

UOI's Travel Insurance Online Portal –Registration as UOB Staff Member Frequently Asked Questions

1 Why should I register as a UOB Staff Member?

Ans: Only upon successful registration as UOB Staff Member, you are then able to enjoy the staff discount for you and your family members.

This one-time registration allows you to enjoy:

- Exclusive UOB staff discount for you and your family members
- Consolidated view of all your past travel insurance transactions with UOB, UOB Travel Planners and UOI
- Make faster purchases as personal particulars are auto saved.

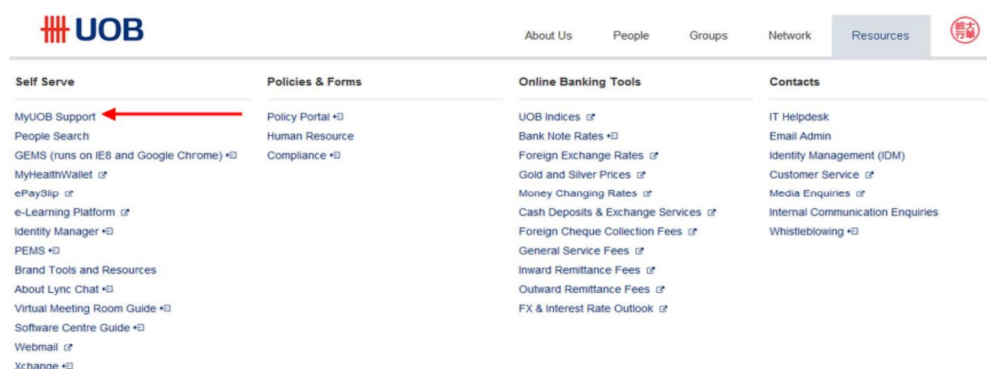
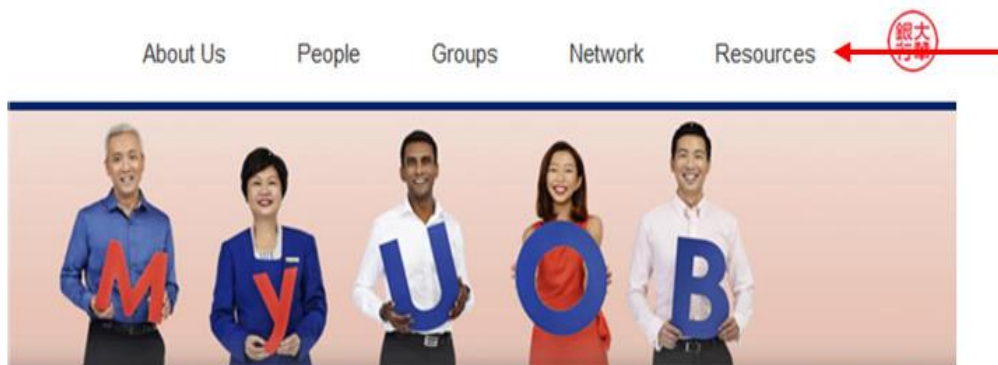
2. Can I add my family members as sub-members?

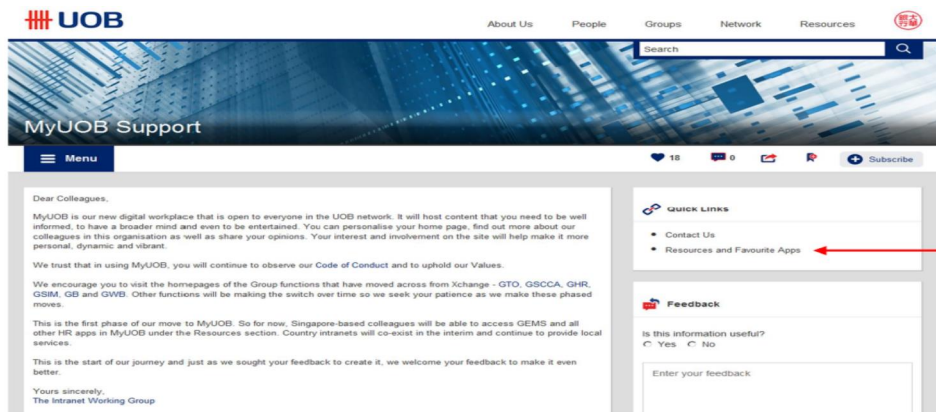
Ans: Yes, you can register your spouse, child or children and parent, including parent-in-law, as sub-members. The UOB staff discount will also be extended to them.

3. How do I register as UOB Staff Member so to enjoy the staff discount?

Ans: You can start the process by clicking %Register Now+or %Register & Buy Now+button from the email sent out by UOI.

Alternatively, you may visit %MyUOB+to start the registration as UOB Staff Member.





[GRC System](#)

[Mobile Soft Token](#)

[Report2Web V4 \(Production\)](#)

[Travel Insurance Portal](#) 

[Library](#)

[ATM & Branch Locator](#)

[Webmail](#)

[Xchange](#)

4. Must I save this email for subsequent purchase of travel insurance?

Ans: Not necessary. Once you have registered as a UOB Staff Member, you can simply sign in to the UOI Travel Insurance Online Portal (link also available from uob.com.sg) anytime, anywhere to purchase. Remember to sign in using the profiles you have created previously.

5. Can I use my personal email address for UOB Staff Member registration?

Ans: Yes you can as long as you are employed by UOB Group at the time of registration and at the time of purchase of Travel Insurance.

6. What should I do if I forgot my email address for signing in or password?

Ans: You can contact UOI at 6222 7737 during office hours to check on your email address which you had used to register.

As for the password, please click [Forgot your Password?](#) and an email will be sent to your email box. Please follow the instruction stated in the email to continue.

7. Can I buy Travel Insurance for my spouse or child and still enjoy the UOB staff discount even if I am not travelling with them?

Ans: Yes provided you have registered them as sub-members in your account. Please select the sub-member(s) who is/are travelling in the Applicant/ Insured Person 1.

8. Do I need to inform UOI if there is a change of my or my sub-member's particulars?
Ans: Not necessary.
Go to 'Manage Profile' after you have signed in to make the necessary change you required.
9. What if the prevailing promotion discount is higher than the UOB staff discount? Do I still need to sign in to my account to buy the Travel Insurance?
Ans: In the event the prevailing promotion discount is higher than UOB staff discount, the higher discount percentage will take effect. It is strongly advisable for staff to check the premium quoted before proceeding to make payment.

Yes, it is advisable to sign in to your account to make the purchase as such transaction will be reflected on your transaction history.
10. What if I no longer working with the UOB Group at the time of purchase of the Travel Insurance?
Ans: Please inform UOI accordingly. UOI reserves the right to recover the difference in the insurance premium from the travel insurance purchased if you are no longer eligible for UOB staff discount benefit.
11. Who can I contact if I need help in the registration process?
Ans: Please contact UOI during its business hours.
UOI's business hours
Monday to Thursday 8:45am to 5:45pm
Friday 8:45am to 4:45pm
Closed on weekends and public holidays.

Alternatively, you may send your enquiry to UOI-Connect@uoi.com.sg