



# Policy for County Cricket Boards Associations and Leagues



Exclusively arranged by Marshall Wooldridge Ltd



Underwritten by **Allianz** 



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## Introduction

Thank you for choosing Allianz Insurance plc.

We are one of the largest general insurers in the UK and part of the Allianz Group, one of the world's foremost financial services providers.

With Allianz Insurance plc, you can be confident that you're insured by a company which is relentless in its commitment to protecting and serving you.

If you need to make a claim you will be in safe hands. Our professionally trained staff aim to treat you, as you would expect, both promptly and fairly.

Should you need further details or have any questions your insurance advisor Marshall Wooldridge will be delighted to help.

### Important

**This document provides details of your Policy and the terms and conditions that apply.**

**Please read it carefully.**

Your **Policy** is made up of several parts which must be read together as they form your contract. Please take time to read all parts of the **Policy** to make sure they meet your needs and that you understand the terms, exclusions and conditions. If there is anything you do not understand, please let Marshall Wooldridge know; - they will be pleased to help.

The parts of the **Policy** which form your contract of insurance with Allianz Insurance plc are:

- the Introduction
- the ExtraCover Insurance Scheme for County Cricket Boards, Associations and Leagues Insurance Application being the proposal/presentation of the risk supplied by you or on your behalf
- the Insuring Clause; the **Policy** Definitions; the **Policy** Conditions and **Policy** Exclusions, all of which apply to all **Sections** of the **Policy**
- the **Sections** of cover selected by you (as shown on the **Schedule**)
- the Exclusions and Conditions which apply to the **Sections** selected by you
- the **Schedule**, which includes all clauses applied to the **Policy** while the **Policy** is in force
- the security requirements.

Cover is only operative if stated in the **Schedule**

Any word or expression in the **Policy** which has a specific meaning has the same meaning wherever it appears in the **Policy**, unless stated otherwise.

# Insuring Clause

In consideration of payment of the premium the **Insurer** will indemnify or otherwise compensate the **Insured** against loss, destruction, damage, **Injury** or liability (as described in and subject to the terms, conditions, limits and exclusions of this **Policy** or any **Section** of it) occurring or arising in connection with the **Business** during the **Period of Insurance** or any subsequent period for which the **Insurer** agrees to accept a renewal premium

For Allianz Insurance plc

A handwritten signature in black ink that reads "Jonathan Dye". The signature is written in a cursive style with a large initial 'J'.

Jonathan Dye

Chief Executive

# Policy Definitions

The following definitions apply to this **Policy** (unless amended by **Section** Definitions) and are denoted by **bold type** throughout this **Policy**.

## Building(s)

Buildings belonging to the **Insured** or for which they are responsible at the Premises, including

- tenants' improvements, landlord's fixtures and fittings, walls, gates and fences and in so far as they are not otherwise insured and for which the **Insured** is responsible
- fixed glass and sanitaryware
- small outside buildings, annexes, gangways, conveniences and other small structures
- extensions communicating with the buildings
- roads, car parks, yards, paved areas, pavements, footpaths, grounds and playing areas.
- security cameras and lights, external lighting, floodlighting and lighting standards
- fixed fuel oil tanks and fixed diesel tanks, piping, ducting, cables, wires and associated control gears and accessories extending to the public mains

## Business

The **Business** Description stated in the **Schedule**

## Damage/Damaged

Accidental loss or destruction of or damage to Property **Insured**.

## Endorsement

Any variation or addition to the terms of this **Policy**.

## Excess

The first part of each and every claim, for which the **Insured** is responsible

## Office Contents

Machinery, plant, all other contents and stock belonging to the **Insured** or held by the **Insured** in trust and for which the **Insured** are responsible (other than landlord's fixtures and fittings and other Property specifically described in the **Schedule**) whilst in or on the

## Buildings, including

- alterations and decorations
- fixed glass and sanitaryware
- contents in the open yards
- Money, for an amount not exceeding £1,000 in total
- deeds, documents, manuscripts and business books, but only for the cost of the materials and clerical labour expended in reproducing such records
- computer systems records, but only for the cost of the materials and of clerical labour and computer time expended in reproducing such records, for an amount not exceeding £25,000 in total
- patterns, models, moulds, plans or designs and in so far as they are not otherwise insured
- employees', directors' and visitors' personal effects of every description (other than motor vehicles), for an amount not exceeding £500 for any one person.

## Goods

Goods belonging to the **Insured** or held by the **Insured** in trust and for which the **Insured** are responsible

## Insured

The officers, committee and other bona fide members of the County Cricket Board, Association or League named and shown in the **Schedule**

## Insurer

Allianz Insurance plc

**Member**

Any official, trustee, committee member or other bona fide member of the County Cricket Board, Association or League named and shown in the **Schedule**

**Money**

Cash, bank and currency notes, , telephone cards, cheques, crossed bankers drafts, postal orders, luncheon vouchers, current postage stamps, trading stamps, National Insurance stamps, Holiday with Pay stamps, National Savings stamps, National Savings certificates, Premium Bonds, credit sales vouchers or receipts, VAT purchase invoices, unexpired units in franking machines, gift tokens and consumer redemption vouchers belonging to the **Insured** or for which the **Insured** are responsible.

**Period of Insurance**

The period from the Effective Date to the Renewal Date as shown in the **Schedule**

**Policy**

The contract of insurance formed of the documents described in the Introduction

**Premises**

The address stated in the **Schedule**

**Property/Property Insured**

**Buildings, Office Contents** and other items shown and/or described in the **Schedule**

The **Insurer** agrees to accept the heading under which any **Property** or other item has been entered in the books of the **Insured**.

**Schedule**

The part of this **Policy** that details information forming part of this contract of insurance and that shows the **Sections** of this **Policy** that are operative

**Section/Sections/Additional Covers**

The parts of this **Policy** that detail the insurance cover provided by this **Policy**

**Stock**

All Stock and materials in trade belonging to the **Insured** or held by the **Insured** in trust and for which the **Insured** are responsible, whilst in the **Buildings** or in the open yards

**Sum Insured**

The maximum amount the **Insurer** will pay for each item insured under any **Section**

**Terrorism**

An act of **Terrorism** means an act, including but not limited to the use of force or violence and/or the threat thereof, of any person or group(s) or persons, whether acting alone or on behalf of or in connection with any organisation(s) or government(s), committed for political, religious, ideological or similar purposes including the intention to influence any government and/or to put the public or any **Section** of the public in fear

**Total Sum Insured**

The total amount payable by the **Insurer** under any **Section**

**Transit**

Carrying **Goods** in connection with the **Business** by any means of transit including loading and unloading **Goods**

**United Kingdom**

Great Britain, Northern Ireland, the Isle of Man and the Channel Islands

**Vehicle**

Any vehicle owned or operated by any authorised **Member** or **Employee** of the **Insured**

# Policy Conditions

Applicable to the Policy unless stated to the contrary under the conditions in the Sections

## 1 Fair Presentation of the Risk

- a The **Insured** must make a fair presentation of the risk to the **Insurer** at inception, renewal and variation of the **Policy**.
- b The **Insurer** may avoid the **Policy** and refuse to pay any claims where any failure to make a fair presentation is:
  - i deliberate or reckless; or
  - ii of such other nature that, if the **Insured** had made a fair presentation, the **Insurer** would not have issued the **Policy**.The **Insurer** will return the premium paid by the **Insured** unless the failure to make a fair presentation is deliberate or reckless.
- c If the **Insurer** would have issued the **Policy** on different terms had the **Insured** made a fair presentation, the **Insurer** will not avoid the **Policy** (except where the failure is deliberate or reckless) but the **Insurer** may instead:
  - i reduce proportionately the amount paid or payable on any claim, the proportion for which the **Insurer** is liable being calculated by comparing the premium actually charged as a percentage of the premium which the **Insurer** would have charged had the **Insured** made a fair presentation; and/or
  - ii treat the **Policy** as if it had included such additional terms (other than those requiring payment of premium) as the **Insurer** would have imposed had the **Insured** made a fair presentation.

For the purposes of this condition references to:

- a avoiding a **Policy** means treating the **Policy** as if it had not existed from the inception date (where the failure to make a fair presentation of the risk occurs before or at the inception of the **Policy**), the renewal date (where the failure occurs at renewal of the **Policy**), or the variation date (where the failure occurs when the **Policy** is varied);
- b refunds of premium should be treated as refunds of premium back to the inception date, renewal date or variation date as the context requires;
- c issuing a **Policy** should be treated as references to issuing the **Policy** at inception, renewing or varying the **Policy** as the context requires;
- d premium should be treated as the premium payable for the particular contract of insurance which is subject to this condition (where there is more than one contract of insurance).

## 2 Reasonable Precautions

The **Insured** shall take all reasonable precautions to prevent accidents and any **Injury**, or **Damage** and shall take all reasonable steps to observe and comply with statutory or local authority laws, obligations and requirements

## 3 Claims – Action by the Insured

The **Insured** shall in the event of any **Injury**, **Damage** or consequential loss as a result of which a claim is or may be made under this **Policy** or any **Section** of it, and again upon receipt by the **Insured** in writing of any notice of any claim or legal proceeding,

- a notify the **Insurer** as soon as reasonably possible
- b notify the **Insurer** immediately upon being advised of any prosecution, inquest or enquiry connected with any **Injury**, **Damage** or consequential loss which may form the subject of a claim under this **Policy**
- c notify the police as soon as it becomes evident that any **Damage** has been caused by theft or malicious persons
- d pass immediately, and unacknowledged, any letter of claim to the **Insurer**
- e carry out and permit to be taken any action which may be reasonably practicable to prevent further **Damage** or consequential loss
- f retain unaltered and un-repaired anything in any way connected with the **Injury**, **Damage** or consequential loss for as long as the **Insurer** may reasonably require
- g furnish with all reasonable despatch at the **Insured's** expense such further particulars and information as the **Insurer** may reasonably require
- h make available at the **Insured's** expense any documents required by the **Insurer** with regard to any letter of claim
- i not pay or offer or agree to pay any money or make any admission of liability without the previous consent of the **Insurer**
- j allow the **Insurer** in the name of and on behalf of the **Insured** to take over and, during such periods as the **Insurer** thinks proper, to have the absolute conduct and control of all negotiations and proceedings which may arise in respect of any claim and the settlement thereof and co-operate fully with the **Insurer** for that purpose.



- k** The **Insured Person** must at the **Insurer's** request provide a medical examination report in respect of any Accidental Bodily **Injury** where the **Insured** requires the **Insurer** to consider a claim under this **Policy** for which the **Insurer** will pay the cost of the medical examination fee.
- l** The **Insured** must ensure that as soon as possible after the occurrence of any Accidental Bodily **Injury** the **Insured Person** obtains and follows the advice of a registered medical practitioner. The **Insurer** will not be liable for any bodily **Injury** or medical condition which is worsened or prolonged or any other consequence which arises as a result of the **Insured Person's** failure to obtain and follow such advice and to use such treatments and remedies or appliances as may be prescribed.
- m** In the event of the Death of an **Insured Person** the **Insurer** will be entitled to have a post-mortem examination carried out at its expense.

No claim under this **Policy** shall be payable unless the terms of this **Policy** Condition have been complied with and any payment on account of a claim already made shall be repaid to the **Insurer**.

#### **4 Claims – The Rights of the Insurer**

In respect of **Damage** for which a claim is made, the **Insurer** and any person authorised by the **Insurer** may without incurring any liability or diminishing any of the **Insurer's** rights in respect of the cover under this **Policy**, enter, take or keep possession of the Premises where such **Damage** has occurred, and take possession of or require to be delivered to the **Insurer** any **Property Insured** and to deal with such **Property** for all reasonable purposes and in any reasonable manner.

No **Property** may be abandoned to the **Insurer**, whether taken possession of by the **Insurer** or not.

The **Insurer** will not pay for any claim unless the terms of this **Policy** Condition have been complied with.

#### **5 Cancellation**

Other than where Policy Condition 6 Fraud applies the **Insurer** may cancel this **Policy** by giving the **Insured** thirty (30) days' notice in writing sent to their last known address. The **Insured** will be entitled to a proportionate return of the premium in respect of the unexpired **Period of Insurance**. The amount of premium to be refunded under this condition will be reduced by all unpaid premiums or unpaid premium instalments due.

#### **6 Fraud**

If the **Insured** or anyone acting on the **Insured's** behalf:

- a** makes any false or fraudulent claim;
- b** makes any exaggerated claim;
- c** supports a claim by false or fraudulent documents, devices or statements (whether or not the claim is itself genuine);
- d** makes a claim for loss or damage which the **Insured** or anyone acting on the **Insured's** behalf deliberately caused, the **Insurer** will:
  - i** refuse to pay the whole of the claim; and
  - ii** recover from the **Insured** any sums that it has already paid in respect of the claim.

The **Insurer** may also notify the **Insured** that it will be treating the **Policy** as having terminated with effect from the date of the earliest of any of the acts set out in sub-clauses **a – d** above. In that event, the **Insured** will:

- a** have no cover under the **Policy** from the date of the termination; and
- b** not be entitled to any refund of premium.

#### **7 Subrogation**

Any claimant under this **Policy** shall, at the **Insurer's** request and expense, take or permit to be taken all necessary steps for enforcing rights against any other party in the name of the **Insured**, before or after the **Insurer** makes any payment.

The **Insurer** agrees to waive any such rights to which the **Insurer** might become entitled by subrogation against any company standing in relation of parent to subsidiary (or subsidiary to parent) to the **Insured** or against any company which is a subsidiary of a parent company of which the **Insured** are themselves a subsidiary, in each case within the meaning of the Companies Act or Companies (Northern Ireland) Order current at the time of the **Damage**.

