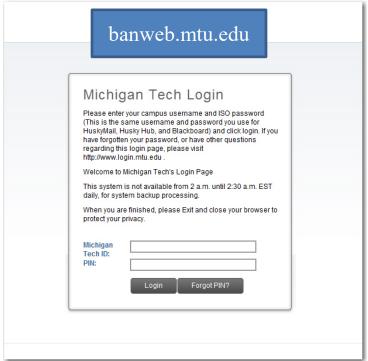
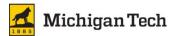


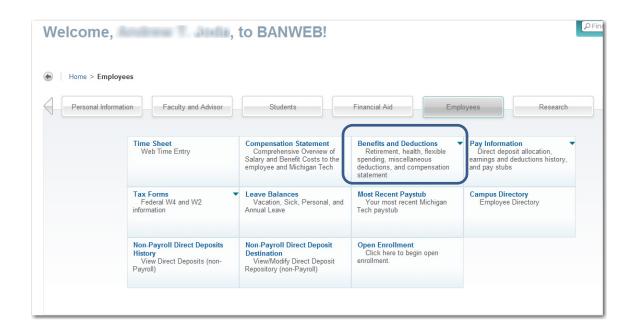
Instructions to Update Beneficiaries/Dependents in Banweb

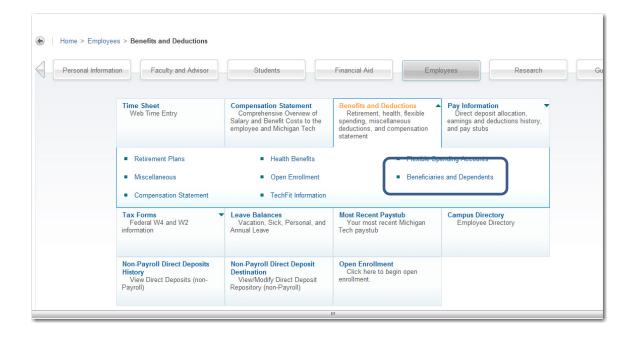
Add a new person......page 3
Begin or End Insurance Coverage for a Dependent....page 4
Add or Remove a Beneficiary to Life Insurance.....page 8







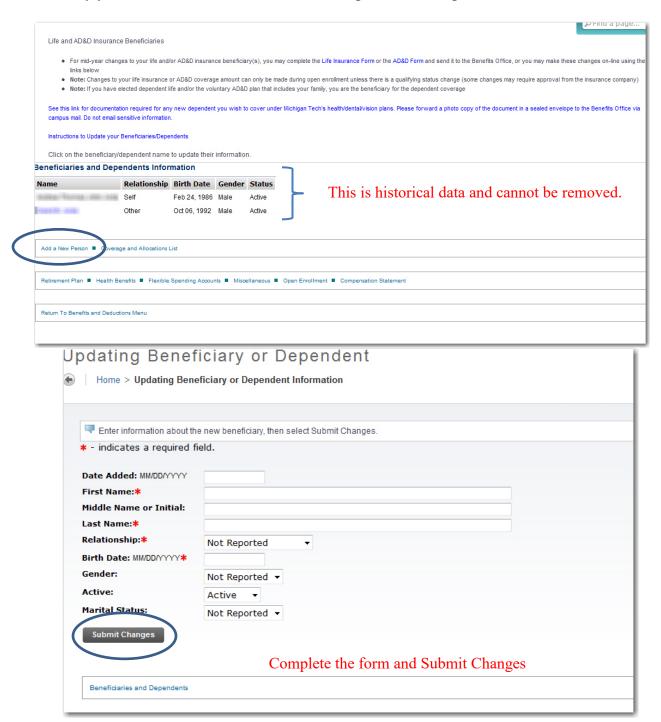






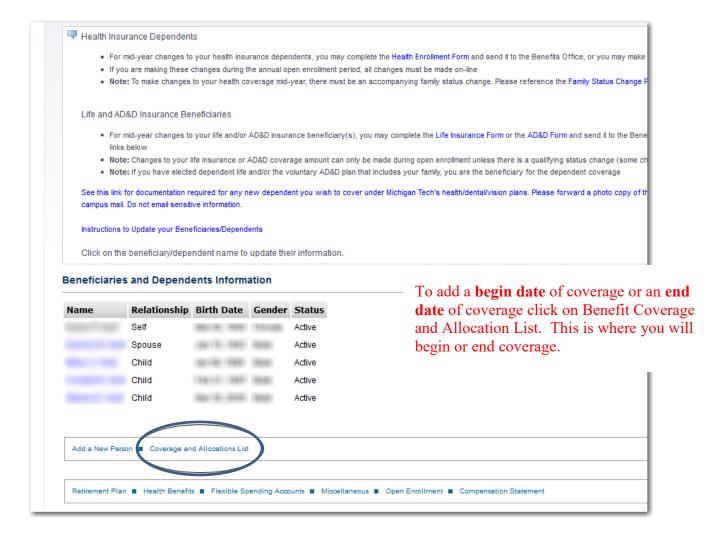
Add a New Person

NOTE – simply by adding a new person does not automatically mean this person is covered by your insurance. Please see the next steps to link this person to the insurance.

