

# UC Davis Policy and Procedure Manual

## Chapter 300, Travel and Transportation

### Section 14, Insurance for Travelers

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Supersedes: 300-10, 5/21/99 & revisions

Responsible Department: Accounting & Financial Services

Source Document: Business and Finance Bulletin G-28, Policy and Regulations Governing Travel

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See [Section 300-10](#), *Travel Policy Overview*, for forms, quick links, and references.

#### I. Employees

- A. All University employees, including staff members, interns, and fellows engaged by the University in connection with research grants and contracts, are routinely covered 24 hours a day, worldwide, against accidental death or dismemberment while on an official business trip or while engaged in designated extra-hazardous activity on behalf of the University. University employees are provided with Workers' Compensation coverage for work-related injury/illness that occurs during a University-approved and -funded business trip.
- B. For insurance coverage purposes, an official University business trip begins when the traveler leaves his or her residence or headquarters, whichever occurs last, and ends when the traveler returns to his or her residence or headquarters, whichever occurs first.
- C. Refer to [Sections 370-05](#) and [370-10](#) for information on guidelines and insurance coverage for students participating in University activities off campus.
- D. Employees may be directed to Risk Management Services for more information on the protection of travelers.

#### II. Vehicles

For information on insurance coverage requirements for an employee's private vehicle and rental cars, see [Section 300-17](#). See [Section 300-30](#) for insurance coverage for University-owned vehicles.