

 <p>HUMAN RESOURCES DEPARTMENT</p> <p>Health Insurance Policy</p> <p>GUST Gulf University for Science and Technology جامعة الخليج للعلوم والتكنولوجيا</p>	Policy No.	Version
	AF_HRD_POL_012	01.0
	Effective Date:	
	Approved By: Dr. Fahad Al-Zumai	
		
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No. of Pages: 1		

I. Policy

- **Policy Renewal**

- HR will solicit proposals from multiple health insurance providers
- GUST will form a committee to review different proposals and approve the proposal that best suit the needs of GUST

- **Type of Coverage**

- Type A or equivalent : Faculty members and Senior Management including family members per contract
- Type B or equivalent: GUST Staff employees
 - Staff have the option to pay the premium difference and upgrade to Type A coverage
- Additional children can be added and employees shall pay the insurance premium which can be paid in up to four (4) installments.
- Employees of Grades 1 – 3 will be given the option to enroll in the health plan or receive the coverage fee in cash – HR Department will publish the list of eligible employees every year.

II. Application

This policy shall apply to all GUST employees.

III. Related Policies/Procedure

- AF_HRD_PRO_005: Health Insurance Procedure

IV. Revision History

Date	Revision	Remarks
10/2/2013	01.0	Initial release