



PPSM-83: Death Payments

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| Responsible Officer: | Vice President – Systemwide Human Resources |
| Responsible Office: | SHR – Systemwide Human Resources |
| Issuance Date: | 3/5/2019 |
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| Scope: | Professional & Support Staff, Managers & Senior Professionals, and Senior Management Group Members |

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I. POLICY SUMMARY

The policy describes a death benefit payable to the beneficiaries of a deceased employee.

II. DEFINITIONS

Detailed information about common terms used within Personnel Policies for Staff Members can be found in [Personnel Policies for Staff Members 2 \(Definition of Terms\)](#).

III. POLICY TEXT

A. General

Upon the death of an employee who has completed at least six continuous months on pay status at 50 percent time or more without a break in service prior to death, a sum equal to the salary of the deceased for one month shall be paid to the person or persons in the first of the following categories in which there is a survivor:

- legal spouse or domestic partner;
- child or children;
- parent or parents;
- or siblings.

If there is no survivor in any of the foregoing categories, the benefit will be paid to the estate, or if there is no estate, to the beneficiary designated in the deceased's University-paid life insurance policy. This benefit is in addition to vacation, salary, or other monies due the employee.

IV. COMPLIANCE / RESPONSIBILITIES

A. Implementation of Policy

The Vice President–Systemwide Human Resources is the Responsible Officer for this policy and has the authority to implement the policy. The Responsible Officer may develop procedures or other supplementary information to support the implementation of this policy. Such supporting documentation does not require the approval of the President. The Responsible Officer may apply appropriate interpretations to clarify the policy provided that the interpretations do not result in substantive changes to the underlying policy.

The Chancellor is authorized to establish and is responsible for local procedures necessary to implement the policy.

In accordance with [Personnel Policies for Staff Members \(PPSM\) 1 \(General Provisions\)](#), the authorities and responsibilities delegated to the Chancellor in this policy are also delegated to the Executive Vice President–Chief Operating Officer, Vice President–Agriculture and Natural Resources, Principal Officers of the Regents, and the Lawrence Berkeley National Laboratory Director. Also in accordance with [PPSM 1](#), the authorities granted in this policy may be redelegated except as otherwise indicated.

B. Revisions to the Policy

The President is the Policy Approver and has the authority to approve policy revisions upon recommendation by the Vice President–Systemwide Human Resources.

The Vice President–Systemwide Human Resources has the authority to initiate revisions to the policy, consistent with approval authorities and applicable *Bylaws* and *Standing Orders* of the Regents.

The Executive Vice President–Chief Operating Officer has the authority to ensure that policies are regularly reviewed, updated, and consistent with other governance policies.

C. Approval of Actions

Not applicable.

D. Compliance with the Policy

Not applicable.

E. Noncompliance with the Policy

Not applicable.

V. PROCEDURES

Written confirmation of a family relationship will be required. A domestic partnership must be confirmed by registration with the State of California, registration of a same-sex legal union formed in another jurisdiction that is substantially equivalent to a State of California-registered domestic partnership, or filing of a Declaration of Domestic Partnership form with the University prior to the death of the employee.

VI. RELATED INFORMATION

- [*Accounting Manual P-196-25: Employee Death Payment*](#)
- [*UC Survivor and Beneficiary Handbook*](#)

VII. FREQUENTLY ASKED QUESTIONS

General (Section III.A.)

1. Is the death payment described in the policy the same as the UCRP basic death payment?

No, they are not the same type of death payment. The death payment described in this policy is payable to the survivor of an active employee who has completed at least six continuous months on pay status at 50 percent time or more without a break in service prior to death. The payment is equal to one month of the employee's salary.

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The basic death payment is administered through UCRP and is payable to the member's beneficiary. The basic death payment is a one-time payment of \$7,500 if UCRP membership began on October 1, 1990, or later. If the employee's UCRP membership began before October 1, 1990, the basic death payment is \$1,500 plus one month's final salary, if that amount is greater than \$7,500. Otherwise, \$7,500 is payable.

VIII. REVISION HISTORY

March 5, 2019: Updated web links and office titles and made typographical amendments. This Policy was remediated to meet Web Content Accessibility Guidelines (WCAG) 2.0.

October 2014: Updated with a frequently asked question regarding benefit death payment and the basic death payment.

July 1, 2012: Reformatted into the standard University of California policy template.

As a result of the issuance of this policy, the following documents are rescinded as of the effective date of this policy and are no longer applicable:

- *Staff Personnel Policy 770 (Death Payments)*, dated September 1, 1981