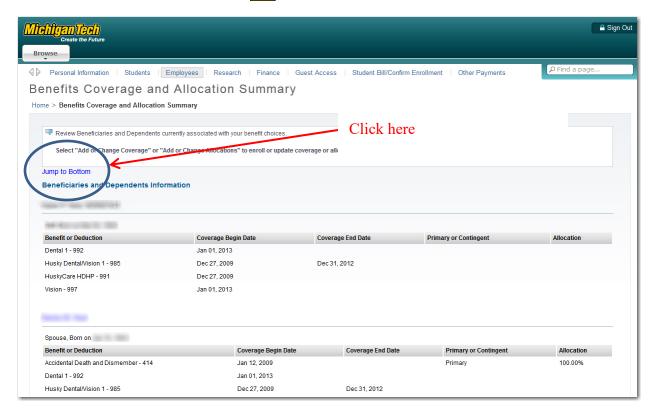


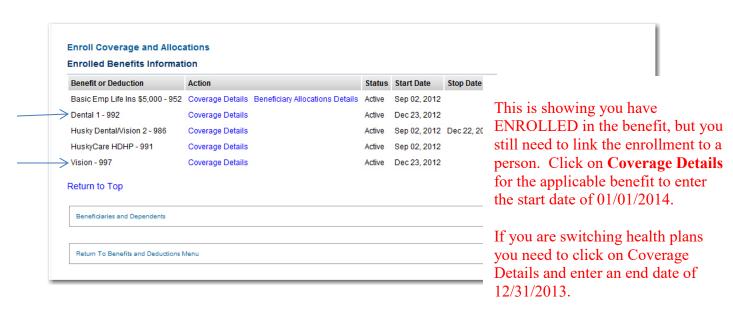


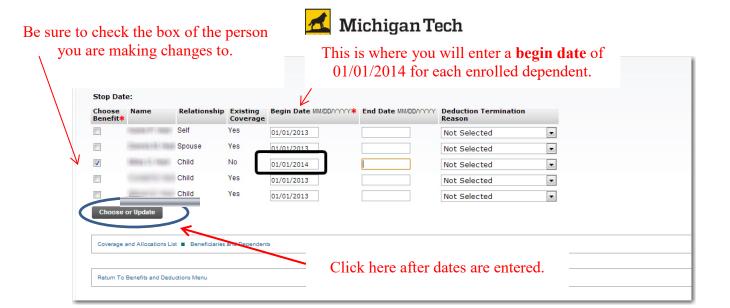
Section 2 - Begin or End Insurance Coverage for a You and/or a Dependent

