

# Know Your Insurance Benefits



Dear Member,

At CGI, insurance programs have been designed to ensure members have a sound financial plan and are able to plan for them and their families in case of emergency. To help protect your future and ensure you receive assistance when needed, CGI provides the



following insurance programs:

Group Insurance Program	Group MediClaim Coverage (GMC)	Group Personal Accident (GPA)	Contractual Liability (in lieu of GTL policy*)
Description	Insurance coverage for expenses related to hospitalization due to illness, disease or injury	Insurance coverage against the risk of death or injury sustained due to accident	Insurance coverage in case of death
Eligibility	Member, immediate family and dependents	Member	Member

*GTL policy\* - Group Term Life policy*

## Group MediClaim Insurance (GMC) policy: Enrollment

You have an option to extend the Group MediClaim insurance coverage to your immediate family and dependents. As per policy, immediate family is defined as one spouse and two dependent children less than 26 years old (provided they are dependent on parents, not working and not married); while dependents are defined as parents or parent in-laws of the opposite gender.

**As part of the Group MediClaim insurance enrollment, Vidal Health Insurance portal will be available for you to confirm enrolment for you and your immediate family and dependents.**

- Login credentials to the portal will be shared by Vidal Health Insurance to your CGI email after 40 days from your date of joining. The login window is open for twenty (20) days from the receipt of the email. During this period, please confirm your personal details. You can also avail the option to top-up and enroll your immediate family and dependents.
- After confirmation, any addition to the member's family (newly wedded spouse or new born baby) can be done via enrolment portal or you also have an option to send a request to [cgi@vidalhealthtpa.com](mailto:cgi@vidalhealthtpa.com) within thirty (30) days of the event. Once enrolled, the dependent details take forty-five (45) calendar days to reflect on the portal. However, the coverage is immediately available for you and your dependents from the day of your request.

If you have any questions, please contact your HR Business Partner.

**I, hereby acknowledge that I have read the above information on insurance policies and I am aware of the action to provide my input on the portal. I also understand that it is important for me to have a thorough understanding of these programs by reading the terms and conditions available in Intranet.**

Member's Signature

Date (dd/mm/yyyy)

Member's Name



# Share Purchase Plan

Dear Member,

CGI's Share Purchase Plan (SPP) puts into practice the company's philosophy of intrapreneurship through ownership. Through this program, eligible members are given the opportunity to become owners of the company by purchasing CGI shares and as incentive, every share purchased is matched by CGI up to the maximum percentage allowed.

We encourage you to take advantage of this benefit by enrolling through the CGI SPP Enrollment tool on Intranet (Browse CGI > Global Human Resources > Click to view information > Ownership programs).

**To enroll in the plan, sign this acknowledgment letter confirming that you have been informed of SPP and its benefits. Then, login to the SPP Enrollment tool and select your preferred contribution.**

Enrollment to SPP is voluntary; you can choose to sign up at a later date. For more information on SPP, you can refer to the FAQ and Documents section of the tool.

For information on CGI stocks, visit ownership programs in Intranet (Browse CGI > Global Human Resources > Click to view information > Ownership programs).

If you have any questions, please contact your HR Business Partner.

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Member's Signature

Date (dd/mm/yyyy)

Member's Name