

ARCHDIOCESE OF AGAÑA


CHANCERY OFFICE

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MEMO

Protocol No: 2017-257

June 22, 2017

To: Pastors, Administrators Presidents and Principals
Fr: Fr. Jeffrey C. San Nicolas, Delegate General 
Cc: Josephine Villanueva, Finance Officer
Re: Centralization of the Insurance Renewal Process

We have been in close communication with Calvo's Insurance in relation to the insurance policy renewal that is due this July 1, 2017.

There have been a series of meetings that have transpired in the past weeks and months which include insurance premiums in arrears of around \$750,000+/- from a variety of entities under the Archdiocese of Agaña and Archbishop of Agaña, a Corporation Sole. Since we are rated as a group, this means that in the event of a failure of one entity to meet its obligation, this failure jeopardizes the rest of the entities coverages as well as the archbishop having to be the one to address the past due bills.

To mitigate this situation and safeguard the assets of the archdiocese, the chancery needs a closer oversight of the policies being renewed and we have instructed the Calvo's Insurance Company to keep us informed when communicating with your entity regarding renewals.

We understand that the centralization of our insurance process may be inconvenient for your operations. Please be assured that what is taking place, along with a number of other initiatives to facilitate organization, are for the best interest of the whole archdiocese. Your cooperation and understanding in this is anticipated and highly valued.

There have also been ongoing discussions within the Archdiocesan Finance Council regarding the possible centralization of the insurance administration. This may include (1) the remittance of monthly premiums that will be funneled through the chancery, (2) evaluating coverages for each entity by our volunteers who have expertise in this field, and (3) the collection of data and policies to be retained at the chancery.

Should you have questions or concerns, please contact me at delegate@archagana.org or Josie, at 562-0012 or email her at jvillanueva@archagana.org.