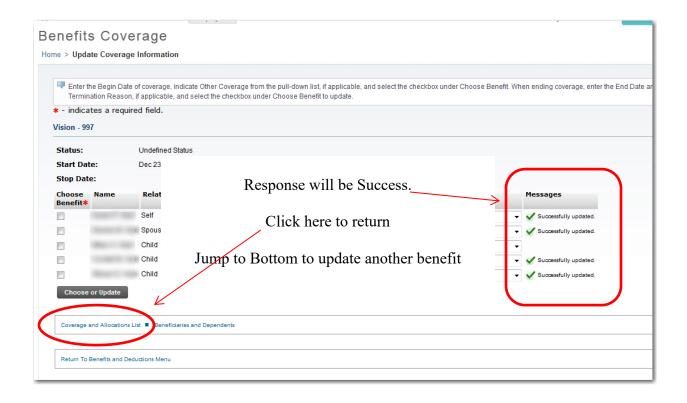


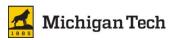






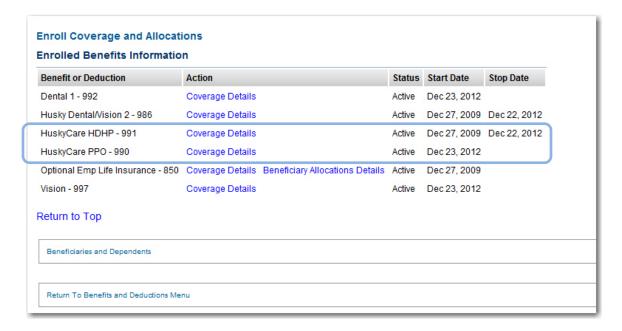


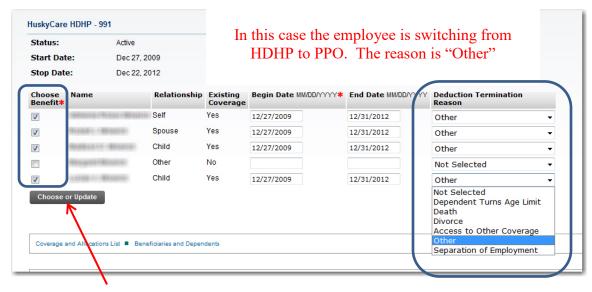




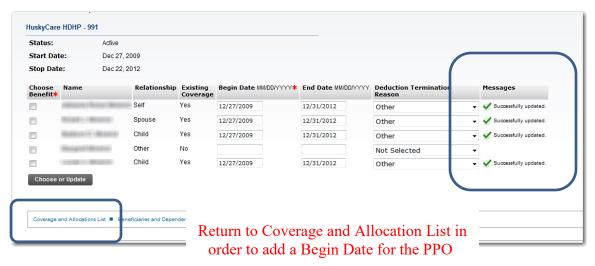
In this example the employee was covered under the HDHP in 2013 and chose the PPO coverage for 2014 and therefore must put an **end date** of 12/31/2013 on HuskyCare HDHP for each dependent and then a **begin date** of 01/01/2014 for each dependent for the PPO.

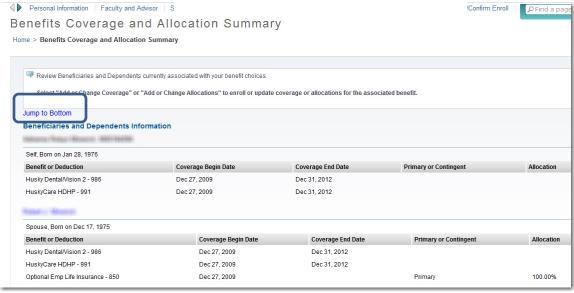
Click on Coverage Details of HuskyCare HDHP-991 to get started.



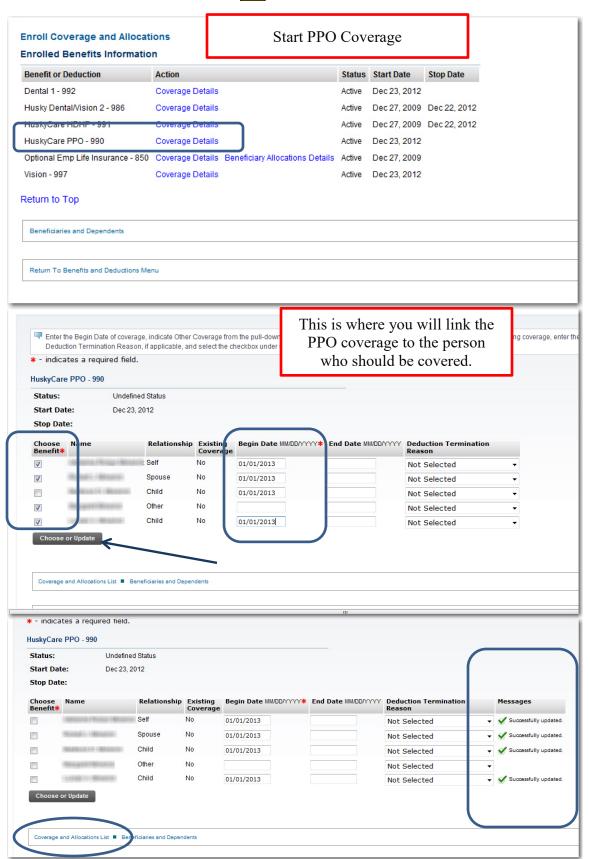












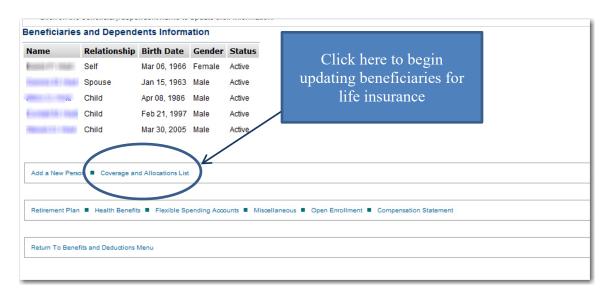
Page 9 of 13 HRO/Benefits/OE Information/2021 OE/Beneficiary and Dependent Instructions



Review the Coverage Begin Date – it should be Jan 01, 2014 Review the Coverage End Date – it should be Dec 31, 2013 You can log out when all updates are complete.

