



***Retirement and Insurance Service
Benefits Administration Letter***

Number: 02-207

Date: June 5, 2002

**Subject: Federal Employees' Group Life Insurance Program – Revision of SF 2822,
Request for Insurance**

What is the revision date?

The revised form is dated January 2002.

Why did OPM revise the form?

We revised the form to:

- Rewrite the instructions in plain language using the question and answer format.
- Update OFEGLI's address.
- Clarify the instructions for agencies.
- Allow agencies to indicate a fax or email address so that OFEGLI can send its approval/denial to the agency by fax or email.
- Eliminate the requirement that the employee sign the form in the presence of agency personnel.
- Add space for the employee's daytime phone number.
- Refine the list of medical questions the employee must answer to align them more closely with the medical questions the insurance company asks in its other group life insurance contracts.

*Civil Service
Retirement
System*

*Federal Employees'
Group Life
Insurance Program*

*Federal Employees
Health Benefits
Program*

*Federal Employees
Retirement
System*

*Long Term
Care Insurance
Program*

- Add “or other healthcare provider” after “physician” in the several places it appears on the form. Employees do not have to go to a physician for the physical. They can choose to visit any healthcare provider who performs physicals, such as a nurse practitioner.
- Make other minor changes to improve the form.

How do we order the form?

Because of its low usage, this form is available **in electronic format only**.

Is this new form available on the Internet?

Yes. You can download the revised form from the FEGLI web site (<http://www.opm.gov/insure/life>) in a PDF-fillable version.

Can we use previous editions?

No. You should discard all old editions since some information and OFEGLI’s address are not current.



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