


Chapter:	Finance	Classification:	Public Document
Subject:	Insurance Coverage		
For:	All Operating Units	 Authorized by Executive Director	


1. Policy

- 1.1 It is the policy of the Department of Justice to provide for the protection of staff, individuals, agencies, and others who are engaged in the delivery of specified programs
- 1.2 All employees of the Department of Justice are protected by the employer, the Government of Nova Scotia.

2. Liability Insurance

- 2.1 The Province of Nova Scotia's self-insurance program provides coverage for the following programs
 - 2.1.1 community service orders
 - 2.1.2 Volunteer Work
 - 2.1.3 youth facility programs
 - 2.1.4 Fine Option Program
 - 2.1.5 work resource centres
 - 2.1.6 placement agencies
- 2.2 Coverage is provided for the loss exposures arising from within these program limits and parameters, e.g. damage to others or someone's property. Any activities outside the boundaries of the actual contract scope with these programs, and personal injury, is not included and is the direct responsibility of the agency or volunteer.
- 2.3 Employees of the Department of Justice are not insured under this arrangement. They are protected by the employer as Civil Servants.
- 2.4 Any agency that provides a service for the Department of Justice, is required to carry their own liability insurance coverage with a limit of at least \$1,000,000.00.

Page 1 of 2	Dated Issued: April 15, 2011 Date of Last Revision: November 20, 2019 Current Revision Date: January 15, 2021	Subject No. 9.08.00
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3. Event Insurance

3.1 When divisions participate in public events held in non-government owned facilities, Transportation and Infrastructure Renewal can provide a comfort letter to satisfy insuring Agreement requirements.

4. Property Insurance

4.1 All buildings and their contents owned or leased by the Department of Justice are covered under a blanket insurance policy held by the Province of Nova Scotia. Any damage to property owned or leased by the Department will be reported by the staff member in charge to the appropriate Director.

5. Auto Insurance

5.1 All Department of Justice owned, and leased vehicles are insured under a blanket automobile policy held by the Province of Nova Scotia.

5.2 All employees are responsible for maintaining their own personal automobile insurance coverage and are responsible for the payment of insurance premiums of their personal vehicles.