## 8 Arbitration

If any difference arises as to the amount to be paid under this **Policy** (liability being otherwise admitted by the **Insurer**), such difference shall be referred to an arbitrator to be appointed by the **Insured** and the **Insurer** in accordance with statutory provisions.

Where any difference is referred to arbitration in accordance with this condition, the making of an award shall be a condition precedent to any right of action against the **Insurer**.

## 9 Law Applicable

Unless agreed otherwise by the **Insurer**

- a the language of the **Policy** and all communications relating to it will be English; and
- b all aspects of the **Policy** including negotiation and performance are subject to English law and the decisions of English courts.

## 10 Rights of Parties

A person or company who was not a party to this **Policy** has no right under the Contracts (Rights of Third Parties) Act 1999 or any subsequent legislation to enforce any term of this **Policy** but this does not affect any right or remedy of a third party which exists or is available apart from such Act.

## 11 Non Invalidation

This **Policy** shall not be invalidated by

- a any act or omission or by any alteration unknown to or beyond the control of the **Insured** by which the risk of **Damage** is increased, provided that the **Insured** shall give notice to the **Insurer** (and pay an additional premium if required) immediately they become aware of such act, omission or alteration
- b workmen on the Premises carrying out repairs, general maintenance work or minor structural or other alterations.

## 12 Discharge of Liability

The **Insurer** may at any time pay to the **Insured** in connection with any claim or series of claims

**A** the Limit of Indemnity

or

**B** the **Sum Insured**

or

**C** a lesser amount for which such claim or claims can be settled after deduction of any sums already paid.

Upon such payment the **Insurer** shall relinquish the conduct and control of and be under no further liability in respect of such claim or claims except for costs and expenses which the **Insurer** have already agreed to bear incurred prior to the date of such payment.

## 13 Loss Reduction Conditions

If the **Insured** does not comply with any part of any condition which makes payment of a claim conditional upon compliance with it (a condition precedent), the **Insurer** will not pay for any claim, except that where the condition concerned:

- a operates only in connection with particular premises or locations, the **Insurer** will pay for claims arising out of an event occurring at other premises or locations which are not specified in the condition;
- b operates only at particular times, the **Insurer** will pay for any claim where the **Insured** shows on the balance of probabilities that its non-compliance with the condition did not cause or contribute to the injury, loss, damage or liability which occurred;
- c would, if complied with, tend to reduce particular types of injury, loss, damage or, as the context may require liability, the **Insurer** will pay for any claim where the **Insured** shows on the balance of probabilities that its non-compliance with the condition did not cause or contribute to the injury, loss, damage or liability which occurred.

## 14 Minimum Level of Security

### Protections

The **Insured** must

- a ensure that all security protections in force at the **Premises** at the inception of this **Policy** or subsequently as stipulated by or agreed by the **Insurer** shall be in full operation securing the **Premises** whenever the **Premises** are left unattended
- b remove all keys including duplicate keys relative to the security of the **Premises** from the locks

# Policy Exclusions

## Applicable unless stated to the contrary

This **Policy** does not cover

### 1 Territorial Limits

**Damage, Injury** or liability arising out of any occurrence outside the **United Kingdom**, except where stated to the contrary.

### 2 War (Not applicable to Employers' Liability or Personal Accident)

**Damage, Death, Injury**, disablement or liability or any consequential loss occasioned by war, invasion, act of foreign enemy, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection or military or usurped power.

### 3 Radioactive Contamination

**Damage** to any **Property** whatsoever or any loss or expense whatsoever resulting or arising therefrom, or any consequential loss or any legal liability of whatsoever nature directly or indirectly caused by or contributed to by or arising from

- a ionising radiations or **Contamination** by radioactivity from any nuclear fuel or from any nuclear waste from the combustion of nuclear fuel
- b the radioactive, toxic, explosive or other hazardous or contaminating properties of any nuclear installation, reactor or other explosive nuclear assembly or nuclear component thereof
- c any weapon or other device utilizing radioactive material and/or matter and/or ionising radiation and/or atomic or nuclear fission and/or fusion or other like reaction
- d the radioactive, toxic, explosive or other hazardous or contaminating properties of any radioactive matter.

Exclusions a. and b. do not apply to Employers' Liability other than in respect of

- i the liability of any principal
- ii liability assumed by the **Insured** under a contract or agreement which would not have attached in the absence of such contract or agreement

Exclusions c. and d. do not apply to Employers' Liability, Public and Products Liability or Personal Accident

### 4 Cyber Event (Not applicable to Terrorism, Employers' Liability, Public Liability, Products Liability, Aviation Products Liability, Professional Indemnity, Computer, Engineering Machinery Damage, Engineering – Business Interruption, Directors and Officers, Accident, Business Travel or Commercial Legal Expenses or Cyber Sections).

- a Damage to, loss, destruction, distortion, erasure, corruption, alteration, theft or other dishonest, criminal, fraudulent or unauthorised manipulation of **Electronic and digital data** from any cause whatsoever (including, but not limited, to **Computer attack**) or loss of use, reduction in functionality, loss, cost, expense and/or fee of whatsoever nature resulting therefrom, regardless of any other cause or event contributing concurrently or in any other sequence to the loss or damage.
- b However, in the event that an insured event excluding riot, civil commotion, strikers, locked out workers, persons taking part in labour disturbances or civil commotion or malicious persons results from any of the matters described in A. above, this Policy, subject to all its terms, provisions, conditions, exclusions and limitations, will cover a direct physical damage and/or a consequential loss therefrom occurring during the **Policy** period to property insured by this **Policy** directly caused by such insured event to the extent covered and not otherwise excluded under this **Policy**.

For the purposes of this Exclusion

**Electronic and digital data** means data of any kind including, but not limited to, facts, concepts, or other information in a form useable by computers or other electronic or electromagnetic data processing equipment. **Electronic and digital data** shall also include computer software and all other coded instructions for the processing or manipulation of data on any equipment.

**Computer attack** means any malicious direction of network traffic, introduction of malicious computer code, or other malicious attack directed at, occurring within, or utilising the computer system or network of whatsoever nature.

## 5 Computer Date Exclusion

**Damage** or liability directly or indirectly caused by or consisting of or arising from the failure of any computer or other equipment or system for processing, storing or retrieving data, whether the **Property** of the **Insured** or not, to achieve any or all of the purposes and consequential effects intended by the use of any number to denote a date including the failure

- a correctly to recognise any date as its true calendar date
- b to recognise, capture, save, retain, restore and/or correctly to manipulate, interpret, calculate or process any data or information or command or instruction as a result of treating any date otherwise than as its true calendar date
- c to recognise, capture, save, retain, restore and/or correctly to manipulate, interpret, calculate or process any data or information as a result of the operation of any command which has been programmed into any computer software or firmware, being a command which causes the loss of data or the inability to recognise, capture, save, retain, restore or correctly to manipulate, interpret, calculate or process any data on or after any date.

but the **Insurer** will pay for any subsequent **Damage** which is not otherwise excluded and which itself results from a **Specified Event** insured under **Section 1** Property Damage.

## 6 Excess

The amount of any **Excess** specified in the **Schedule**.

## 7 Terrorism (Not applicable to Employers Liability, Public and Products Liability or Personal Accident)

- a in respect of England, Wales and Scotland but not the territorial seas adjacent thereto as defined in the Territorial Sea Act 1987: **Damage** or consequential loss of whatsoever nature, directly or indirectly caused by, resulting from or in connection with
  - i any **Act of Terrorism**, regardless of any other cause or event contributing concurrently or in any other sequence to such **Act of Terrorism**
  - ii any action taken in controlling, preventing or suppressing any **Act of Terrorism**, or in any other way related to such **Act of Terrorism**

In respect of a above an **Act of Terrorism (Terrorism)** means:-

Acts of persons acting on behalf of, or in connection with, any organisation which carries out activities directed towards the overthrowing or influencing, by force or violence, of Her Majesty's government in the **United Kingdom** or any other government de jure or de facto.

- b in respect of territories other than those stated in a above loss or destruction or **Damage** or any consequential loss of whatsoever nature, directly or indirectly caused by, resulting from or in connection with
  - i any act of **Terrorism**, regardless of any other cause or **Event** contributing concurrently or in any other sequence to such act of **Terrorism**
  - ii any action taken in controlling, preventing or suppressing any act of **Terrorism**, or in any way related to such act of **Terrorism**

In respect of b above an act of **Terrorism (Terrorism)** means:-

An act, including but not limited to the use of force or violence and/or the threat thereof, of any person or group(s) of persons whether acting alone or on behalf of or in connection with any organisation(s) or government(s), committed for political, religious, ideological or similar purposes including the intention to influence any government and/or put the public or any **Section** of the public in fear.

In any action suit or other proceedings where the **Insurer** alleges that by reason of this exclusion any loss or destruction or **Damage** or any consequential loss is not covered, the burden of proving to the contrary shall be upon the **Insured**.

In the event any part of this exclusion is found to be invalid or unenforceable, the remainder shall remain in force and effect.

# Section 1 – Property Damage

## Definitions

### Premises

The **Buildings** at the address or addresses shown in the **Schedule**, including their grounds, all within the boundaries for which the **Insured** are responsible and being, unless more specifically described in the **Schedule**, occupied solely by the **Insured** for the purpose of the **Business**.

### Specified Events

Fire, lightning, explosion, aircraft or other aerial devices or articles dropped from them, riot, civil commotion, strikers, locked-out workers, persons taking part in labour disturbances, malicious persons other than thieves, earthquake, storm, flood, escape of water from any tank apparatus or pipe or impact by any road vehicle or animal.

## Cover

The **Insurer** will pay the **Insured** for **Damage to Property Insured** at the **Premises** shown in the **Schedule** excluding

### 1 **Damage** caused by or consisting of

- a inherent vice, latent defect, gradual deterioration, wear and tear, frost, change in water table level, its own faulty or defective design or materials
- b the bursting of any boiler (not being a boiler used for domestic purposes only), economiser, other vessel machine or apparatus belonging to the **Insured** or under the control of the **Insured** in which internal pressure is due to steam only
- c pressure waves caused by aircraft or other aerial devices travelling at sonic or supersonic speeds

but the **Insurer** will pay for subsequent **Damage** which itself results from a cause not otherwise excluded

- d faulty or defective workmanship by the **Insured** or any **Employee** of the **Insured**
- e operational error or omission by the **Insured** or any **Employee** of the **Insured**

but the **Insurer** will pay for

- i such **Damage** not otherwise excluded which itself results from a **Specified Event**
- ii subsequent **Damage** which itself results from a cause not otherwise excluded
- f acts of fraud or dishonesty by any officer, **Member** or **Employee** of the **Insured**

but the **Insurer** will pay for such **Damage** not otherwise excluded which itself results from a **Specified Event**

### 2 **Damage** caused by or consisting of

- a corrosion, rust, wet or dry rot, shrinkage, evaporation, loss of weight, dampness, dryness, marring, scratching, vermin or insects
- b change in temperature, colour, flavour, texture or finish
- c theft or attempted theft
  - i which does not involve entry to or exit from a building by forcible and violent means or hold-up by violence or threat of violence to the **Insured** or any **Member** or **Employee** of the **Insured** or members of their families or any other person who has a legal right to be on the **Premises**
  - ii to **Property** in the open or in open sided or fronted **Buildings**
  - iii expedited or in any way brought about by the **Insured** or any **Member** or **Employee** of the **Insured** or any other person who has a legal right to be on the **Premises**

or **Damage** consisting of

- d joint leakage, failure of welds, cracking, fracturing, collapse or overheating of boilers, economisers, super-heaters, pressure vessels or any range of steam and feed piping connected to them
- e mechanical or electrical breakdown or derangement in respect of the particular machine, apparatus or derangement originates

but the **Insurer** will pay for

- i such **Damage** not otherwise excluded which itself results from a **Specified Event** or from any other accidental loss, destruction or damage
- ii subsequent **Damage** which itself results from a cause not otherwise excluded

### 3 loss, destruction or damage caused by pollution or contamination, but the **Insurer** will pay for destruction or damage to the **Property Insured** not otherwise excluded, caused by

- a pollution or contamination which itself results from a **Specified Event**
- b any **Specified Event** which itself results from pollution or contamination

- 4 Damage** caused by or consisting of
- a** subsidence, ground heave or landslip unless resulting from fire, explosion, earthquake or the escape of water from any tank, apparatus or pipe
  - b** normal settlement or bedding down of new structures
  - c** disappearance, unexplained or inventory shortage or the misfiling or misplacing of information
- 5** destruction of or damage to any building or structure caused by its own collapse or cracking, but the **Insurer** will pay for such destruction or damage resulting from a **Specified Event** in so far as it is not otherwise excluded
- 6 Damage** in respect of fences, gates and moveable **Property** in the open caused by wind, rain, hail, sleet, snow or dust
- 7 Damage** to any **Property**
- a** caused by fire, resulting from its undergoing any heating process or process involving the application of heat
  - b** resulting from its undergoing any process of production, packing, treatment, testing, commissioning, service or repair, but the **Insurer** will pay for such **Damage** caused by fire or explosion.
- 8 Damage** in respect of
- a** jewellery, precious stones or precious metals, bullion, furs, curiosities, works of art or rare books
  - b Property in Transit**
  - c** glass (other than fixed glass), sanitaryware (other than fixed sanitaryware), china, earthenware, marble or other fragile or brittle objects
  - d** Money, bonds or securities of any description
- but the **Insurer** will pay for such **Damage** caused by a **Specified Event** in so far as it is not excluded.
- 9 Damage** to
- a** vehicles licensed for road use (including accessories on them), caravans, trailers, railway locomotives, rolling stock, watercraft or aircraft
  - b Property** or structures in course of construction or erection and materials or supplies in connection with all such **Property** or structures
  - c** land, roads, pavements, piers, jetties, bridges, culverts or excavations
  - d** livestock, growing crops or trees
- but the **Insurer** will pay for such **Property** specifically described in the **Schedule**
- 10 Damage** caused by electrical or magnetic disturbance or erasure of electronic recordings of virus infected software
- 11 Property** which at the time of the happening of **Damage** is insured by or would but for the existence of this **Section** be insured by any marine policy or policies, but the **Insurer** will pay for any excess beyond the amount which would have been payable under such marine policy or policies had this **Section** not been effected.
- 12** any **Property** more specifically insured by or on behalf of the **Insured**.
- 13 Damage** to paintings, prints and works of art with a value in excess of £10,000 any one item unless specifically described in the **Schedule**.
- 14** consequential loss or damage of any kind or description
- 15** after the application of all other terms and conditions of this **Section** and the **Policy** including any Underinsurance (Average) Basis of Settlement Adjustment, and in respect of each separate **Premises**, the amount of any **Excess** Specified in the **Schedule**

## Basis of Settlement

- 1** The **Insurer** will pay the **Insured** the value of the **Property Insured** at the time of its **Damage**, or at the **Insurer's** option will reinstate or replace such **Property** or any part of such **Property**.
- 2** The **Insurer's** liability under each item is limited to the **Sum Insured**

## Automatic Reinstatement

In the absence of written notice by the **Insured** or the **Insurer**, in consideration of the **Sum Insured** not being reduced by the amount of any claim from the date of the **Damage**, the **Insured** will pay the appropriate additional premium due for the period from the date of the **Damage** to expiry of the **Period of Insurance**, but this shall not apply in respect of theft or attempted theft.

