



PROCEDURE

Title: Campus Visit / Loss Control Recommendation Reports	Original Adoption: 18 April 2013
Approved by DMI BOD: 18 April 2013	Revised/Reviewed: 5 August 2015

DMI provides a variety of services to the Colleges that may be performed by outside sources (HSB, United Heartland, Travelers, AJG) or by DMI staff. Campus Visits may be routinely conducted to aid the College in addressing compliance and risk control issues. DMI's goal is to provide a "best practice" approach, communicating specific recommendations to the College. A written report containing specific risk-control recommendations to mitigate potential loss may be provided. The Campus Visit / Loss Control Recommendation Reports will be addressed and sent to the host staff from the College and copied to the local DMI Risk Manager Representative. Additional copies can be provided to any staff within the College as requested by the host and/or Risk Manager Representative. DMI's President and Risk & Loss Control Consultant will be copied on all Campus Visit / Loss Control Recommendation Reports. In addition, service providers may copy any parties as required by their organization.

The Campus Visit / Loss Control Recommendation Report may recommend specific action by - or feedback from - the College. The College will be requested to respond in writing to the report author within 60 days from the receipt of the report – copying DMI's President and Risk & Loss Control Consultant on their reply. If additional action is required from the College, DMI may elect to provide the original report to the respective Risk Manager's supervisor and/or College President for their review and action.