

GENERAL DISTRIBUTION

**WEST VIRGINIA
DIVISION OF CORRECTIONS
& REHABILITATION**

NUMBER: 125.00

EFFECTIVE DATE: 15 April 2026

SUBJECT: AGENCY INSURANCE

POLICY DIRECTIVE

PURPOSE:

To provide policy and procedure detailing insurance coverage for all facilities and work units within the Division of Corrections and Rehabilitation.

REFERENCE:

WV Code §§29-12-1 *et seq.* and 33-2-21a; and ACA Expected Practices 5-ACI-1B-17, 5-ALDF-7D-16, 3-JDF-1B-17, 1-JDTP-1B-16, 2-CO-1B-11, 1-CTA-1B-09, and 4-APPFS-3D-27.

RESPONSIBILITY:

No additional written instructions on this subject are required.

CANCELLATION:

Any previous written instruction on the subject.

APPLICABILITY:

All facilities and work units within the Division of Corrections and Rehabilitation (DCR). This Policy is available for general distribution.

DEFINITIONS:

None.

POLICY:

- I. The West Virginia Board of Risk and Insurance Management (BRIM) provides casualty, property and liability insurance for state agencies, including the West Virginia Division of Corrections and Rehabilitation (WVDCR) in order to protect state assets and manage risk

through insurance programs and loss control initiatives. BRIM issues two main liability insurance policies:

- A. Auto Policy - covers liability for accidents involving WVDCR's fleet vehicles (including the driver) and physical damage coverage for fleet vehicles (collision and comprehensive), with a \$1,000 per-loss deductible.
 - B. General Liability Policy - divided into five separate coverage parts for different exposures (general liability, product liability, employment practices liability, professional liability, and cyber liability).
- II. West Virginia state agencies, boards and commissions, including the WVDCR have been combined under one workers' compensation policy covering all state employees managed by the West Virginia Insurance Commissioner.

ATTACHMENT(S):

None.

APPROVED SIGNATURE:  03/16/2026
David L. Kelly, Commissioner Date