## Basis of Settlement Adjustments

In calculating the most the **Insurer** will pay for any one claim, adjustments shall be made in accordance with the following clauses.

### 1 Reinstatement

Subject to the following Special Conditions the basis upon which the amount payable in respect of **Property Insured** under this Section (other than **Stock** and Materials in Trade) is to be calculated shall be the reinstatement of the **Property** lost destroyed or damaged.

For this purpose "reinstatement" means:

- A** the rebuilding or replacement of **Property** lost or destroyed which, provided the **Insurer's** liability is not increased, may be carried out:
  - i** in any manner suitable to the requirements of the **Insured**
  - ii** upon another site
- B** the repair or restoration of **Property** damaged in either case to a condition equivalent to or substantially the same as but not better or more extensive than its condition when new.

#### Special Conditions

- 1** The **Insurer's** liability for the repair or restoration of **Property** damaged in part only shall not exceed the amount which would have been payable had such **Property** been wholly destroyed.
- 2** If at the time of reinstatement the sum representing 85% of the cost which would have been incurred in reinstatement if the whole of the **Property** covered by any Item subject to this clause exceeds the **Sum Insured** for that Item at the time of any **Damage**, the **Insurer's** liability shall not exceed the proportion of the amount of the **Damage** which the **Sum Insured** bears to the total cost of replacing the whole of such **Property** as calculated at the time of reinstatement.
- 3** No payment beyond the amount which would have been payable in the absence of this clause shall be made:
  - a** unless reinstatement commences and proceeds without unreasonable delay
  - b** until the cost of reinstatement shall have been actually incurred
  - c** if the **Property Insured** at the time of its loss destruction or **Damage** shall be insured by any other insurance effected by or on behalf of the **Insured** which is not upon the same basis of reinstatement.
- 4** All the terms and conditions of the **Policy** shall apply:
  - a** to any claim payable under the provisions of this clause except where they are expressly varied by its terms
  - b** where there is a claim to which the provisions of this clause do not apply.
- 5** This basis of settlement does not apply to motor **vehicles** or their accessories.

### 2 Contribution and Average

If at the time of **Damage** any other insurance has been effected by or on behalf of the **Insured** covering any of the **Property** damaged, the **Insurer's** liability under this **Section** shall be limited to the **Insurer's** rateable proportion of such **Damage**.

If such other insurance is subject to Average (Underinsurance), this **Section** if not already subject to Average shall be subject to Average in like manner.

If such other insurance is subject to any provision which excludes it from ranking concurrently with this **Section**, either in whole or in part, or from contributing rateably, the liability of the **Insurer** under this **Section** shall be limited to that proportion of the **Damage** which the **Sum Insured** for this **Section** bears to the value of the **Property**.

### 3 Public Authorities

Subject to the Public Authorities Special Conditions set out below, cover for **Buildings** and **General Contents** includes an amount in respect of any additional cost of reinstatement which is incurred solely by reason of the necessity to comply with building or other regulations under or framed in pursuance of any Act of Parliament, with bye-laws of any public authority or to comply with the stipulations of European Union legislation, in consequence of **Damage**, excluding

- a** the cost incurred in complying with such regulations, bye-laws or stipulations
  - i** in respect of **Damage** occurring prior to the granting of this cover
  - ii** in respect of **Damage** not insured by this **Section**
  - iii** under which notice has been served upon the **Insured** before the date of the **Damage**
  - iv** in respect of undamaged **Property** or undamaged portions of **Property**, other than foundations (unless specifically excluded) of that portion of the **Property Damaged**
- b** the additional cost that would have been required to make good the **Property Damaged** to a condition equal to its condition when new, had the necessity to comply with such regulations, byelaws or stipulations not arisen
- c** the amount of any charge or assessment arising out of capital appreciation, which may be payable in respect of the **Property**, by reason of compliance with any such regulations, bye-laws or stipulations.

#### 4 Public Authorities Special Conditions

- a The work of reinstatement must be commenced and carried out without unreasonable delay and in any case must be completed within twelve (12) months after the **Damage**, or within such further time as the **Insurer** may allow, and may be carried out upon another site (if such regulations, byelaws or stipulations so necessitate), subject to there being no resulting increase in the liability of the **Insurer**.
- b If the liability of the **Insurer** is reduced by the application of any of the terms and conditions of this **Section** or the **Policy** (other than as a result of this clause), the liability of the **Insurer** under this clause will be reduced in proportion.
- c All the terms and conditions of this **Section** and the **Policy** shall apply to any claim payable under the provisions of this clause, other than where they are expressly varied by the terms of this clause.

#### 5 Services

Cover includes telephone, gas, water and electric instruments, meters, piping, cabling and the like and their accessories, including similar property in adjoining yards or roadways or underground, all pertaining to **Buildings** or **General Contents** insured by this **Section**, being the property of the **Insured** or for which the **Insured** are responsible.

#### 6 Alterations and Additions

To the extent that they are not otherwise insured, **Buildings** and **General Contents** items include

- a alterations, additions and improvements (but not appreciation in value in excess of **Sums Insured**) to **Buildings**, machinery and plant
- b any newly acquired or newly erected **Buildings**, machinery or plant within the **United Kingdom**, for no more than 10% of the **Sum Insured** for each item covered, or £250,000 in total, whichever is the less, at any one **Premises** or at any one newly acquired address elsewhere than at the **Premises**, provided that the **Insured** shall give details of such alterations and additions to the **Insurer** within ninety (90) days of the commencement date of the **Insured's** responsibility, effect specific cover retrospective to such date and pay the appropriate additional premium.

#### 7 Professional Fees

Sums insured and/or Declared Values for **Buildings** and **General Contents** include an amount in respect of architects', surveyors', legal and consulting engineers' fees, other than where an item covering such fees is specifically described in the **Schedule**.

Cover applies only to those fees necessarily and reasonably incurred in consequence of **Damage**, in the reinstatement or repair of **Property Insured**.

#### 8 Removal of Debris Costs

Sums insured and/or Declared Values for **Buildings**, **General Contents** and **Stock** include an amount in respect of removal of debris costs, other than where an item covering such costs is specifically described in the **Schedule**.

Cover applies only to those costs necessarily and reasonably incurred in consequence of **Damage**, in

- a removing debris
- b dismantling and demolishing
- c shoring up or propping
- d clearing, cleaning and/or repairing drains, gutters, sewers and the like for which the **Insured** are responsible.

The **Insurer** will not pay for any costs or expenses

- 1 incurred in removing debris other than from the site of such **Property Damage** and the area immediately adjacent to such site
- 2 arising from **Pollution or Contamination** of **Property** not insured by this **Section**.

#### 9 Temporary Removal

**Property Insured** (other than **Stock**) is covered whilst temporarily removed for cleaning, renovation, repair or similar purposes to any address elsewhere than at the **Premises**, including whilst in **Transit**, within the **United Kingdom**.

The **Insurer** will not pay for

- a such **Property** more specifically insured
- b **Damage to Vehicles** licensed for road use, in so far as they are insured by this **Section**, occurring elsewhere than at the **Premises** from which such **Vehicles** are removed
- c more than 10% of the **Sum Insured** for each item covered, for **Damage** occurring elsewhere than at the **Premises**.



## 10 Temporary Removal – Documents

If deeds and other documents (including stamps on them), manuscripts, plans and writings of every description, books and other business records are included in the **Property Insured**, such items are covered whilst temporarily removed to any address elsewhere than at the **Premises**, including whilst in **Transit** within the **United Kingdom**.

The **Insurer** will not pay for

- a such items more specifically insured
- b more than 10% of the figure stated within the definition of contents for computer systems records
- c more than 10% of the total value of such items.

## 11 Contract Price

In respect only of **Goods** sold but not delivered, for which the **Insured** remain responsible under the terms of a contract of sale, where such contract of sale is cancelled following **Damage** by reason of its conditions, either wholly or to the extent of the **Damage**, cover will be based on the contract price.

For the purpose of this clause the value of all **Goods** to which this basis of settlement could apply in the event of **Damage** will also be ascertained on this basis.

## 12 Customers' Goods

If the **Insured** have represented to customers that they will accept responsibility for **Damage** to the **Goods** of customers or to **Goods** for which such customers may be legally responsible, the **Insurer** agrees that all such **Goods** in the **Premises** will be covered as **Stock** except in so far as they are more specifically insured.

## 13 Rent

Where an item covering rent is specifically described in the **Schedule**, cover applies only if a **Building** in respect of which rent is payable by or to the **Insured**, or any part of it, is unfit for occupation in consequence of **Damage**.

The **Insurer** will not pay for more than the proportion of the **Sum Insured** on rent that the period necessary for reinstatement bears to the term of rent covered.

## 14 Dismantling and Re-erection Costs

Cover includes the cost of dismantling, re-erection, fitting and fixing of **General Contents** following **Damage**.

## 15 Fixed Glass

Following **Damage** to fixed glass the **Insurer** will pay the cost of

- a any necessary temporary boarding-up of broken glass pending full replacement
- b replacing alarm foil, lettering, painting, embossing, silvering or other ornamental work on fixed glass
- c **Damage** to **General Contents** or **Stock** caused by broken fixed glass
- d **Damage** to framework caused by broken fixed glass
- e removing and re-fixing window fittings and other obstacles to replacing broken fixed glass.

The **Insurer** will not pay for

- 1 **Damage** existing prior to inception of this **Section**
- 2 The amount of the **Excess** stated in the **Schedule**

## 16 Fire Extinguishers and Sprinklers

The **Insurer** will pay the reasonable costs incurred by the **Insured** in re-filling fire extinguishers and replacing sprinkler heads, solely in consequence of **Damage**.

## 17 Metered Water

Cover includes additional metered water charges incurred by the **Insured** up to an amount of £10,000 any one **Period of Insurance**, in consequence of **Damage**, but the **Insurer** will not pay for such charges incurred in respect of any **Building** which is unoccupied.

The basis on which the amount payable is to be calculated will be the amount of the water charges for the period during which **Damage** occurs, less the charge paid by the **Insured** for the corresponding period in the preceding year, adjusted for changes in the water suppliers' charges and for variations affecting the water consumption of the **Insured** during the intervening period.

## 18 Exhibitions

**Property Insured** is covered whilst at any exhibition within the **United Kingdom**, including whilst in **Transit** to and from such exhibition.

The most the **Insurer** will pay in respect of any one exhibition is £10,000.

## 19 Trace and Access

In the event of **Damage** in consequence of escape of water or fuel oil from any tank, apparatus or pipe, the **Insurer** will pay costs necessarily and reasonably incurred by the **Insured** in locating the source of such **Damage**, and in the subsequent making good of **Damage** caused as a consequence of locating such source, up to an amount of £10,000 any one **Period of Insurance**.

## 20 Seventy Two Hours Clause

**Damage** occurring within 72 consecutive hours of and arising from the **Specified Events** of storm or flood is deemed to be one claim. The **Insured** have the right to select the moment from which the 72-hour period shall be deemed to have commenced within the terms of this **Section**, provided that such **Damage** occurred prior to expiry of the **Period of Insurance**.

## 21 Interested Parties

The **Insurer** agrees

- a that without prejudice to rights and liabilities of the **Insured** or the **Insurer**, if at the time of **Damage** the **Insured** have contracted to sell their interest in any **Building** covered, and the purchase has not been but shall afterwards be completed, the purchasers on completion of the purchase shall be entitled to benefit under this **Section** until completion, except in so far as such **Building** is more specifically insured by or on behalf of the purchaser
- b to note the interest of any party notifying their interest in any of the **Property Insured** in writing, the nature and extent of such interest to be disclosed in the event of **Damage**.

## 22 Landscaped Grounds

Cover includes costs incurred by the **Insured** in consequence of **Damage** to **Property Insured** at the Premises, up to an amount of £10,000 any one **Period of Insurance**, in restoring landscaped grounds to their original appearance when first laid out and planted, but the **Insurer** will not pay for costs arising due to the failure of trees, shrubs, plants, turf and the like to germinate or become established.

