both of you, the Master Policyholder and the Member can contribute towards the premium.

This plan is also designed to provide you a minimum floor rate, an additional interest rate and residual additions to ensure you generate enough funds to take care of your financial liabilities.

**A. Minimum Floor Rate (MFR):** You are assured a Minimum Floor Rate of 1% per annum for the entire policy term which shall be applicable on the balance of the Policy account Value. The balance of the policy account at end of the financial quarter is the policy account balance at the beginning of the quarter plus total contribution during the financial quarter less any withdrawals made during the financial quarter accumulated with interest ( i.e. MFR, AIR and RA, if any). The Minimum Floor Rate shall be credited to the balance of the policy account at the end of every financial quarter on prorata basis from the date of receipt of contribution or pro-rata basis till the date of exit due to any reason as per scheme rules.

**B. Additional Interest Rate (AIR):** A non zero positive additional interest rate shall be declared by the company at the start of every financial quarter. This will be based on a pre-defined formula. The

formula used for declaring additional interest rate is  $\text{Max} \{ \text{EGY} - \text{Max}(4\% \times \text{EGY}, 0.35\%) - \text{MFR}, 0.01\%$  where EGY is the Expected Gross Yield to be earned on the asset maintained for this fund.

At each interval, we will credit the non-zero positive additional interest rate to the balance of the policy account value at the end of a financial quarter, after the minimum floor rate is credited.

**C. Residual Additions (RA):** In addition, we may credit a non-zero positive residual additions, if any, at the end of each financial year, starting from the 5th membership year. Such non-zero positive residual additions shall be determined so that the reduction in yield requirement is not breached. Under defined benefit scheme, residual addition is made at scheme level and under defined contribution scheme, residual addition is made at member level.

**D. Additional funding options:** You, the master policyholder can choose to have additional funding on the initial contribution made at the inception of the policy. Any additional funding requirement is as per actuary's certificate in accordance with the AS15 (Revised). You can choose any of the following options:

- a. Option A – 3.01% of the initial contribution as additional funding
- b. Option B – 2.01% of the initial contribution as additional funding
- c. Option C – 1.01% of the initial contribution as additional funding

In the instances where you, the Master Policyholder has availed of additional funding, the additional funding will be recovered through a deduction from the account value equal to a percentage of the contribution on which the additional funding was sought. The recovery percentage applies on initial contribution. The percentage reduction to be applied are mentioned in the following table:

Option	Recovery (in % pa)	Recovery Period (in years)
Option A	0.6%	6
Option B	0.6%	4
Option C	0.6%	2

- In case of the surrender of the Policy before the above mentioned recovery period, the unrecovered additional funding will be deducted from the policy or individual member account balance before paying the surrender benefits.
- No recovery made against additional funding from the member in the event of individual member retirement/maturity for defined benefit scheme.

## 2. Who can be a part of this plan?

This plan can be availed by the 'Master Policyholder for the benefits of its 'Member'

### Who is the Master Policyholder?

- Master Policyholder is you, the organization which holds the policy and sets aside a fund to cover its employee liabilities such as Gratuity, Leave Encashment or pre or post- retirement Medical expenses, as per the scheme rules.
- The benefits payable under this plan are governed by the scheme rules. This specifies the amount and time of the benefit payment to your member(s). The amount and time of the benefit may vary.
- The Master Policyholder holds and operates the Master Policy.

### Who is the Member?

The Member is a member of your organization or a part of an organized group. The member is the life assured under this plan.

The age limits for a member are –

Age	At Entry	At Exit
Minimum	18 years as on last birthday	-
Maximum	75 years as on last birthday	76 years as on last birthday

### What is the group size to whom the cover can be offered?

Minimum Group Size	10 members
Maximum Group Size	No limit

### 3. Who pays the contribution under this plan?

A. The premium contribution under the Defined Contribution scheme can be made by either,

- You, the Master Policyholder, or
- your Member, or
- both of you, the Master Policyholder and the Member

B. The premium contribution under the Defined Benefit scheme will be done by the Master Policyholder, as per the scheme rules

A premium of Rs.1 per 1000 Sum Assured per member per annum will be charged. There is a fixed life cover of INR 5000 under this plan. In case life cover premium is not received before completion of policy year the life cover will lapse. To revive or continue life cover, Master Policyholder or member will pay all due life cover premiums without any interest before the completion of policy year.

### What is the minimum and maximum contribution under this plan?

Minimum Initial Contribution	INR 1,00,000
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### Is there any surrender benefit in the plan?

