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| C.L. "Butch" OtterGovernor**ROBERT GEDDES**Director |  | State of IdahoDepartment of AdministrationDivision of Insurance and Internal Support Risk Management Program650 West State Street P.O. Box 83720Boise, ID 83720-0079Telephone (208) 332-1872 or Fax (208) 332-1892http://www.adm.idaho.gov |

March 19, 2018

TO: **ALL FISCAL OFFICERS & INSURANCE COORDINATORS**

FR: **JOAN COMPTON**, Risk Management Analyst

 Risk Management Program

RE: **OPTIONAL INLAND MARINE COVERAGE FOR FY2019**

It is time to renew your agency's optional Inland Marine coverage for FY2019 by using the Risk Management Information System (RMIS).

After entering into RMIS, please select the Inland Marine screen, then click the **Fiscal Year drop down and select FY2019**,then click the **“Get All**” button which opens the data input boxes.

1. If this optional coverage is **not** applicable to your agency, click the “**Not applicable**” button and finally, click the **“Send to Risk Management**” button. This will conclude your agency’s renewal process.
2. For agencies who participate in the optional inland marine program, please review your agency’s Inland Marine data shown at the bottom of the RMIS screen (values were increased by a 1.00% annual inflation factor) and determine whether it is accurate as it stands; otherwise, please make additions, deletions or modifications as necessary to your Inland Marine data. After your data is finalized, click the “**Send to Risk Management**” button prior to **June 1, 2018**.
* If your agency acquired or deleted Inland Marine items during FY18, please be sure the FY19 data reflects those changes.

The Inland Marine policy provides coverage for specifically declared items, subject to the terms and conditions of the Major Property policy. The deductible is $50 per occurrence.

Following are items not eligible for coverage under the Inland Marine program:

* real property (land & buildings)
* automobiles or any vehicle licensed for the road
* motorized equipment of any nature (ATVs, motorcycles, riding lawnmowers, golf carts, etc.)
* consumable properties

The premium rate will remain at $.35 per $100 of value (or .0035 times the item’s value) subject to a minimum $25.00 premium per each agency’s assigned certificate number. Coverage begins on the date the item is entered into RMIS and ends on the date the item is removed.

The items that can be covered under the optional Inland Marine coverage are small portable items at risk of being stolen or damaged and are valued under $2,000 per item. Typical items would include lap tops, tablets, GPS units, cell phones, etc.

Page 2

FY19 Optional Inland Marine

Please finalize and submit your agency’s completed Inland Marine data using RMIS by no l**ater than June 1, 2018.**

If you have questions, please contact me at 332-1872 **joan.compton@adm.idaho.gov** or contact Kristie Fields at 332-1869 **kristie.fields@adm.idaho.gov**