## 23 Locks and Keys

The **Insurer** will pay the cost of replacing locks and keys necessary to keep the Premises secure if keys are stolen using force and violence up to an amount of £1,000 any one claim.

The **Insurer** will not pay for the amount of the **Excess** stated in the **Schedule**

## 24 Damage to the Premises

In the event that **Buildings** at the **Premises** are not covered by this **Section** of the **Policy**, the **Insurer** will pay costs for which the **Insured** are responsible, necessarily and reasonably incurred by the **Insured** to repair **Damage** to the **Premises** in consequence of theft or attempted theft (as insured by this **Section**).

The **Insurer** will also pay the cost of any temporary boarding-up or making good necessary to keep the **Premises** secure.

## 25 Deterioration of Foodstuffs

Cover includes **Damage** to foodstuffs in refrigerated cabinets or freezers up to an amount of £750 any one claim caused by deterioration or putrefaction solely and directly due to:

- a a rise or fall in temperature as a result of:
  - i **Damage** to or a fault in the refrigerating machinery
  - ii Failure of the supply of electricity at the terminal ends of the electricity supply undertakings' service feeders at the Premises
  - iii Accidental failure of the electrical installation connecting the refrigerating machinery to the electricity supply undertakings' service feeders at the Premises
- b The action of any refrigerant or refrigerant fumes which have escaped from the refrigerating machinery

The **Insurer** will not pay for:

### 1 Damage

- a Due to any of the **Specified Events** of the **Policy**
- b Under a.ii. above due to:
  - i Drought
  - ii A deliberate act of the electricity supply not performed for the sole purpose of safeguarding life or protecting any part of the electricity supply undertakings' system
- c Due to any wilful act or neglect by the **Insured**
- d Due to faulty packaging or stowage, inherent defect or any form of normal trade loss

2 **Damage** to foodstuffs stored in refrigerated cabinets or freezers in excess of 10 years old

3 The first £250 of each and every claim

## 26 Goods in Transit

Cover includes **Damage** to **Goods** in **Transit** by any **Specified Event** within the **United Kingdom**, including sea or air transits between these territories.

The most the **Insurer** will pay for any one claim or series of claims arising out of any one occurrence of **Damage** is £1,000

The **Insurer** will pay the **Insured** for the value of the Goods in **Transit** at the time of the **Damage**

The **Insurer** will not pay for:

- a **Damage** in respect of **Property** more specifically insured
- b **Damage** due to
  - i depreciation, deterioration or contamination unless caused by **Accident** to the conveying **Vehicle**
  - ii faults in processing or the insufficiency or unsuitability of packing or preparation
- c **Damage** to the contents of any package not involving outward and visible **Damage** to the package
- d **Damage** in respect of **Goods** in any open sided, curtain sided, open top or soft top **Vehicle** or trailer due to
  - i Water or atmospheric conditions
  - ii Theft unless such **Vehicle** or trailer is stolen at the same time
- e **Damage** to the **Property Insured** caused by theft or attempted theft from an unattended **Vehicle**
- f the first £250 of each and every claim

## 27 Theft Damage to Buildings

Cover includes **Damage** to a building or part of a building at the **Premises** up to the amount of £10,000 whether such building or part of a building is insured by this **Section** or not, but for which the **Insured** are responsible, caused by theft or attempted theft excluding

- A Loss destruction or **Damage**
  - i expedited or in any way brought about by the **Insured** or any partner, director or employee of the **Insured** or any other person who has a legal right to be on the **Premises**, unless such theft or attempted theft involves the threat of or assault or violence to the **Insured** or any partner, director or employee of the **Insured** or any other person who has a legal right to be on the **Premises**
  - ii of or to **Property**
    - a in respect of which the **Insured** is not liable for repair costs
    - b in respect of which the **Insured** is able to recover repair costs from another source
    - c which is more specifically or otherwise insured
- B After the application of all other terms and conditions of this **Section** and the **Policy** including Basis of Settlement Adjustment 2. Contribution and Average and in respect of each separate **Premises**, the amount of the **Excess** specified in the **Schedule**

Cover also includes the cost of any temporary boarding-up and making good in consequence of such loss, damage or destruction necessary to keep the **Premises** secure.

Exclusion 2. c. i. of this **Section** does not apply to this Basis of Settlement Adjustment.

# Conditions

## 1 Alteration in Risk

The **Insured** must notify the **Insurer** as soon as possible if during the **Period of Insurance** there is any alteration in the ownership of the **Insured**, or if in respect of any of the **Property Insured** there is any alteration

- a due to its disposal or removal
- b in respect of which the interest of the **Insured** ceases except by will or operation of law
- c in respect of the risks of subsidence, ground heave or landslip where any demolition, construction, ground works or excavation work is being carried out on any adjoining site
- d to the facts or matters set out in the **Schedule** or otherwise comprising the risk presentation made by the **Insured** to the **Insurer** at inception, renewal or variation of the **Policy**

which materially increases the risk of **Damage** as insured by this **Section**.

Upon being notified of any such alteration, the **Insurer** may, at its absolute discretion

- a continue to provide cover under this **Section** on the same terms
- b restrict the cover provided by this **Section**
- c impose additional terms
- d alter the premium
- e cancel this **Section** and the **Policy**.

If the **Insured** fails to notify the **Insurer** of any such alteration, the **Insurer** may

- a treat this **Section** and the **Policy** as if it had come to an end as at the date of the alteration of the risk, returning a proportionate amount of the premium for the unexpired **Period of Insurance**, if the **Insurer** would have cancelled this **Section** and the **Policy** had it known of the increase in risk
- b treat this **Section** and the **Policy** as if it had contained such terms (other than relating to premium) or other restrictions (if any) from the date of the alteration in risk as the **Insurer** would have applied had it known of the increase in risk
- c reduce proportionately the amount paid or payable on any claim, the proportion for which the **Insurer** is liable being calculated by comparing the premium actually charged as a percentage of the premium which the **Insurer** would have charged had it known of the increase in risk.

## 2 Reinstatement

If any **Property** is to be reinstated or replaced by the **Insurer**, the **Insured** shall at their own expense provide all plans, documents, books and information as may reasonably be required. The **Insurer** shall not be bound to reinstate exactly, but only as circumstances permit and in a reasonably sufficient manner.

# Additional Cover – Money

## Definitions

### Accident

Bodily **Injury** caused by accidental, violent, external and visible means.

### Business Hours

The period during which the **Insured** or any **Member** or **Employee** of the **Insured** is on the **Premises** for the purpose of the **Business**.

### Insured Person

Any authorised **Member** or **Employee** of the **Insured** aged between 16 and 70 years.

### In Transit

**In Transit** in the personal custody of any authorised **Member** or **Employee** of the **Insured**, a security organisation approved by the **Insurer**, or by registered post.

### Loss of Limb(s)

Total and permanent loss by physical separation or total and permanent loss of use of a hand at or above the wrist or a foot at or above the ankle.

### Loss of Sight

Total and permanent **Loss of Sight** which will be considered as having occurred

- 1 in both eyes if the **Insured Person(s)** name has been added to the Register of Blind Persons on the authority of a fully qualified ophthalmic specialist; or
- 2 in one eye if the degree of sight remaining after correction is 3/60 or less on the Snellen Scale

## Money

**Negotiable Money** and **Non-negotiable Money** belonging to the **Insured** or for which the **Insured** are responsible.

### Negotiable Money

Cash, bank and currency notes, credit cards, telephone cards, uncrossed cheques, uncrossed postal orders, luncheon vouchers, current postage stamps, trading stamps, National Insurance stamps not affixed to cards, Holiday with Pay stamps, National Savings machines, gift tokens, consumer redemption vouchers, mobile telephone vouchers and telephone cards.

### Non-negotiable Money

Crossed cheques, crossed postal orders, crossed bankers' drafts, National Insurance stamps fixed to cards, National Savings certificates, Premium Bonds, credit sales vouchers or receipts and V.A.T. purchase invoices.

### Permanent Total Disablement

Any permanent disablement other than **Loss of Sight** or **Loss of Limb(s)** which having lasted without interruption for at least twelve (12) months is without any reasonable prospect of improving and in the opinion of an independent qualified medical referee acceptable to the **Insurer** will in all probability permanently, completely and continuously prevent the **Insured Person(s)** from engaging in or giving attention to business profession or occupation of each and every kind for the remainder of his or her life.

### Temporary Partial Disablement

A disablement which continuously prevents the **Insured Person** from attending to a substantial part of their **Usual Occupation**.

### Temporary Total Disablement

A disablement which completely and continuously prevents the **Insured Person** from attending to their **Usual Occupation**.

## Cover

- 1 The **Insurer** will indemnify the **Insured** in respect of the limits of indemnity stated in the **Schedule** against **Damage to Money** occurring during the **Period of Insurance** held in connection with the **Business** by any cause not excluded
- 2 The **Insurer** will indemnify the **Insured** against **Damage** sustained as a direct result of theft or attempted theft of **Money**, of or to
  - a any safe or strongroom specified in Item 2 of the **Schedule**, or any bag or other container used by the **Insured** or any authorised partner, director or **Employee** of the **Insured** to carry **Money**
  - b clothing and personal effects belonging to the **Insured** or to any **Insured Person** following assault or violence or the threat of assault or violence

- 3 The **Insurer** will pay the **Insured** when any **Insured Person** whilst engaged in connection with the **Business**, as a direct result of theft or attempted theft of **Money** involving assault or violence or the threat of assault or violence
- a suffers an **Accident** resulting within twelve (12) months, directly and independently of any other cause, in **Death** or disablement
  - b suffers emotional stress necessitating professional counselling, provided such counselling is recommended by a qualified medical practitioner and agreed to by the **Insurer** before costs are incurred.

## Basis of Settlement

- 1 The **Insurer** will pay the **Insured** the amount of **Money** under any Item for which a Limit of Liability is specified in the **Schedule** at the time of **Damage**.
- 2 The most the **Insurer** will pay for any one claim is
- a for any one Item, the Limit of Liability specified in the **Schedule**
  - b for any one safe or strongroom, £3,000
  - c for any one bag or container, its value at the time of **Damage**
  - d for clothing or personal effects, £500 any one person
  - e for **Death, Accident**, disablement or emotional stress, the amounts specified in the Scale of Compensation.
- 3 The **Insurer** will also pay
- a the value of any safe or strongroom, of any bag or container used to carry **Money** or of the clothing or personal effects of the **Insured** or any partner, director or **Employee** of the **Insured** lost or damaged at the same time, or at the **Insurer's** option reinstate or replace such **Property** or any part of such property
  - b compensation in respect of **Death, Accident**, disablement or emotional stress.

## Scale of Compensation

### Item Amount

- 1
- a Death £25,000
  - b Loss of Limb(s) or Loss of Sight £25,000
  - c Permanent Total Disablement £25,000
  - d Temporary Total Disablement - per week £100
  - e Temporary Partial Disablement – per week £50
- 2 The cost of professional counselling
- a per hour £50
  - b any one person £1,000
  - c in total £5,000

In respect of each **Insured Person**, compensation will not be paid by the **Insurer**

- i under more than one of 1a, 1b or 1c for the consequences of the same Accident
- ii under 1d and 1e for more than 104 weeks in all in respect of one or more Accidents.

## Basis of Settlement Adjustments

In calculating the most the **Insurer** will pay for any one claim, adjustments shall be made in accordance with the following clauses.

### 1 Contribution

If at the time of **Damage** any other insurance has been effected by or on behalf of the **Insured** covering **Money** or any other property insured by this **Section** in whole or in part, the **Insurer's** liability under this **Section** shall be limited to the **Insurer's** rateable proportion of such **Damage**.

## 2 Damage to the Premises

Provided that **Section 1 Property Damage** is insured under this **Policy**, in the event that buildings are not covered by **Section 1 Property Damage** the **Insurer** will pay

- a costs for which the **Insured** are responsible, necessarily and reasonably incurred by the **Insured** to repair damage to the **Premises** as a direct result of theft or attempted theft of **Money** within the **Insured's Premises** (and as insured by this **Section**)
- b the cost of any temporary boarding-up or making good necessary to keep the **Premises** secure.

The most the **Insurer** will pay for any one claim is £5,000.

## 3 Weekly Compensation

Weekly compensation will be paid when the total amount to be paid has been agreed, or if the **Insured** so request, at the end of each period of four consecutive weeks disablement.

# Exclusions

The **Insurer** will not pay for

- 1 loss arising from the dishonesty of any official, **Member** or **Employee** of the **Insured**
- 2 **Damage** to any machine which uses coins, notes or tokens
- 3 loss due to theft of or from any unattended **Vehicle**
- 4 shortage due to error or omission
- 5 any loss under Item 2.e. (as described in the **Schedule**), unless the key or keys to the specified safes or strongrooms are removed from the **Premises**, or if a person is authorised to hold such keys and that person lives on the **Premises**, that person removes all keys to that part of the **Premises** in which that person actually lives
- 6 consequential loss or **Damage** of any kind or description
- 7 **Damage, Death, Accident**, disablement or emotional stress arising outside of Great Britain, Northern Ireland, the Isle of Man or the Channel Islands
- 8 loss resulting directly or indirectly from forgery, fraudulent alteration or substitution, or fraudulent use of a computer or electronic transfer
- 9 loss resulting from the use of any form of payment which proves to be counterfeit, false, invalid, uncollectible or irrecoverable for any reason.

# Conditions

## 1 Precautions

The **Insured** must

- a exercise due care in selecting officers, **Members** or **Employees** to be entrusted with **Money**
- b keep a proper written record of all **Money** covered by this **Section** and allow the **Insurer** to inspect this record at all reasonable times.
- c secure and lock all cash registers, safes and other money containers whenever such containers are left unattended during **Business Hours**.

