



Important **Coverage** Reminder to Members

MUSIC Social Engineering Requirements

Please Read!

Social Engineering Fraud is an intentional manipulation technique that tricks a school employee into paying or transferring money or securities to a cyber-fraudster. The employee believes the request is genuine and submitted by a person claiming to be a vendor, client, or an employee authorized to make the request. Social engineering is one of the most dangerous threats facing MUSIC members. A Social Engineering threat is preventable.

MUSIC will pay up to \$350,000 per Occurrence for a loss sustained by a member, providing they have performed an Official Authorization **subject to the following requirements:**

Before initiating a wire transfer or ACH payment, the MUSIC member **must** authenticate and verify the request by directly contacting the company or a trusted representative via a known and previously verified phone number. Do not reply directly to the original email or use any contact information, including email addresses, phone numbers, or names provided within the originating request. The verification phone call **must** be thoroughly documented and retained alongside all wire transfer or ACH payment records.

This protocol applies exclusively to situations where you receive an email indicating a wire transfer or ACH payment change.

Failure to perform an Official Authorization will void a member's insurance coverage in the event of a wrongful transfer under the carrier, Chubb's, Social Engineering policy guidelines.