You can surrender the policy at any time during the year. There are no charges for surrender in this plan. Surrender value should be determined by applying market value reduction, if any, to the account value. Market Value Reduction will be applicable on Bulk Exit and complete surrender. If in any financial year the accumulated withdrawal amount is more than 25% of the fund at the beginning of that financial year then it will be considered as Bulk Exit. Market Value Reduction will be applicable on withdrawals over 25% of account value at the beginning of the policy year, except in case of withdrawals due to death and retirement.

Market value reduction will apply when the sum of market value of the assets for all schemes under this product is less than the sum of book value of the assets for these schemes as appearing in the scheme accounts. Market value reduction will be expressed as a percentage of fund value and will be calculated by the formula

$$\text{Max} \left\{ \left( 1 - \frac{(\text{Market value of assets for all schemes under this product})}{(\text{Book value of assets for all schemes under the product})} \right) \times 100, 0 \right\}$$

Book value means account value which is calculated as contribution less exits plus Minimum Floor Rate, non-zero positive additional interest rate and non-zero positive residual additions, if any.

The extent of liability of the insurer is maximum up to the account value of the scheme under pre/post-retirement medical expense fund as per scheme rule

### 4. How is the sum assured calculated?

This plan will have a life cover of INR 5000 per member for the Gratuity and Leave Encashment schemes.

### 5. What happens when the benefits fall due?

The benefits will be paid to you, the master policyholder, as per the scheme rules on exit

(Retirement/ Resignations/ Early Termination/ Vesting) of the member from the scheme. You can accordingly pass the same to your member(s).

The product will provide a lump sum amount on resignation from service, retirement from service and on surrender of policy. On the death of life assured/member, the product will provide a lump sum amount to the beneficiary as per the scheme rules.

	<b>Gratuity, Leave Encashment and pre or post- retirement Medical expenses Scheme</b>
<b>Defined Benefit</b> (Policies where the funds are pooled)	Benefit will be payable as per scheme rules, subject to availability of the Policy Account Value
<b>Defined Contribution</b> (Policies where individual Member Accounts are maintained)	Benefit payable will be individual member policy account value as per scheme rules, subject to availability of the individual member's Policy Account Value

#### Benefit Table

Events	How and when benefits are payable	Size of such benefits
Death	Payable immediately on death of the member to the master policyholder provided the policy is in-force and the membership continues under the scheme at the time of death.	<ul style="list-style-type: none"> <li>- Benefit payable on death is as per scheme rules of the master policyholder subject to availability of the fund.</li> <li>- An additional benefit of Rs.5,000 per member is payable to the nominee.</li> </ul>
Retirement/ Maturity	Payable immediately on maturity/retirement provided the policy is in-force and the membership continue under the scheme	<ul style="list-style-type: none"> <li>- Lump sum benefit from the policy account as per scheme rule for defined benefit scheme and individual member policy account value as per scheme rules in case of defined contribution scheme subject to availability of the fund</li> <li>- Under defined contribution scheme in case of additional funding options opted, the total unrecovered additional funding, as mentioned above, will be deducted from the individual member policy account balance before paying the vesting or maturity benefits.</li> </ul>
Exit due to Termination of Service/Early Retirement/Resignation	Payable immediately on resignation/termination provided the policy is in-force and the membership in-force under the scheme	<ul style="list-style-type: none"> <li>- Benefit payable is the accumulated benefit from the policy account or individual member policy account for DB or DC scheme respectively as per</li> </ul>

		<p>scheme rules of the master policyholder subject to availability of the fund.</p> <ul style="list-style-type: none"> <li>- Under defined contribution scheme in case of additional funding options opted, the total unrecovered additional funding, as mentioned above, will be deducted from the individual member policy account balance before paying the exit benefits.</li> </ul>
Surrender/Termination of the Policy or Bulk Exit	Payable Immediately on surrender or termination/Bulk exit from the policy	<ul style="list-style-type: none"> <li>- There is no surrender charge applicable under this product</li> <li>- Surrender value is the individual member policy account value or policy account value depending on whether the scheme is DC or DB respectively, subject to market value reduction if any.</li> <li>- In case of additional funding options opted, the total unrecovered additional funding as opted, will be deducted from the policy account balance or individual member account before paying the surrender benefits.</li> </ul>
Hospitalization or Medical expenses incurred by the member pre or post retirement	Payable immediately on hospitalization or incurred medical expenses by the in-force member under the applicable scheme as per scheme rule	<ul style="list-style-type: none"> <li>- Benefit payable on hospitalization or incurred medical expenses as per scheme rules of the master policyholder subject to availability of the fund</li> </ul>

## 7. What happens in case of the member's demise?

In case of death of the member, benefit will be paid as per the scheme rules, subject to availability of the Policy Account Value plus INR 5000.