## 2 Alteration in Risk

The **Insured** must notify the **Insurer** as soon as possible if during the **Period of Insurance** there is any alteration in the ownership of the **Insured**, or if in respect of **Money** or any other property insured there is any alteration

- a due to its disposal or removal
- b in respect of which the interest of the **Insured** ceases except by will or operation of law
- c in respect of the risks of subsidence, ground heave or landslip where any demolition, construction, ground works or excavation work is being carried out on any site adjoining the **Premises**
- d to the facts or matters set out in the **Schedule** or otherwise comprising the risk presentation made by the **Insured** to the **Insurer** at inception, renewal or variation of the **Policy**

which materially increases the risk of loss or damage as insured by this **Section**.

Upon being notified of any such alteration, the **Insurer** may, at its absolute discretion

- a continue to provide cover under this **Section** on the same terms
- b restrict the cover provided by this **Section**
- c impose additional terms
- d alter the premium
- e cancel this **Section** and the **Policy**.

If the **Insured** fails to notify the **Insurer** of any such alteration, the **Insurer** may

- a treat this **Section** and the **Policy** as if it had come to an end as at the date of the alteration of the risk, returning a proportionate amount of the premium for the unexpired **Period of Insurance**, if the **Insurer** would have cancelled this **Section** and the **Policy** had it known of the increase in risk
- b treat this **Section** and the **Policy** as if it had contained such terms (other than relating to premium) or other restrictions (if any) from the date of the alteration in risk as the **Insurer** would have applied had it known of the increase in risk
- c reduce proportionately the amount paid or payable on any claim, the proportion for which the **Insurer** is liable being calculated by comparing the premium actually charged as a percentage of the premium which the **Insurer** would have charged had it known of the increase in risk.

### 3 Additional Claims Conditions

- a In the event of **Accident** or emotional stress the **Insured Person** must
  - i as soon as possible after the **Accident** has occurred, consult a qualified medical practitioner and follow the advice of such practitioner
  - ii submit to any medical examination made on behalf of the **Insurer**
  - iii in the event of a claim being made for the cost of professional counselling, supply the **Insurer** with a recommendation for treatment in writing by a qualified medical practitioner
- b In the event of the Death of an **Insured Person** as a result of **Accident** the **Insurer** shall be entitled, at the **Insurer's** expense, to arrange a post-mortem examination

The **Insurer** will not pay for any claim unless the terms of this Condition have been complied with.

### 4 Fair Presentation

If a claim is made under **Cover C** of this **Section**, the **Insurer** will not invoke the remedies which might otherwise have been available to it under Policy Condition 1. Fair Presentation of the Risk as against the **Insured**, if the failure to make a fair presentation of the risk concerns only facts or information which relate to a particular partner, director or employee. If the partner, director or employee concerned or the **Insured** on their behalf makes a careless misrepresentation of facts, the **Insurer** may invoke the remedies available to it under Policy Condition 1 as against that partner, director or employee only, as if a separate insurance contract had been issued to such person, leaving the remainder of the **Policy** unaffected.

### 5 Fraudulent Claims

If any fraud to which Policy Condition 6 relates is perpetrated by or on behalf of an **Insured Person** (and not on behalf of the **Insured**), Policy Condition 6 should be read as if it applies only to that **Insured Person's** claim and references to the **Policy** should be read as if they were references to the cover effected for that person alone and not to the **Policy** as a whole.



# Section 2 – Specified All Risks

## Definitions

### Damage/Damaged

Accidental loss or destruction of or **Damage**

### Groundsmanship Trailers

Vehicle Trailers and Contents therein and thereon, including Agricultural, Horticultural and Gardening Equipment

### Premises

**Buildings** at the address or addresses shown in the **Schedule**, including their grounds, all within the boundaries for which the **Insured** are responsible and being, unless more specifically described in the **Schedule**, occupied solely by the **Insured** for the purpose of the **Business**.

### Property/Property Insured

Property described in the **Schedule**.

### Territorial Limits

As stated in the **Schedule**

## Cover

**The Insurer will pay the Insured for Damage to Property Insured described in the Schedule, whilst within the Territorial Limits specified in the Schedule occurring during the Period of Insurance.**

### Automatic Reinstatement

In the absence of written notice by the **Insured** or the **Insurer**, in consideration of the **Sum Insured** not being reduced by the amount of any claim from the date of the **Damage**, the **Insured** will pay the appropriate additional premium due for the period from the date of the **Damage** to expiry of the **Period of Insurance**, but this shall not apply in respect of theft or attempted theft.

### Basis of Settlement Adjustments

In calculating the most the **Insurer** will pay for any one claim, adjustments shall be made in accordance with the following clauses.

#### 1 Reinstatement

Subject to the following Special Conditions the basis upon which the amount payable in respect of **Property Insured** by this **Section** is to be calculated shall be the reinstatement of the **Property** lost destroyed or **Damaged**.

For this purpose "reinstatement" means:

- A** the rebuilding or replacement of **Property** lost or destroyed which, provided the **Insurer's** liability is not increased, may be carried out:
  - i** in any manner suitable to the requirements of the **Insured**
  - ii** upon another site
- B** the repair or restoration of **Property Damaged** in either case to a condition equivalent to or substantially the same as but not better or more extensive than its condition when new.

### Special Conditions

- 1** The **Insurer's** liability for the repair or restoration of **Property Damaged** in part only shall not exceed the amount which would have been payable had such **Property** been wholly destroyed.
- 2** If at the time of reinstatement the sum representing 85% of the cost which would have been incurred in reinstatement if the whole of the **Property** covered by any Item subject to this clause exceeds the **Sum Insured** for that Item at the time of any **Damage**, the **Insurer's** liability shall not exceed the proportion of the amount of the **Damage** which the **Sum Insured** bears to the total cost of replacing the whole of such **Property** as calculated at the time of reinstatement.
- 3** No payment beyond the amount which would have been payable in the absence of this clause shall be made:
  - a** unless reinstatement commences and proceeds without unreasonable delay
  - b** until the cost of reinstatement shall have been actually incurred
  - c** if the **Property Insured** at the time of its loss destruction or **Damage** shall be insured by any other insurance effected by or on behalf of the **Insured** which is not upon the same basis of reinstatement.

- 4 All the terms and conditions of the **Policy** shall apply:
  - a to any claim payable under the provisions of this clause except where they are expressly varied by its terms
  - b where there is a claim to which the provisions of this clause do not apply.
- 5 This basis of settlement does not apply to motor **Vehicles** or their accessories.

## 2 Contribution and Average

If at the time of **Damage** any other insurance has been effected by or on behalf of the **Insured** covering any of the **Property Damaged**, the **Insurer's** liability under this **Section** shall be limited to the **Insurer's** rateable proportion of such **Damage**.

If such other insurance is subject to average (underinsurance), this **Section** if not already subject to average shall be subject to average in like manner.

If such other insurance is subject to any provision which excludes it from ranking concurrently with this **Section**, either in whole or in part, or from contributing rateably, the liability of the **Insurer** under this **Section** shall be limited to that proportion of the **Damage** which the **Sum Insured** for this **Section** bears to the value of the **Property**.

## 3 Data Processing and Ancillary Equipment

Cover includes **Damage** to data processing and ancillary equipment caused by dryness or dampness of atmosphere, extremes of temperature, corrosion or rust, if directly resulting from **Damage** to any air conditioning facilities.

## 4 Interested Parties

The **Insurer** agrees to note the interest of any party notifying their interest in any of the **Property Insured** in writing, the nature and extent of such interest to be disclosed in the event of **Damage**.

# Exclusions

The **Insurer** will not pay for

- 1 **Damage** caused by or arising from
  - a wear and tear, inherent defect
  - b rot, mildew, rust, corrosion, frost, **Pollution or Contamination**
  - c bruising, scratching, chipping or denting except in respect of cups and trophies belonging to or the responsibility of The Insured.
  - d oxidisation or discolouration
  - e insects, woodworm, vermin
  - f dyeing, cleaning, repair, renovation
  - g electronic, electrical or mechanical breakdown, failure or derangement
  - h faulty manipulation, design, plan, specification or materials
  - i gradual deterioration, market depreciation
  - j consequential loss or damage of any kind or description
  - k breakage occurring whilst in play in respect of club bags and its contents, cups and trophies belonging to or the responsibility of The Insured.
- 2 **Damage to Property Insured** caused by its undergoing any process involving the application of heat
- 3 **Damage** suffered by the **Insured** as a result of being deceived into knowingly parting with **Property**
- 4 **Damage** to the **Property Insured** caused by theft or attempted theft of such **Property** from an unattended **Vehicle** unless such **Vehicle** is protected as described under the terms of **Section** Condition 1 of this **Section**
- 5 **Damage** not occurring within the **Territorial Limits**
- 6 **Damage to Groundsmanship Trailers** and/or contents caused by theft or attempted theft of such **Property** whilst left unattended unless such trailers and equipment are protected as described under the terms of **Section** Condition 2 of this **Section**
- 7 The **Excess** shown in the **Schedule**

# Conditions

The Policy Conditions apply to this Section and in addition:

## 1 Vehicle Protections

Whenever **Property Insured** is left in unattended **Vehicles**, the **Insured** must ensure that

- a all security locks, alarms and other security devices are maintained in an efficient working condition
- b all doors are locked, windows and other openings closed and securely fastened and all intruder alarm installations and other security devices are made operative whenever the **Vehicles** are left unattended
- c the **Property Insured** is hidden from view

## 2 Groundsmanship Trailer Protections

Whenever **Groundsmanship Trailers** are left unattended the **Insured** must ensure that

- a the trailer is secured by means of a hitch-lock, and contents within the trailer are secured to the trailer by means of a steel security cable loop and padlock
- b if left unattended attached to a Vehicle, such Vehicle must be securely locked with the windows closed shut.
- c if left unattended between the hours of 2100 to 0700, they must be stored within a secure location that has been referred to and approved by the **Insurer**.

## 3 Alteration in Risk

The **Insured** must notify the **Insurer** as soon as possible if during the **Period of Insurance** there is any alteration in the ownership of the **Insured**, or if in respect of any of the **Property Insured** there is any alteration

- a due to its disposal or removal
- b in respect of which the interest of the **Insured** ceases except by will or operation of law
- c in respect of the risks of subsidence, ground heave or landslip where any demolition, construction, ground works or excavation work is being carried out on any site adjoining the **Premises**
- d to the facts or matters set out in the **Schedule** or otherwise comprising the risk presentation made by the **Insured** to the **Insurer** at inception, renewal or variation of the **Policy**

which materially increases the risk of **Damage** as insured by this **Section**.

Upon being notified of any such alteration, the **Insurer** may, at its absolute discretion

- a continue to provide cover under this **Section** on the same terms
- b restrict the cover provided by this **Section**
- c impose additional terms
- d alter the premium
- e cancel this **Section** and the **Policy**.

If the **Insured** fails to notify the **Insurer** of any such alteration, the **Insurer** may

- a treat this **Section** and the **Policy** as if it had come to an end as at the date of the alteration of the risk, returning a proportionate amount of the premium for the unexpired **Period of Insurance**, if the **Insurer** would have cancelled this **Section** and the **Policy** had it known of the increase in risk
- b treat this **Section** and the **Policy** as if it had contained such terms (other than relating to premium) or other restrictions (if any) from the date of the alteration in risk as the **Insurer** would have applied had it known of the increase in risk
- c reduce proportionately the amount paid or payable on any claim, the proportion for which the **Insurer** is liable being calculated by comparing the premium actually charged as a percentage of the premium which the **Insurer** would have charged had it known of the increase in risk.

## 4 Additional Claims Conditions

The **Insurer** will not pay for any claim for **Damage** which is not notified to the **Insurer** within thirty (30) days of the occurrence of such **Damage**.

## 5 Reinstatement

If any **Property** is to be reinstated or replaced by the **Insurer**, the **Insured** shall at their own expense provide all documents, books and information as may reasonably be required. The **Insurer** shall not be bound to reinstate exactly, but only as circumstances permit, and in a reasonably sufficient manner, and shall not in any case be bound to expend for any one item of this **Section** more than its **Sum Insured**.

# Section 3 – Liabilities

## Definitions applying to Employers' Liability and Public and Products Liability

### Business

The **Business** specified in the **Schedule** conducted solely from the **United Kingdom** and including

- a the ownership, maintenance and repair of **Premises** used in connection therewith
- b the provision and management of canteen, social, sports or welfare organisations for the benefit of **Members** and **Employees** and the ambulance, first aid, fire, medical and security services of the **Insured**
- c the execution of private duties by **Employees** for any official, trustee or committee member of the **Insured**.

### Employee

- a Any person under a contract of service or apprenticeship with the **Insured**
- b any of the following persons whilst working for the **Insured** in connection with the **Business**
  - i any labour master or labour only subcontractor or person supplied by him
  - ii any self-employed person providing labour only
  - iii any trainee or person undergoing work experience
  - iv any voluntary helper
  - v any person who is borrowed by or hired to the **Insured**.

### Limit of Indemnity

The limit of indemnity specified in the **Schedule**

### Offshore Installations

- a any installation in the sea or tidal waters which is intended for underwater exploitation of mineral resources or exploration with a view to such exploitation
- b any installation in the sea or tidal waters which is intended for the storage or recovery of gas
- c any pipe or system of pipes in the sea or tidal waters
- d any installation which is intended to provide accommodation for persons who work on or from the locations specified in 1, 2 or 3 of this definition.

### Act of Terrorism

Any act including but not limited to the use of force or violence and/or threat thereof of any person or group(s) of persons whether acting alone or on behalf of or in connection with any organisation(s) or government(s) committed for political religious ideological or similar purposes including the intention to influence any government and/or put the public or any section of the public in fear.

