

PORTING FROM GROUP HEALTH INSURANCE TO A RETAIL HEALTH INSURANCE POLICY

Applicability

This document is applicable to Support and Management employees who leave the service of Caterpillar India Private Limited, Caterpillar India Engineering Solutions Private Limited, Caterpillar Financial Services India Private Limited, Perkins India Private Limited, or Solar Turbines India Pvt. Ltd. (hereinafter referred to as Company) for reasons other than Retirement. If you are a retiring employee, please refer to the document on 'Retirees - Health Insurance Extension & Portability Process' available on [Cat@work](#).

Key Information

Employees under the Group Health Insurance Policy can choose to migrate to an individual health insurance policy or family floater policy under a Generali Central retail plan upon their exit from the Company.

- Porting is not automatic. Your retail policy application will be reviewed as per the insurer's underwriting guidelines and subject to medical tests, if required under the retail policy rules. Final acceptance depends on the insurer's approval.
- When porting from a group health insurance policy to an individual policy with the same insurer, you are entitled to transfer accrued benefits for pre-existing conditions and waiting period exclusions. This applies to pre-existing diseases and any time-based exclusions mentioned in the retail policy.
- Transfer of accrued benefits from the Group Health Insurance Policy to the retail policy will be applicable only if you make the premium payment towards the retail plan on or before your last date of employment with the Company, subject to necessary underwriting approvals and acceptance from the insurer.
- The accrued benefits will apply equivalent to the time that you have completed under the group policy with the same insurer; and up to the lower of the group policy base sum insured, or the new retail policy sum insured. Illustrative examples below.

Examples are for illustrative purposes only. For detailed information, please contact Generali Central Insurance.

Illustrative examples - Transfer of accrued benefits from Group health policy to Retail health policy				
Time spent under Group Health policy with the Company	Group policy base sum insured	Retail policy sum insured proposed	Waiting period under retail plan (as may be applicable)	Implication / Effect
2 years	INR 4 Lakhs	INR 5 Lakhs	3 years for a particular illness	Under retail policy: <ul style="list-style-type: none">▪ 1 year waiting period for that illness will apply for INR 4 Lakhs.▪ 3 year waiting period will apply for the incremental coverage of INR 1 Lakh
2 years	INR 4 Lakhs	INR 5 Lakhs	1 year for a particular illness	Under retail policy: <ul style="list-style-type: none">▪ 0 waiting period for that illness will apply for INR 4 Lakhs.▪ 1 year waiting period will apply for the incremental coverage of INR 1 Lakh
2 years	INR 4 Lakhs	INR 2 Lakhs	3 years for a particular illness	Under retail policy: <ul style="list-style-type: none">▪ 1 year waiting period for that illness will apply for INR 2 Lakhs.

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Process

1. An exiting employee who is interested to port from the group medical insurance policy to individual health insurance policy should contact shivakumaran.n@generalicentral.com / +91-9844729518 to start the application process for porting **at least 30 days prior to last date of employment.**
2. Generali Central Retail Team will be assigned to assist employees for portability.
3. Upon receipt of employee request, the Generali Central Retail team will share the following with the employee:
 - a. Retail products details
 - b. Tentative quotes
 - c. Documentation required
4. Proposal will be processed by Generali Central upon confirmation from the employee and completion of documents.
5. Employee must submit the following complete documents to Generali Central when applying for portability:
 - a. Proposal form
 - b. Portability form
 - c. Copy of the resignation email stating the employee ID & last date of employment must be submitted when applying for portability.
 - d. For completion of the portability process and before making the premium payment for the retail policy, the employee must submit an email from their HR Partner confirming the resignation acceptance and last date of employment.
6. The coverage under the retail plan will be effective from the date of premium payment.

Contact Information

For any queries regarding the porting process, please contact shivakumaran.n@generalicentral.com / +91-9844729518

Disclaimer

Porting from the Company's Group Health Insurance policy to an individual or family floater retail policy is a personal decision and a direct arrangement between the exiting employee and the insurer. All decisions related to portability are solely governed by the insurer's retail policy terms and regulatory guidelines.

The Company does not play any role in the portability or migration process; does not influence underwriting decisions, premium, coverage, or any policy terms; cannot intervene, represent, or negotiate on behalf of the exiting employee with the insurer; and is not responsible for acceptance, rejection, delays, or disputes related to the retail policy.

Employees who are exiting and wish to be part of this proposal are advised to review the portability process and retail policy terms carefully and contact the insurer directly for any queries, clarifications, or grievances.