

**ASEA/AFSCME Local 52 Health Benefits Trust  
Enrollment Election Appeals Policy**

In recognition of the fact that the process of enrollment will generate participant appeals of election choices, the Board of Trustees adopts this policy on Enrollment Election Appeals.

Appeals will be reviewed and decided by the Board of Trustees at the next regularly scheduled Board of Trustees meeting or Appeals Committee meeting following receipt of the Enrollment Election Appeal, provided that the written appeal is received by the Trust Administration Office at least 10 days prior to the meeting date. The Board of Trustees will consider each appeal separately on a facts-and-circumstances basis, and in consideration of the governing Internal Revenue Service rules relating to plan elections.

Enrollment election appeals must be submitted in writing to the Board of Trustees, in care of the ASEA/AFSCME Local 52 Health Benefits Trust Administrative Office, within 45 calendar days after the first payroll to which the enrollment applies. The Board of Trustees, after consideration of the appeal, will communicate its decision in writing to the participant no later than 30 days after the meeting in which the appeal is decided.

The Board of Trustees has the sole and exclusive authority to make decisions regarding enrollment appeals, and its decisions will be considered final pursuant to the authority granted by the governing Trust Agreement for the ASEA/AFSCME Local 52 Health Benefits Trust.

This Policy is adopted by the Board of Trustees at its meeting held on September 15, 2011, and is effective thereafter until amended, replaced, or revoked.

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*s/s Fred Brown*  
Fred Brown

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*s/s Michelle Lisper*  
Michelle Lisper

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*s/s Ben Creasy*  
Ben Creasy

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*s/s Chris Pace*  
Chris Pace

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*s/s Paul Kroenung*  
Paul Kroenung

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*s/s Michael Williams*  
Michael Williams