## Employers Liability

### Definitions

#### Injury

Bodily **Injury**, Death, disease, illness, mental **Injury**, mental anguish or nervous shock.

#### Territorial Limits

- a **United Kingdom**
- b elsewhere in the world in respect of **Injury** sustained by any **Employee** resident within the **United Kingdom** and caused whilst such **Employee** is temporarily employed outside these territories provided that any action for compensation in respect of such **Injury** is brought in a court of law within the said territories or any other member country of the European Union.

## Cover

The **Insurer** will indemnify the **Insured** against legal liability to pay compensation and claimants' costs and expenses in respect of **Injury** sustained by any **Employee** arising out of and in the course of the employment or engagement of such person by the **Insured** in connection with the **Business** and caused within the **Territorial Limits** during the **Period of Insurance**.

### Costs and Expenses

In addition the **Insurer** will pay costs and expenses incurred by the **Insurer** or with the written consent of the **Insurer**

- a in connection with the defence of any claim
- b for representation of the **Insured**
  - i at any coroner's inquest or fatal **Accident** inquiry in respect of **Death**
  - ii at proceedings in any court of summary jurisdiction or on indictment in any higher court in respect of any alleged breach of statutory duty resulting in **Injury**

which may be the subject of indemnity under this **Section**.

### Limit of Indemnity

- a The **Insurer's Limit of Indemnity** for all compensation, costs and expenses payable (including interest thereon and the costs of defending a Health and Safety legislation prosecution) in respect of any one claim or series of claims arising out of one occurrence shall not exceed the **Limit of Indemnity** specified in the **Schedule**.
- b The **Limit of Indemnity** in respect of an Act of **Terrorism** shall not exceed £5,000,000. If the **Insurer** alleges that by reason of limitation b any loss damage cost or expense is not covered the burden of proving the contrary shall be upon the **Insured**.

## Extensions

### 1 Indemnity to Other Parties

If the **Insured** so request the **Insurer** will indemnify the following parties

- a any officer or committee member or other member of the **Insured's** canteen, social, sports or welfare organisations or ambulance, first aid, fire, medical or security services against liability incurred in such capacity
- b any **Member** or **Employee** of the **Insured** against liability incurred in such capacity and in respect of which the **Insured** would have been entitled to indemnity under this **Section** if the claim had been made against the **Insured** as though each party was individually named as the **Insured** in this **Section**
- c any principal for whom the **Insured** have agreed to execute work under contract or agreement against liability arising out of the performance of such work by the **Insured** and in respect of which the **Insured** are legally liable and would have been entitled to indemnity under this **Section** if the claim had been made against the **Insured**

Provided that

- 1 each such party shall observe fulfil and be subject to the terms and conditions of this **Section** in so far as they can apply
- 2 the **Insurer's** liability to the **Insured** and all parties indemnified shall not exceed in total the **Limit of Indemnity**.

### 2 Health and Safety at Work – Legal Defence Costs

The **Insurer** will indemnify the **Insured** and if the **Insured** so request any partner, director or **Employee** of the **Insured** in the terms of this **Section** in respect of

- a costs and expenses incurred with the **Insurer's** written consent
- b costs and expenses of the prosecution awarded against any such party in connection with criminal proceedings or an appeal against conviction arising from such proceedings brought in respect of any offence under the Health and Safety at Work etc. Act 1974 committed or alleged to have been committed during the **Period of Insurance** in connection with the **Business**

Provided that

- 1 the proceedings relate to the health, safety or welfare of any **Employee**
- 2 the **Insurer** shall have the conduct and control of all the said proceedings and appeals the **Insurer** will not pay for
  - a fines or penalties of any kind
  - b proceedings or appeals in respect of any deliberate act or omission
  - c costs or expenses insured by any other **Policy**.

### 3 Unsatisfied Court Judgements

If a judgement for compensation or costs in respect of **Injury** sustained by any **Employee** arising out of and in the course of employment or engagement by the **Insured** in connection with the **Business** and caused within the **Territorial Limits** during the **Period of Insurance**

- a is obtained by such **Employee** in any court situate within the **United Kingdom** against any person or corporate body domiciled or operating from **premises** within such territories and
- b remains wholly or partly unsatisfied six (6) months after the date of such judgement the **Insurer** will if the **Insured** so request pay to the said **Employee** the amount of any such compensation and costs to the extent that they remain unsatisfied

Provided that

- 1 there is no appeal outstanding
- 2 the **Employee** shall have assigned the judgement to the **Insurer**
- 3 this **Section** was shown in the **Schedule** at the time of the **Injury**.

### 4. Court Attendance Compensation

If during the **Period of Insurance** any Member or **Employee** of the **Insured** is required to attend court as a witness at the request of the **Insurer** in connection with a claim which is the subject of indemnity under this **Section** the **Insurer** will pay compensation to the **Insured** on the following scale for each day that attendance is required

- a any **Member** £250
- b any **Employee** £150

### 5. Manslaughter Defence Costs

The **Insurer** will indemnify the **Insured** in respect of

- a legal costs and expenses incurred with the prior written consent of the **Insurer** and
- b costs of the prosecution awarded against the **Insured**

in connection with the defence of any criminal proceedings including appeals against judgment arising from such proceedings brought under The Corporate Manslaughter and Corporate Homicide Act 2007 or any equivalent legislation in the Channel Islands or the Isle of Man in respect of any fatal **Injury** sustained and caused during the **Period of Insurance** in connection with the **Business** and which may be the subject of indemnity under this **Section**

Provided that

- 1 the maximum amount payable under this extension shall not exceed £5,000,000 during any one **Period of Insurance**
- 2 all amounts payable under this extension will form part of and are not in addition to the **Limit of Indemnity** under this **Section** as stated in the **Schedule**
- 3 where the **Insurer** has already indemnified the **Insured** in respect of legal costs and expenses incurred in connection with the defence of any criminal proceedings including appeals against judgment arising from such proceedings brought under The Corporate Manslaughter and Corporate Homicide Act 2007 arising out of the same occurrence which gave rise to said proceedings under another **Section** of the **Policy** the amount paid under that **Section** shall contribute to the maximum amount payable under this extension
- 4 the **Insurer** agrees details of the specific solicitor or counsel who are to act on behalf of the **Insured** prior to their appointment

the **Insurer** will not pay for

- a any fines or penalties imposed on the **Insured** or the cost of implementing any remedial order or publicity order
- b legal costs and expenses in connection with an appeal unless solicitor or counsel advise that there are strong prospects of succeeding in the appeal or recovering costs awarded against the **Insured** at all times throughout the appeals process. Any change to such prospect of success during the appeals process may result in cover being removed
- c costs and expenses provided by another source or any other insurance or where but for the existence of this extension would have been provided by such source or insurance
- d costs and expenses in connection with the defence of any criminal proceedings relating to an alleged breach brought in any country other than the **United Kingdom**
- e costs and expenses in connection with the defence of any criminal proceedings resulting from any deliberate or intentional criminal act or omission by
  - i the **Insured**
  - ii any partner or director of the **Insured**
  - iii any **Employee**

# Exclusions

## 1 Mechanically Propelled Vehicles

liability in respect of **Injury** to any **Employee** arising out of the ownership possession or use by or on behalf of the **Insured** of any mechanically propelled **Vehicle** or trailer attached thereto if such liability is required by any road traffic legislation to be the subject of compulsory insurance or other security.

## 2 Offshore Installations

liability in respect of **Injury** to any **Employee** who is working on visiting or travelling to or from **Offshore Installations**.

# Conditions

**Policy Conditions 1–10 apply to this Section and in addition the following:**

## 1 Compulsory Insurance Legislation

The indemnity granted by this **Section** is deemed to be in accordance with the provisions of any law relating to compulsory insurance of liability to **Employees** in the **United Kingdom** but the **Insured** shall repay to the **Insurer** all sums paid by the **Insurer** which the **Insurer** would not have been liable to pay but for the provisions of such law.

## 2 Certificate of Employers' Liability

If this **Policy** or **Section** is cancelled any certificate of Employers' Liability insurance issued hereunder is similarly cancelled from the same date.

## 3 Alteration in Risk

The **Insured** must notify the **Insurer** as soon as possible if during the **Period of Insurance** there is any alteration:

- a in or to the **Business**
- b in the ownership of the **Insured**
- c to the facts or matters set out in the **Schedule** or otherwise comprising the risk presentation made by the **Insured** to the **Insurer** at inception, renewal or variation of the **Policy**

which materially increases the risk of legal liability to pay costs and expenses as insured by this **Section**.

Upon being notified of any such alteration, the **Insurer** may, at its absolute discretion

- a continue to provide cover under this **Section** on the same terms
- b restrict the cover provided under this **Section**
- c impose additional terms
- d alter the premium
- e cancel this **Section** and the **Policy**.

If the **Insured** fails to notify the **Insurer** of any such alteration, the **Insurer** may

- a treat this **Section** and the **Policy** as if it had come to an end as at the date of the alteration of the risk, returning a proportionate amount of the premium for the unexpired **Period of Insurance**, if the **Insurer** would have cancelled this **Section** and the **Policy** had it known of the increase in risk
- b treat this **Section** and the **Policy** as if it had contained such terms (other than relating to premium) or other restrictions (if any) from the date of the alteration in risk as the **Insurer** would have applied had it known of the increase in risk
- c reduce proportionately the amount paid or payable on any claim, the proportion for which the **Insurer** is liable being calculated by comparing the premium actually charged as a percentage of the premium which the **Insurer** would have charged had it known of the increase in risk.

# Public and Products Liability

## Definitions

### Asbestos

**Asbestos** or fibres or particles of **asbestos** or any material containing **asbestos**.

### Injury

- a Bodily **Injury, Death**, disease, illness, mental **Injury**, mental anguish or nervous shock
- b invasion of the right of privacy, false arrest, false imprisonment, false eviction or malicious prosecution of any person.

### Pollution or Contamination

- a All **Pollution or Contamination** of buildings or other structures or of water or land or the atmosphere and
- b all **Injury**, or **Damage** directly or indirectly caused by such **Pollution or Contamination**.  
All **Pollution or Contamination** which arises out of or in connection with one incident shall be deemed to have occurred at the time such incident takes place.

### Products

Any Goods or other material property (including their containers, packaging, labelling and instructions for use) sold, supplied, delivered, installed, erected, repaired, altered, treated or tested by the **Insured** in connection with the **Business** and not in the charge or control of the **Insured**.

### Territorial Limits

#### a United Kingdom

- b in respect of **Injury**, loss or **Damage** caused by or arising from
  - i manual and non-manual work occurring during any temporary visit or journey anyway in the world (other than the United States of America or Canada) and
  - ii non-manual work occurring during any temporary visit or journey to the United States of America or Canada
  - iii by any **Member** or **Employee** of the **Insured** normally resident within the **United Kingdom**

## Cover

### Item 1 Public Liability

The **Insurer** will indemnify the **Insured** against legal liability to pay compensation and claimants' costs and expenses in respect of accidental

- a **Injury** to any person
- b **Damage** to material **Property**
- c nuisance, trespass, obstruction or interference with any right of way, light, air or water occurring within the **Territorial Limits** during the **Period of Insurance** in connection with the **Business** and not caused by or rising from **Products** other than
  - i any **Products** connected with
    - 1 the provision and management of canteen, social, sports or welfare organisations for the benefit of **Employees** and the ambulance, first aid, fire, medical and security services of the **Insured**
    - 2 the execution of private duties by **Employees** for any partner, director or senior official of the **Insured**
  - ii any food or drink supplied to partners, directors, **Employees** or non-paying guests of the **Insured**
  - iii the disposal of furniture and office equipment originally intended solely for use by the **Insured** in connection with the **Business** and which is no longer required for that purpose
  - iv the accidental obstruction of pedestrian or vehicular traffic caused by loads delivered by any **Vehicle** of the **Insured**.

### Item 2 Products Liability

The **Insurer** will indemnify the **Insured** against legal liability to pay compensation and claimants' costs and expenses in respect of accidental

- a **Injury** to any person
- b **Damage** to material **Property** occurring during the **Period of Insurance** and caused by or arising from **Products**.



## Costs and Expenses

In addition the **Insurer** will pay costs and expenses incurred by the **Insurer** or with the written consent of the **Insurer**

- 1 in connection with the defence of any claim
- 2 for representation of the **Insured**
  - (a) at any coroner's inquest or fatal accident inquiry in respect of **Death**
  - (b) at proceedings in any court of summary jurisdiction or on indictment in any higher court in respect of any alleged breach of statutory duty resulting in **Injury** or **Damage** which may be the subject of indemnity under this **Section**.

## Limit of Indemnity

- a The **Insurer's** liability for all compensation payable in respect of
  - i any one occurrence or all occurrences of a series consequent on or attributable to one source or original cause
  - ii all **Injury** and **Damage** sustained by all claimants occurring during any one **Period of Insurance** and caused by and arising from **Products**
  - iii all Pollution or Contamination which is deemed to have occurred during any one **Period of Insurance** shall not exceed the **Limit of Indemnity**.
- b The **Insurer's** liability shall not exceed the **Limit of Indemnity** or £5,000,000 (whichever is the lesser) in respect of an act of **Terrorism**. If the **Insurer** alleges that by reason of limitation b any loss damage cost or expense is not covered the burden of proving the contrary shall be upon the **Insured**.