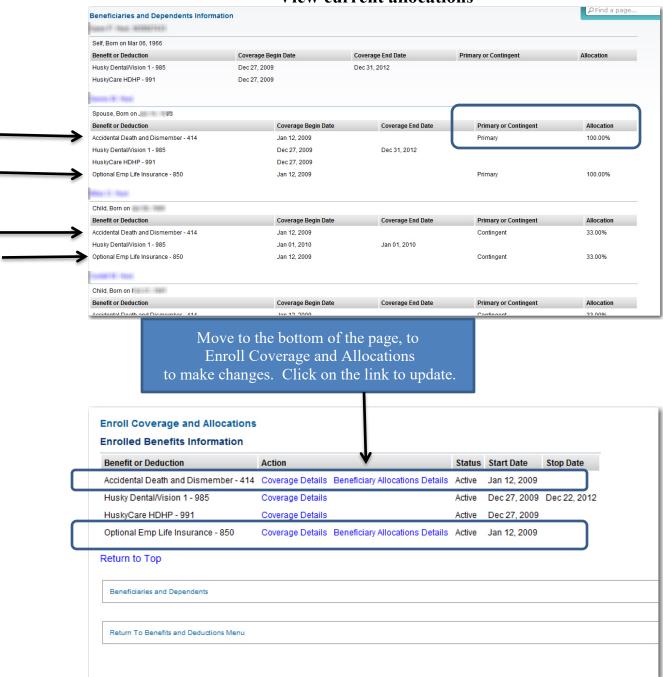


Section 3 – Add or Remove a Beneficiary to Life Insurance

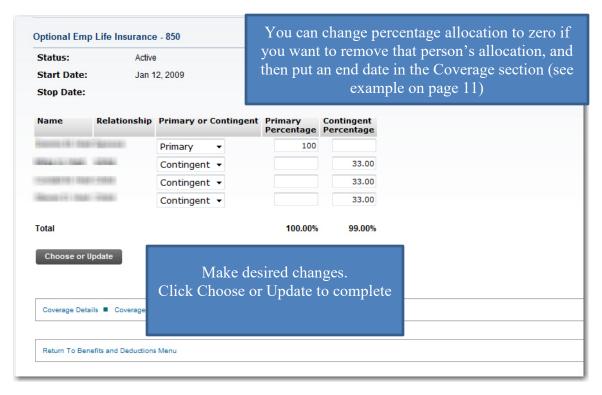


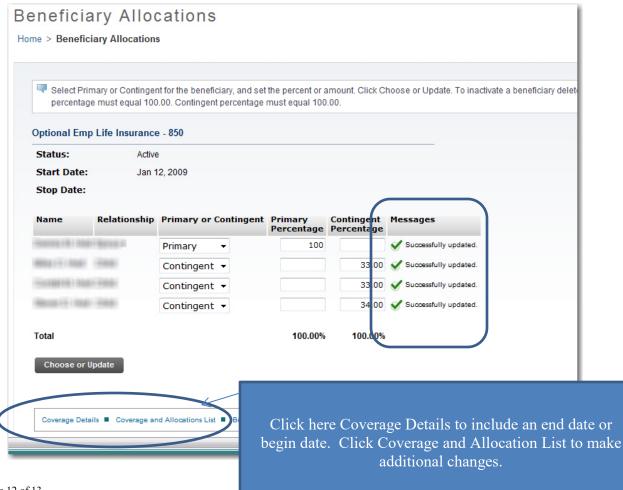


View current allocations



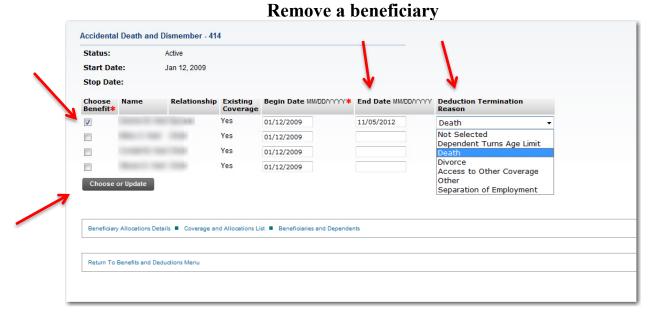


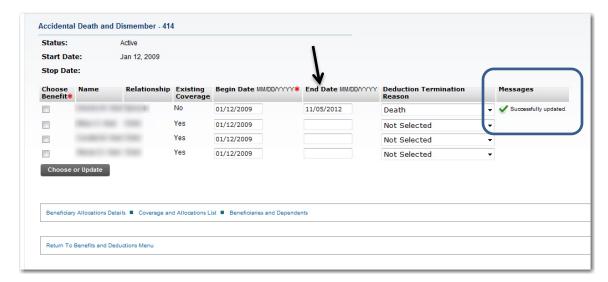




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You may now make additional changes or log out.