

PROCEDURES FOR REPORTING GROUP PERSONAL ACCIDENT (GPA)

INSURANCE CLAIMS IN FRSC

The claim processes for Group Personal Accident policy for a staff who involved in any RTC and domestic accident, are outlined below.

Notify the insurance unit of FRSC by calling or sending FIR through Zonal (AHR), text message on the following numbers: **08151790498**, **09139600090** and email: p.insurance@frsc.gov.ng copy pensionandinsurancefrsc@gmail.com and bm.bello@frsc.gov.ng . More often, the commanding officer is expected to do this on behalf of the staff (victim).

However the following documents are needed for Group Personal Accident claim:

SUPPORTING DOCUMENTS NEEDED FOR GROUP PERSONAL ACCIDENT DOCUMENTATION

- a. Filled Linkage Assurance Plc Employer's Liability Claim Form
- b. Filled FRSC Insurance Notification Form
- c. Original Doctors Report (stating the date of injury and date discharged)
- d. Doctor's Prescription
- e. Original Excuse Duty Certificate from Hospital or discharged certificate from hospital
- f. Original Medical Bills/Receipts received from Hospitals and Pharmacy Shops
- g. Police Report (for RTC that lead to death)
- h. Certificate of Medical cause of death (if RTC lead to death)
- i. Three month Pay slips preceding the month of accident
- j. Staff Identification Card (Photocopy)
- k. Photograph of the affected part of the body

In case of RTC/Domestic Accident lead to death, the following documents are needed:

- i. Filled Linkage Assurance Plc Employer's Liability Claim Form
- ii. Filled FRSC Insurance Notification Form
- iii. Police Report (for RTC that lead to death)
- iv. Certificate of Medical cause of death (if RTC lead to death)
- v. Three month Pay slips preceding the month of accident
- vi. Staff Identification Card (Photocopy)
- vii. Pictorial Evidence

NOTE: Send advance soft copies via email p.insurance@frsc.gov.ng , pensionandinsurancefrsc@gmail.com , and copy bm.bello@frsc.gov.ng by scanning all the documents, while hard copies is in duplicate (a set comprises of original documents, while second copy is photocopies)