## Extensions

### 1 Indemnity to Other Parties

If the **Insured** so request the **Insurer** will indemnify the following parties

- a any officer or committee member or other **Member** of the **Insured's** canteen, social, sports or welfare organisations or ambulance, first aid, fire, medical or security services against liability incurred in such capacity
- b any **Member** or **Employee** of the **Insured** against liability incurred in such capacity and in respect of which the **Insured** would have been entitled to indemnity under this **Section** if the claim had been made against the **Insured** as though each party were individually named as the **Insured** in this **Section**
- c any principal for whom the **Insured** have agreed to execute work under contract or agreement against liability arising out of the performance of such work by the **Insured** and in respect of which the **Insured** are legally liable and would have been entitled to indemnity under this **Section** if the claim had been made against the **Insured**
- d any officer or committee member or other **Member** of the **Insured** County Cricket Board, Association or League in their respective capacities as such as though each such party was individually named as the **Insured** in this **Section**

Provided that

- 1 each such party shall observe fulfil and be subject to the terms and conditions of this **Section** in so far as they can apply
- 2 the **Insurer's** liability to the **Insured** and all parties indemnified shall not exceed in total the **Limit of Indemnity**.

### 2 Joint Insured Cross Liabilities

If more than one party is named as the **Insured** this **Section** shall apply as though each were insured separately provided that the **Insurer's** liability to all parties indemnified shall not exceed in total the **Limit of Indemnity**.

### 3 Overseas Personal Liability

The **Business** is extended to include personal activities (not connected with any gainful occupation or profession nor with the ownership or tenure of any land or building) of any **Member** or **Employee** of the **Insured** or family member of such **Member** or **Employee** normally resident within the **United Kingdom** in the course of any journey or temporary visit to any other country made in connection with the **Business**.

### 4 Motor Contingent Liability

The **Insurer** will indemnify the **Insured** in the terms of this **Section** against liability arising out of the use in connection with the **Business** of any **Vehicle** not owned provided or being driven by the **Insured** but this **Section** does not cover liability

- a in respect of **Damage** to such **Vehicle**
- b arising out of any such use in any country outside the European Union
- c incurred by any party other than the **Insured**
- d incurred by any party identified in Extension 1 (Indemnity to Other Parties), paragraph b, other than an **Employee**

For the purpose of this Extension cover Exclusion 1 of this **Section** does not apply.

## 5 Health and Safety at Work – Legal Defence Costs

The **Insurer** will indemnify the **Insured** and if the **Insured** so request any **Member** or **Employee** of the **Insured** in the terms of this **Section** in respect of

- a costs and expenses incurred with the **Insurer's** written consent
- b costs and expenses of the prosecution awarded against any such party in connection with criminal proceedings or an appeal against conviction arising from such proceedings brought in respect of any offence under the Health and Safety at Work etc. Act 1974 committed or alleged to have been committed during the **Period of Insurance** in connection with the **Business**

Provided that

- 1 the proceedings relate to the health, safety or welfare of any person other than an **Employee**
- 2 the **Insurer** shall have the conduct and control of all the said proceedings and appeals.

The **Insurer** will not pay for

- a fines or penalties of any kind
- b proceedings or appeals in respect of any deliberate act or omission
- c costs or expenses insured by any other insurance.

## 6 Data Protection Act

The **Insurer** will indemnify the **Insured** and if the **Insured** so requests any **Employee** or director or partner of the **Insured** for damage or distress occurring as a result of an offence under Section 168 of the Data Protection Act 2018 committed during the **Period of Insurance** within the United Kingdom and arising in connection with the **Business** provided that the **Insured** is registered with the Information Commissioner's Office.

The **Insurer** will not pay for

- a any damage or distress caused by any deliberate act or omission by the **Insured** the result of which could reasonably have been expected by the **Insured** having regard to the nature and circumstances of such act or omission
- b the payment of fines or penalties
- c the costs and expenses of replacing reinstating rectifying or erasing blocking or destroying any **Data** or **Personal Data**
- d any damage or distress caused by any act of fraud or dishonesty
- e liability arising from the recording, processing or provision of **Data** or **Personal Data** for reward or to determine the financial status of any person.

For the purposes of this Extension

**Data** includes but is not limited to **Personal Data**, facts, concepts and information, software or other coded instructions in a formalised manner useable for communications, interpretation or processing.

**Personal Data** means any information relating to an identified or **Identifiable Natural Person**.

An **Identifiable Natural Person** is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

The liability of the **Insurer** under this Extension shall not exceed the **Limit of Indemnity** shown in the **Schedule** or £2,000,000 (whichever is the lesser) and such **Limit of Indemnity** shall be inclusive of the amount of all claimants' costs and expenses and all costs and expenses incurred by the **Insurer** or with the written consent of the **Insurer** in connection with the defence of any claim.

Subject otherwise to the terms, conditions and exclusion of this **Policy**.

## 7 Defective Premises Act 1972

The **Insurer** will indemnify the **Insured** in the terms of this **Section** against liability incurred by the **Insured** under **Section 3** of the Defective Premises Act 1972 in connection with premises or land disposed of by the **Insured**.

The **Insurer** will not pay for

- a the cost of rectifying any **Damage** or defect in the premises or land disposed of
- b liability for which the **Insured** is entitled to indemnity under any other insurance.

## 8 Consumer Protection and Food Safety Acts – Legal Defence Costs

The **Insurer** will indemnify the **Insured** and if the **Insured** so request any **Member** or **Employee** of the **Insured** in the terms of this **Section** in respect of legal costs and expenses incurred with the written consent of the **Insurer** in connection with the defence of any criminal proceedings or an appeal against conviction arising from such proceedings brought in respect of any offence under

- a Part 2 of the Consumer Protection Act 1987 or
- b **Section(s)** 7, 8, 14, and/or 15 of the Food Safety Act 1990 committed or alleged to have been committed during the **Period of Insurance** in connection with the **Business** provided that the **Insurer** shall have the conduct and control of all the said proceedings and appeals.

The **Insurer** will not pay for

- 1 fines or penalties of any kind
- 2 proceedings or appeals in respect of any deliberate act or omission
- 3 costs or expenses insured by any other **Policy**.

## 9 Court Attendance Compensation

If during the **Period of Insurance** any **Member** or **Employee** of the **Insured** is required to attend court as a witness at the request of the **Insurer** in connection with a claim which is the subject of indemnity under this **Section** the **Insurer** will pay compensation to the **Insured** on the following scale for each day that attendance is required

- a any **Member** £250
- b any **Employee** £150

## 10 Contractual Liability

In respect of liability assumed by the **Insured** by a contract or agreement entered into by the **Insured** and which would not have attached in the absence of such contract or agreement the indemnity provided by this **Section** shall only apply if the sole conduct and control of any claim is vested in the **Insurer**

Provided that the **Insurer** shall not in any event provide indemnity

- a under Exclusion 9a of this **Section** except as stated therein
- b in respect of liquidated damages or fines or damages imposed by or payable under any penalty clause.

## 11 Manslaughter Defence Costs

The **Insurer** will indemnify the **Insured** in respect of

- a legal costs and expenses incurred with the prior written consent of the **Insurer** and
- b costs of the prosecution awarded against the **Insured**

in connection with the defence of any criminal proceedings including appeals against judgment arising from such proceedings brought under The Corporate Manslaughter and Corporate Homicide Act 2007 or any equivalent legislation in the Channel Islands or the Isle of Man in respect of any fatal **Injury** occurring during the **Period of Insurance** in connection with the **Business** and which may be the subject of indemnity under this **Section**

Provided that

- 1 the maximum amount payable under this extension shall not exceed £5,000,000 during any one **Period of Insurance** or the **Limit of Indemnity** under this **Section** as stated in the **Schedule** whichever is the lesser
- 2 all amounts payable under this extension will form part of and are not in addition to the **Limit of Indemnity** under this **Section** as stated in the **Schedule**
- 3 where the **Insurer** has already indemnified the **Insured** in respect of legal costs and expenses incurred in connection with the defence of any criminal proceedings including appeals against judgment arising from such proceedings brought under The Corporate Manslaughter and Corporate Homicide Act 2007 arising out of the same occurrence which gave rise to said proceedings under another **Section** of the **Policy** the amount paid under that **Section** shall contribute to the maximum amount payable under this extension
- 4 the **Insurer** agrees details of the specific solicitor or counsel who are to act on behalf of the **Insured** prior to their appointment

the **Insurer** will not pay for

- a any fines or penalties imposed on the **Insured** or the cost of implementing any remedial order or publicity order
- b legal costs and expenses in connection with an appeal unless solicitor or counsel advise that there are strong prospects of succeeding in the appeal or recovering costs awarded against the **Insured** at all times throughout the appeals process. Any change to such prospect of success during the appeals process may result in cover being removed
- c costs and expenses provided by another source or any other insurance or where but for the existence of this extension would have been provided by such source or insurance
- d costs and expenses in connection with the defence of any criminal proceedings relating to an alleged breach brought in any country other than the **United Kingdom**

- e costs and expenses in connection with the defence of any criminal proceedings resulting from any deliberate or intentional criminal act or omission by
  - i the **Insured**
  - ii any partner or director of the **Insured**

## 12 Financial Loss

This **Section** is extended to indemnify the **Insured** against legal liability to pay compensation and claimants' costs and expenses in respect of accidental **Financial Loss** sustained in connection with the **Business** by the claimant within the **United Kingdom** and for which any claim is

- a first made in writing against the **Insured** during the **Period of Insurance** and
- b notified to the **Insurer** during the same **Period of Insurance** or within 30 days of the expiry of such **Period of Insurance**

In addition the **Insurer** will pay costs and expenses incurred by the **Insurer** or with the written consent of the **Insurer**

- 1 in connection with the defence of any claim
- 2 at proceedings in any court of summary jurisdiction or on indictment in any higher court in respect of alleged breach of statutory duty resulting in **Financial Loss** which may be the subject of indemnity under this Extension

provided that

- a the **Insurer's** liability under this extension for all claims first made against the **Insured** during any one **Period of Insurance** is limited to £2,000,000 in total but not exceeding £1,000,000 in respect of any claims for libel and/or slander
- b for the purposes of this extension **Financial Loss** shall mean a pecuniary loss or expense incurred by any person other than the **Insured** or a partner director or **Employee** of the **Insured**
- c the indemnity granted by Extension 2 Joint **Insured** Cross Liabilities shall not apply to this extension
- d the **Insured** shall be responsible for the first 10% of compensation and costs and expenses payable in respect of each and every Claim made against the **Insured** subject to a minimum contribution of £500 in respect of each and every claim

This Extension does not cover

### 1 Injury and Damage

liability in respect of

- a **Injury** to any person
- b loss or **Damage** to any material **Property**
- c nuisance trespass obstruction or interference with any right of way air light or water
- d wrongful arrest detention imprisonment or eviction of any person or invasion of right of privacy
- e infringement of patent copyright design trademark trade name or any other intellectual property rights

### 2 Contractual Liability

liability assumed by the **Insured** either directly or indirectly by a contract or agreement entered into by the **Insured**

### 3 Property in the charge or control of the Insured

liability in respect of **Financial Loss** incurred as a result of loss or **Damage** to material **Property** belonging to or in the charge or control of the **Insured** or failure to return such **Property**

### 4 Delays or Damage to Goods Supplied

liability in respect of

- a the costs of or arising from the need for making good removal repair rectification replacement or recall of any **Products**
- b diminution in value of **Products** or work executed by or on behalf of the **Insured**
- c delay non-completion strikes labour disputes financial default insolvency or non delivery of **Products**

### 5 Fraud and Dishonesty

liability arising out of any act of fraud or dishonesty by the **Insured** or any partner director or **Employee** of the **Insured** or inducement of breach of contract

### 6 Breach of Duty

liability arising from actual or alleged breach of duty breach of trust breach of contract neglect error misstatement misleading statement omission breach of warranty of authority or other act done or wrongfully attempted by any director or officer of the **Insured**

### 7 Retroactive Date

liability arising out of or in connection with

- a any occurrence happening before the inception date of this Extension
- b any event or circumstances known to the **Insured** at inception of this Extension which may give rise to a claim for **Financial Loss**

