The following instructions, Sample Certificate of Insurance, and Sample Endorsements are provided to assist Subcontractors in complying with the insurance requirements for Lawrence Livermore National Security, LLC (“LLNS”) Subcontracts.

All required insurance certificates and endorsements must be submitted to the LLNS Contract Administrator.

1. Each type of insurance required by the Subcontract must be listed on the Subcontractor’s Certificate of Insurance.
2. The dollar limits for each type of insurance must be at or above the minimum dollar limits specified in the Subcontract’s Indemnification and Insurance Provisions (I&I) incorporated document.
3. The dates of coverage for all types of insurance must be current.
4. The minimum dollar limits specified in the Subcontract may be met through the use of Excess/Umbrella Liability Insurance and must be reflected in the Certificate of Insurance.
5. The “Certificate Holder” must be named “Lawrence Livermore National Security, LLC, and its members and affiliates and the U.S. Government, Lawrence Livermore National Laboratory, 7000 East Ave. (L-650), Livermore, CA 94550.”
6. The general liability insurance must be endorsed to name “Lawrence Livermore National Security, LLC and its members and affiliates and the U.S. Government” (not “LLNS” or “Lawrence Livermore National Laboratory”) as “additional insureds.” This coverage must be provided on a separate endorsement.
7. The Certificate of Insurance must include a “waiver of subrogation” provision for the general liability and workers’ compensation insurance in favor of Lawrence Livermore National Security, LLC and its members and affiliates and the U.S. Government. This coverage must be provided on a separate endorsement.
8. The Certificate of Insurance and any applicable endorsement(s) must be issued by properly authorized representatives from insurance companies authorized to do business in California.
9. The insurance must be written on a “per occurrence” basis. Insurance shall not be written on a “claims-made” basis/form or subject to a self-insured retention (SIR) without the written approval of the LLNS Contract Administrator.
10. The Subcontractor is required to provide written notification to the LLNS Contract Administrator at least 30 days in advance of any modification, change, or cancellation of any of the insurance coverage. Notification by an insurance company shall be in addition to, and shall not satisfy, the Subcontractor’s obligation to provide a written notification.
11. If a policy expires prior to completion of the work or expiration of the Subcontract, the Subcontractor will be required to submit a replacement Certificate of Insurance and endorsement(s) to the LLNS Contract Administrator.
12. The Certificate of Insurance and endorsement(s) will be retained on file and may apply to future LLNS Subcontracts and, therefore, specific Subcontract numbers or project descriptions should not be referenced.
**CERTIFICATE OF LIABILITY INSURANCE**

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**

**CERTIFICATE HOLDER**

**INSURED**

**INSURER(S) AFFORDING COVERAGE**

**CERTIFICATE NUMBER:**

**REVISION NUMBER:**

**COVERAGES**

**POLICY NUMBER**

**POLICY EFF:**

**POLICY EXP:**

**LIMITS**

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

All locations / operations.

**CERTIFICATE HOLDER**

Lawrence Livermore National Security, LLC and its members and affiliates and the U.S. Government

Lawrence Livermore National Laboratory

7000 East Avenue (L-650)

Livermore, CA 94550

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

**AUTHORIZED REPRESENTATIVE**

[Signature]
SAMPLE: GENERAL LIABILITY ADDITIONAL INSURED ENDORSEMENT

ENDORSEMENT

This endorsement, effective 12:01 A.M. XXXX forms a part of

policy No. GL XXXX issued to LAWRENCE LIVERMORE NATIONAL SECURITY, LLC

by XXXX

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - WHERE REQUIRED UNDER CONTRACT OR AGREEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SECTION II - WHO IS AN INSURED, is amended to include as an additional insured:

Any person or organization to whom you become obligated to include as an additional insured under this policy, as a result of any contract or agreement you enter into which requires you to furnish insurance to that person or organization of the type provided by this policy, but only with respect to liability arising out of your operations or premises owned by or rented to you.

However, the insurance provided will not exceed the lesser of:

- The coverage and/or limits of this policy, or
- The coverage and/or limits required by said contract or agreement.

Authorized Representative or
Countersignature (in States Where Applicable)
WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

<table>
<thead>
<tr>
<th>Name Of Person Or Organization:</th>
</tr>
</thead>
<tbody>
<tr>
<td>As required by written contract signed by both parties prior to loss</td>
</tr>
<tr>
<td>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</td>
</tr>
</tbody>
</table>

The following is added to Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.
BLANKET WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

This endorsement changes the policy to which it is attached effective on the inception date of the policy unless a different date is indicated below.

(The following “attaching clause” need be completed only when this endorsement is issued subsequent to preparation of the policy).

This endorsement, effective 12:01 AM XXXX forms a part of Policy No. WC XXXX

Issued to LAWRENCE LIVERMORE NATIONAL SECURITY, LLC

By XXXX

We have a right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against any person or organization with whom you have a written contract that requires you to obtain this agreement from us, as regards any work you perform for such person or organization.

The additional premium for this endorsement shall be XXXX of the total estimated workers compensation premium for this policy.

WC 04 03 51 (Ed. 11/00)  Countersigned by ____________________________  
Authorized Representative (Sample WC Waiver of Subrogation; 02/17/15)