Note: The Life Cover ceases immediately on a Member leaving the Scheme.

## 8. What are the tax benefits under this plan?

You, the master policyholder and your member may be eligible for tax benefits as per applicable tax laws

which can be modified from time to time. However, you are advised to consult your tax consultant.

## 9. What are the charges under this plan?

Type of Charge	Mortality Charge Details	Description
Life Cover Premium	Rs. 1 per 1000 Sum Assured per member per annum irrespective of the age & gender of the member	This will be explicitly collected from Master Policyholder / Member

## 10. What happens in case the member commits suicide?

There is no suicide exclusion applicable under this product.

In case of suicide, benefit will be paid as per scheme rules and death benefit of Rs.5000 will be paid to the nominee.

## 11. Can the Policy be cancelled?

You can return this Policy if you disagree with any of the terms and conditions of this Policy within the 15 days of receipt of your Policy document. You are required to send us the original Policy document and a written request stating the reasons for the same, post which we will refund your Premium after deducting the pro rata risk Premium, stamp duty and charges for medical examination, if any.

## 12. Nomination:

The member can appoint a nominee as per section 39 of the Insurance Act, 1938 as amended from time to time. For more details please refer to our website [www.indiafirstlife.com](http://www.indiafirstlife.com)

## 13. Assignment:

As per the provisions of Section 38 of the Insurance Act, 1938 as amended from time to time.

For more details please refer to our website [www.indiafirstlife.com](http://www.indiafirstlife.com)

## 14. Prohibition of Rebate

As per provisions of Section 41 of the Insurance Act, 1938 as amended from time to time. No person shall allow or offer to allow, either directly or indirectly, as an inducement to any person to take or renew or continue an insurance in respect of any kind of risk relating to lives or property in India, any rebate of the whole or part of the commission payable or any rebate of the premium shown on the policy, nor shall any person taking out or renewing or continuing a policy accept any rebate, except such rebate as may be allowed in accordance with the published prospectus or tables of the insurer. Provided that

acceptance by an insurance agent of commission in connection with a policy of life insurance taken out by himself on his own life shall not be deemed to be acceptance of a rebate of premium within the meaning of this sub-section if at the time of such acceptance the insurance agent satisfies the prescribed conditions establishing that he is a bonafide insurance agent employed by the insurer. Any person making default in complying with the provisions of this section shall be liable for a penalty which may extend to ten lakh rupees.

## 15. Fraud and Misrepresentation:

As per provisions of Section 45 of the Insurance Act, 1938 as amended from time to time. For more details please refer to our website [www.indiafirstlife.com](http://www.indiafirstlife.com)

## 16. About IndiaFirst Life Insurance

IndiaFirst Life Insurance Company is a joint venture between Bank of Baroda, Andhra Bank and Legal and General (UK).

Bank of Baroda is one of the largest public sector banks in the country with an enviable network of over 5200 branches that spreads across the geography of India and over 100 branches across 24 countries globally. This behemoth financial institution is over 100 years old and has been built on financial prudence, corporate governance and most importantly - the trust of valuable customers like you.

Andhra Bank has been serving the Indian customer for over 90 years and currently has a network of over 2500 branches. The bank has developed best in class deposit and lending schemes for its valued customers.

Both the banks are nationalized and provide best in class products and services to their customers.

Legal & General is one of UK's leading financial institutions with a heritage of over 175 years. It provides life assurance, pensions, investments and general insurance plans to over 5.5 million customers across UK. It brings rich fund management and insurance experience to India.



**Disclaimer:** IndiaFirst Life Employee Welfare Plan is a non linked, non-participating, fund based, group life insurance plan. The Sales Brochure is consistent with the product features filled with the Authority. Tax benefits are subject to change from time to time. You are advised to consult your tax consultant. Product Name: IndiaFirst Life Employee Welfare Plan, Product UIN 143N038V01, IndiaFirst Life Insurance Company Limited. IRDAI Registration No. 143. Registered and Corporate Office Address: 301, 'B' Wing, The Qube, Infinity Park, Dindoshi - Film City Road, Malad (East), Mumbai - 400 097. [www.indiafirstlife.com](http://www.indiafirstlife.com) SMS<LIFE> to 5667735 SMS Charges apply. Trade logo displayed above belongs to M/s Bank of Baroda, M/s Andhra Bank and M/s Legal & General and is being used by IndiaFirst Life Insurance Co. Ltd. under license. CIN: U66010MH2008PLC183679 Toll free No - 18002098700. Advtg. Ref. No.: IndiaFirst Life Employee Welfare Plan/Brochure/ E/ 001.

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