# AMERICAN INTERNATIONAL COMPANIES

# PROGRAM DIVISION BULLETIN

2005-65

November 17, 2005

# **IMPORTANT CHANGES TO DBG PRIVACY NOTICE**

The AIG DBG Legal Department has made some additional changes to the annual privacy notice (hereinafter, the "third revised notice"). Specifically, wording has been added to the notice in order to comply with the NAIC Insurance Information And Privacy Protection Model Act, the 1982 model act, # 670 which is applicable to certain states. These provisions can be found in the section entitled "Maintaining Accurate Information" and represent the official AIG DBG procedures for handling these types of requests from consumers in these states. Please read the entire notice and familiarize yourself with these procedures.

As stated previously, under GLBA, the annual privacy notice is required to be sent to policyholders who are issued policies for *personal, family, or household purposes*. A complete copy of the revised notice is attached for your reference.

If you have any questions, please contact your Program Manager.

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LEXINGTON INSURANCE COMPANY

PROGRAM DIVISION 100 Summer Street/19th Floor, Boston, MA 02110 phone 617-330-1100 / fax 617-330-8595

# PRIVACY POLICY

### **Our Commitment to Privacy:**

The AIG Companies (AIG) believe one of our most important assets is the trust consumers place in us to respect and properly handle nonpublic personal information received by us in connection with providing our products and services. To continue earning your trust and enhance the products and services offered to you, the companies listed below have adopted the following privacy policy to govern how we treat your nonpublic personal information including such information about our former customers.

It's important for you to know that this privacy policy applies only to the product or service you have just obtained or the insurance policy under which you are seeking or receiving benefits. As a large worldwide leader in the delivery of financial products and services, we offer numerous products and services to many types of consumers and clients in many different states and countries around the world. Therefore, each of our companies may issue different privacy policies to fit the specific products and services they offer.

#### **Information We Collect:**

We collect information about you that is necessary to tailor our products and services to meet your individual needs, provide effective customer service, and comply with legal requirements.

We may collect nonpublic personal information about you, from one or more of the following sources:

- Information we receive from you on applications or other forms;
- Information about your transactions with us, our affiliates or others;
- Information we receive from a consumer-reporting agency; and
- Information received in handling claims.

# **Sharing Information Within Our Family of Companies:**

We may share some or all of the nonpublic personal information we collect with our affiliates the members of the AIG family of companies, unless such sharing of information is prohibited by law. In many cases, the information that is shared may be at your request or is necessary to administer, process or otherwise handle your transactions with us or settle a claim on your behalf. In addition, we may provide this information to our affiliates in order to offer you products and services in which you may be interested.

Our family of companies includes many insurance companies (e.g., auto, home, and life insurance), insurance claims handling companies, other financial institutions (e.g., savings bank), and non-financial institutions.

#### **Sharing Information Outside the AIG Family:**

Sometimes, we use companies or businesses outside the AIG family to administer, process, or otherwise handle your transactions with us, such as for claims handling or customer service. Other times, we may enter into contracts with nonaffiliated companies to perform services on our behalf, such as marketing our products and services, or we may enter into joint marketing

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agreements with other financial institutions. In these and other circumstances permitted by law, we may share some or all of the information we collect above with these nonaffiliated third parties. However, whenever we utilize a nonaffiliated third party to provide these services, they are required to follow federal privacy laws governing this notice. We also may share information to combat fraud, in response to a court order, or at the request of government regulators.

#### Nonpublic Personal Health Information:

We will not disclose nonpublic personal health information about you without obtaining prior written authorization from you, except as permitted by applicable law or regulation.

#### **Protecting and Safeguarding Your Information:**

To help prevent unwarranted disclosure of your nonpublic information and secure it from theft, we utilize secure computer networks and restrict access to nonpublic personal information about you to those employees who need to know that information to provide products or services to you. In addition, we maintain physical, electronic, and procedural safeguards that comply with applicable laws and regulations to guard our customers' nonpublic personal information.

#### **Maintaining Accurate Information:**

We also maintain procedures to ensure that the information we collect is accurate, up-to-date, and as complete as possible. If you believe the information we have about you in our records or files is incomplete or inaccurate, you may request that we make additions or corrections, or if it is feasible, that we delete this information from our files. You may make this request in writing to (include your name, address and policy number):

Chief Privacy Officer AIG - Domestic Brokerage Group 175 Water Street, 3rd Floor New York, NY 10038

#### FAX: 212-785-9495

#### e-mail: DBG.Privacy@AIG.com

Special notice for policyholders who reside in any of the following states: Arizona, California, Connecticut, Georgia, Illinois, Kansas, Maine, Massachusetts, Minnesota, Montana, Nevada, New Jersey, North Carolina, Ohio, Oregon, Virginia or Wisconsin: You can obtain access to any nonpublic personal information we have about you if you properly identify yourself and submit a written request to us at the address above describing the information you want to review (include your name, address and policy number). Once we have received your request, and if the information is reasonably locatable and retrievable, we will, within 30 business days, take the following actions:

- Inform you of the nature and substance of the recorded information;
- Allow you to see and copy, in person, such recorded personal information; or

• Send you a copy of the recorded personal information by mail (we may charge you a reasonable fee to cover the cost of this service).

We will also tell you at this time the identity, if recorded, of persons to whom we have disclosed the nonpublic personal information within the preceding two years.

If you ask us to correct, amend or delete any information about you, we will, within 30 business days, either correct, amend or delete the nonpublic personal information in dispute or notify you of our refusal to take such action along with the reasons for our decision. If we make the correction, amendment or deletion you've requested, we will also notify you along with any person you designate who has received the information about you within the preceding two years, together with any insurance support organization(s) which provided us with the disputed information.

If we refuse to make the requested correction, amendment or deletion, you are permitted to file a concise statement setting forth what you think is the correct, relevant or fair information along with a statement of the reasons why you disagree with our refusal to correct, amend or delete the information subject to dispute. We will file your statement with the disputed personal information and make any person who reviews your file aware of your statement. We will also furnish your statement to any person who has received personal information from us within the two preceding years and any insurance support organization whose primary source of personal information is an insurer.

# **Important Information Concerning the Applicability and Future Changes to this Privacy Policy:**

This privacy policy applies, with respect to nonpublic personal financial information, to products or services provided primarily for personal, family, or household purposes in the United States by the AIG Companies listed below, and it applies to all nonpublic personal health information these Companies may have. Although we may change this policy at any time, please rest assured that you will be notified of any changes as required by law.

# **AIG Companies Covered by this Policy:**

AIG Hawaii Insurance Company, Inc. AIU Insurance Company American Home Assurance Company American International Pacific Insurance Company American International South Insurance Company Birmingham Fire Insurance Company of Pennsylvania Commerce and Industry Insurance Company Granite State Insurance Company Illinois National Insurance Co. National Union Fire Insurance Company of Louisiana National Union Fire Insurance Company of Pittsburgh, Pa. New Hampshire Insurance Company The Insurance Company The Insurance Company of the State of Pennsylvania American International Specialty Lines Insurance Company American Pacific Insurance Company, Inc. Landmark Insurance Company Lexington Insurance Company Agency Management Corporation A.I. Risk Specialists Insurance, Inc. A.I. Risk Specialists of Missouri, Inc. American International Entertainment, Inc. Eastern Risk Specialists, Inc. Florida Risk Specialists, Inc. The Gulf Agency, Inc. Louisiana Risk Specialists, Inc. Medical Excess Insurance Services. Inc. Michigan Risk Specialists, Inc. Midwestern Risk Specialists, Inc. Nevada Risk Specialists, Inc. New England Risk Specialists, Inc. Northwestern Risk Specialists, Inc. Risk Specialists Companies, Inc. Risk Specialists Company (Bermuda), Ltd. Risk Specialists Company of Colorado, Inc. Risk Specialists Company of Kentucky, Inc. Risk Specialists Company of Minnesota, Inc. Risk Specialists Company of New Jersey, Inc. Risk Specialists Company of New York, Inc. Risk Specialists Company of Ohio, Inc. Risk Specialists Company of the Carolinas, Inc. Southeastern Risk Specialists, Inc. Southern Risk Specialists, Inc. Western Risk Specialists, Inc. American International Surplus Lines Agency, Inc. AIG Warranty Services and Insurance Agency, Inc.

and other member companies of the AIG family who sent you this privacy policy statement.