## Exclusions

- 1 Liability in respect of **Injury** to any **Employee** arising out of and in the course of the employment or engagement of such person by the **Insured**.
- 2 Liability in respect of **Injury** or **Damage** arising in connection with work on or travel to or from **Offshore Installations**.
- 3 Liability in respect of
  - a fines, penalties or liquidated damages
  - b punitive, exemplary or aggravated damages or any damages resulting from the multiplication of compensatory damages.
- 4 Liability in respect of
  - a **Pollution or Contamination** occurring in the United States of America or Canada or any dependency or trust territory
  - b **Pollution or Contamination** occurring elsewhere unless caused by a sudden, identifiable, unintended and unexpected incident which takes place in its entirety at a specific time and place during the **Period of Insurance**.
- 5 Liability arising out of the ownership, possession or use by or on behalf of the **Insured** of any mechanically propelled **Vehicle** (or trailer attached thereto) which is required by any road traffic legislation to be the subject of compulsory insurance or other security but this Exclusion shall not apply in respect of the loading or unloading of such **Vehicle** or the delivery or collection of Goods to or from such Vehicle except where more specifically insured by any other **Policy**.
- 6 Liability arising out of the ownership, possession or use by or on behalf of the **Insured** of any vessel or craft designed to float on or in or travel through water, air or space (other than hand-propelled watercraft).
- 7 Liability in respect of **Damage** to any **Property** belonging to or in the charge or control of the **Insured** other than
  - a personal effects or Vehicles of any **Member** or **Employee** or of visitor to the **Insured**
  - b **Premises** (and their contents) not belonging, leased, rented or hired to the **Insured** but temporarily in the charge of the **Insured** for the purpose of carrying out work
  - c **Premises** (including their fixtures and fittings) leased, rented or hired to the **Insured** but this **Section** does not cover liability attaching to the **Insured** solely under the terms of any tenancy or other agreement.
- 8 Liability in respect of
  - a **Damage** to any **Goods** or other **Property** sold, supplied, delivered, installed or erected by or on behalf of the **Insured**
  - b all costs of or arising from the need for reinstatement, making good, removal, repair, rectification, replacement or recall of
    - i any such **Goods** or **Property**
    - ii any defective work executed by or on behalf of the **Insured** except that 8a and 8bi above shall not apply to liability in respect of **Damage** to the said **Goods** or **Property** if such **Damage** is caused by or arises from
      - 1 any alteration, repair or servicing work executed
      - 2 any other **Goods** or **Property** sold, supplied, delivered, installed or erected by the **Insured** under a separate contract.
- 9 In respect of **Injury** or **Damage** caused by or arising from **Products**
  - a any liability which attaches to the **Insured** solely under the terms of an agreement other than
    - i under any warranty of **Goods** implied by law
    - ii under any indemnity clause in any agreement between the **Insured** and any independent carrier in respect of **Injury**, loss or **Damage** caused by **Products** entrusted to such carrier for **Transit** by road rail or waterway
  - b any **Product** installed or incorporated in any craft designed to travel in or through air or space
  - c any claim made against the **Insured** in any country outside the European Union in which the **Insured** occupy premises or are represented by any resident **Employee** or holder of the **Insured's** power of attorney
  - d any liability arising from any **Products** exported by the **Insured** or with their knowledge to the United States of America or Canada.
- 10 Liability for **Injury** or **Damage** arising out of or in connection with design, formula, specification, inspection, certification or testing provided or performed for a fee by or on behalf of the **Insured** other than where provided or performed in connection with any **Product** insured by this **Section**.
- 11 Liability in respect of loss of or **Damage** to any **Property**
  - a comprising or to be incorporated in the contract works in respect of any contract undertaken by the **Insured**
  - b against which the **Insured** are required to effect insurance under the terms of Clause 6.5.1. of the J.C.T. (R.I.B.A.) Conditions of Contract or of any other contract conditions requiring insurance of a like kind.
- 12 a liability in any way caused by, arising from or contributed to by
  - i exposure to or inhalation of **Asbestos**
  - ii fear of the consequences of exposure to or inhalation of **Asbestos**

- b liability for the costs of management (including those of any persons under any statutory duty to manage), removal, repair, alteration, recall, replacement or reinstatement of any property arising out of the presence of **Asbestos**

**13** The Amount of the **Excess** shown in the **Schedule**.

**14** Loss, damage, expense or liability howsoever arising out of a **Cyber Event**.

Definitions

**Cyber Event** means

- a any unauthorised **Processing of Data** by the **Insured**
- b any breach of laws and infringement of regulations pertaining to the maintenance or protection of **Data**
- c any **Network Security Failure** in the **Insured's Sphere**

**Data** includes but is not limited to **Personal Data**, facts, concepts and information, software or other coded instructions in a formalised manner useable for communications, interpretation or processing.

**Personal Data** means any information relating to an identified or **Identifiable Natural Person**.

An **Identifiable Natural Person** is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

**Processing** means any operation or set of operations which is performed on data or on sets of data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

**Damage to Data** means any loss, destruction or corruption of **Data**. Any **Damage to Data** of a Third Party by the **Insured** is not deemed to be a **Cyber Event** if there is not any **Network Security Failure** involved.

**Insured's Sphere** means any system or device leased, owned, operated, or lost by or which is made available or accessible to the **Insured** for the purpose of **Processing Data**.

**Network Security Failure** means any non-physical and technological failure of computer system security or other technological security measures leading to unauthorised access and/or theft of **Data**, loss of operational control of **Data**, transmission of virus or malicious code and/or denial of service.

## Conditions

### 1 Alteration in Risk

The **Insured** must notify the **Insurer** as soon as possible if during the **Period of Insurance** there is any alteration:

- a in or to the **Business**
- b in the ownership of the **Insured**
- c to the facts or matters set out in the **Schedule** or otherwise comprising the risk presentation made by the **Insured** to the **Insurer** at inception, renewal or variation of the **Policy**

which materially increases the risk of legal liability to pay costs and expenses as insured by this **Section**.

Upon being notified of any such alteration, the **Insurer** may, at its absolute discretion

- a continue to provide cover under this **Section** on the same terms
- b restrict the cover provided under this **Section**
- c impose additional terms
- d alter the premium
- e cancel this **Section** and the **Policy**.

If the **Insured** fails to notify the **Insurer** of any such alteration, the **Insurer** may

- a treat this **Section** and the **Policy** as if it had come to an end as at the date of the alteration of the risk, returning a proportionate amount of the premium for the unexpired **Period of Insurance**, if the **Insurer** would have cancelled this **Section** and the **Policy** had it known of the increase in risk
- b treat this **Section** and the **Policy** as if it had contained such terms (other than relating to premium) or other restrictions (if any) from the date of the alteration in risk as the **Insurer** would have applied had it known of the increase in risk
- c reduce proportionately the amount paid or payable on any claim, the proportion for which the **Insurer** is liable being calculated by comparing the premium actually charged as a percentage of the premium which the **Insurer** would have charged had it known of the increase in risk.

# Section 4 – Personal Accident

## Section Definitions

### Accidental Bodily Injury

Bodily Injury caused by

- a accidental violent external and visible means
- b unavoidable exposure to the elements.

### Aircraft Accumulation Limit

The **Insurer's** maximum liability in total under this and any other group personal accident and/or business travel policies issued or to be issued by the **Insurer** to the **Insured** for all Losses involving any aircraft.

### Benefit

The sum or sums of money that the **Insurer** has agreed to pay the Insured or, as applicable, The **Insured Person** as shown in the **Schedule**.

### Contamination

Contamination or poisoning of people by nuclear and/or chemical and/or biological substances which cause illness and/or disablement and/or **Death**.

### Conveyance Accumulation Limit

The **Insurer's** maximum liability in the aggregate under this **Section** and any other group personal accident and business travel policies issued or to be issued by the **Insurer** to the **Insured** in respect of any one originating event involving any motorised or powered transport with the exception of aircraft.

### Death

Death caused by **Accidental Bodily Injury**.

### Event Accumulation Limit

The **Insurer's** maximum liability in total under this **Section** and any other group personal accident and/or business travel policies issued or to be issued by the **Insurer** to the **Insured** for all Losses not involving air travel.

### First Aid Expenses

Expenses necessarily incurred by the **Insured Person** or the **Insured** on behalf of the **Insured Person** for immediate and urgent treatment due to The **Insured Person** having sustained **Accidental Bodily Injury** which results in a valid claim for any of the **Benefits** under Items 1 and 2 as shown in the Scale(s) of Compensation on the **Schedule**.

### Hospital

Any National Health Service Trust or registered private Hospital in the **United Kingdom** licensed by a recognised body for the undertaking of surgical operations.

### Hospitalisation

Any continuous period of 24 hours during which time the **Insured Person(s)** has been confined to **Hospital**.

### Insured Person

Any official, trustee, committee member, player, umpire or scorer, official or coaching staff of the County Cricket Board, Association or League named and shown in the **Schedule**

### Loss

A loss or series of losses arising out of or consequent upon or contributed to directly or indirectly by one originating event.

### Loss of Hearing

Total and permanent **Loss of Hearing** in one or both ears which has lasted for three consecutive months of the **Insured Person(s)** lifetime and at the end of that period in the opinion of an independent qualified medical referee is beyond hope of improvement.

### Loss of Internal Organ

Total and permanent loss by removal or total and permanent effective loss of use of one lung or one kidney or the spleen or the liver

### Loss of Limb

Total and permanent loss by physical separation or total and permanent loss of use of a hand at or above the wrist or a foot at or above the ankle.

## Loss of Sight

Total and permanent loss of sight which will be considered as having occurred

- a In both eyes if the **Insured Person(s)** name has been added to the Register of Blind Persons maintained by the government on the authority of a fully qualified ophthalmic specialist or
- b In one eye if the degree of sight remaining after correction is either:
  - i 3/60 or less on the Snellen Scale                      Benefit 100%
  - ii between 3/60 and 6/60 on the Snellen Scale      Benefit 10%

The **Insurer** will not pay more than the **Loss of Sight Benefit** as shown in the **Schedule**.

## Loss of Speech

Total and permanent loss of the ability to speak or communicate verbally.

## Maximum Benefit

The maximum amount of **Benefit** payable as shown in the Scale of Compensation on the **Schedule**.

## Maximum Benefit Period

The maximum length of time for which a **Benefit** is payable as shown in the **Schedule**.

## Operative Time of Cover

Whilst the **Insured Person** is at any ground or premises in the **United Kingdom** where the **Insured** has agreed a fixture, organised training or other official County Cricket Board, Association or League activity, including travel directly to and from such activities.

## Permanent Partial Disablement

**Loss of Sight, Loss of Hearing, Loss of Speech, Loss of Limb or Loss of Internal Organ.**

## Permanent Total Disablement

Any permanent disablement other than **Loss of Sight** or **Loss of Hearing** or **Loss of Limb or Loss of Internal Organ** or **Loss of Speech** which having lasted without interruption for at least 12 months is without any reasonable prospect of improving and in the opinion of an independent qualified medical referee acceptable to the **Insurer** will in all probability permanently, completely and continuously prevent the **Insured Person(s)** from engaging in or giving attention to business profession or occupation of each and every kind .

## Permanent Total Disablement - Continental Scale

Compensation under **Permanent Total Disablement** is extended to include the following **Benefit** subject to a maximum total of 100% in the aggregate

### 1 Permanent Total Disablement 100%

### 2 Permanent loss by physical separation of:

- a one thumb:
  - i both phalanges 30%
  - ii one phalange 15%
- b one index finger:
  - i three phalanges 20%
  - ii two phalanges 13%
  - iii one phalange 6%
- c one other finger:
  - i three phalanges 10%
  - ii two phalanges 6%
  - iii one phalange 3%
- d one great toe:
  - i two phalanges 15%
  - ii one phalange 7.5%
- e one other toe:
  - i three phalanges 5%
  - ii two phalanges 3%
  - iii one phalange 1.5%



- 3 Permanent total loss of use of:
  - a Shoulder or Elbow 25%
  - b Wrist, Hip, Knee or Ankle 20%
- 4 Removal by Surgical Operation of Lower Jaw 30%
- 5 Sickness resulting in **Loss Of Sight** or **Permanent Total Disablement** by Paralysis 20%

which the **Insured Person** has survived for at least one month from the date of the occurrence.

In the event of Partial loss for 2 above proportionately lower percentage of compensation will be payable.

### **Physiotherapy Treatment**

The treatment of Injury by physical manipulation, massage, remedial exercise and/or the application of heat, light, Ultraviolet or Infrared Rays, Electrical Current or Ultrasound waves by a qualified physiotherapist

### **Temporary Partial Disablement**

Disablement that completely prevents The **Insured Person** from performing each and every function of their **Usual Occupation**.

### **Temporary Total Disablement**

Disablement which completely prevents the **Insured Person(s)** from performing each and every function of their **Usual Occupation** but is not **Permanent Total Disablement**.

### **United Kingdom**

England, Scotland, Wales, Northern Ireland, Isle of Man and the Channel Islands.

### **Usual Occupation**

The tasks, duties and other functions which the **Insured Person's** employer normally pays the **Insured Person** to perform in connection with their employment.

### **Weekly Benefit**

The amount shown in the Scale Of Compensation which the **Insurer** will pay to the **Insured** for each complete working week during any period of **Temporary Total Disablement** of an **Insured Person(s)**.

## **Cover**

### **Standard Cover**

Where Standard Cover is selected in the **Schedule** the **Insurer** will pay the **Insured** in respect of benefits 1 to 3 in accordance with the Standard Cover Scale of Compensation specified in the **Schedule**

### **Gold Cover**

Where Gold Cover is selected in the **Schedule** the **Insurer** will pay the **Insured** in respect of benefits 1 to 4 in accordance with the Gold Cover Scale of Compensation specified in the **Schedule**

## **Benefits**

### **1 Personal Accident**

The **Insurer** will pay the **Insured** compensation in accordance with the **Standard Cover** Scale of Compensation specified in the **Schedule** if any **Insured Person** suffers **Accidental Bodily Injury** during the **Period of Insurance** and **Operative Time of Cover** which, within 12 months thereof solely, directly and independently of any other cause results in the **Death, Permanent Total Disablement, Permanent Partial Disablement** or **Temporary Total Disablement** of an **Insured Person(s)**.

### **2 Dental/Optical Treatment - cost of repair/replacement of broken/cracked spectacles or dentures**

The **Insurer** will pay any dental or optical treatment expenses and/or the cost of repair/replacement of broken/cracked spectacles or dentures reasonably incurred by any **Insured Person** in direct connection with any Accident whilst engaging in Club activities up to but not exceeding the amount specified in the **Schedule** in respect of any one Accident excluding replacement or repair of contact lenses or property otherwise insured.

### **3 Hospitalisation Benefit**

If as a result of having sustained **Accidental Bodily Injury** an **Insured Person(s)** is admitted to **Hospital** as an in-patient for a period of not less than 24 hours on the recommendation of the **Insured Person(s)** own general practitioner or an appropriate doctor attached to the **Hospital**, the **Insurer** will pay the **Insured** up to the amount specified in the **Schedule**.

### **4 Physiotherapy Treatment**

The **Insurer** will pay up to the amount specified in the **Schedule** in respect of each **Insured Person** for **Physiotherapy Treatment** deemed appropriate by The **Insured Person's** medical attendant due to the **Insured Person** having sustained **Accidental Bodily Injury** whilst engaging in Club activities which results in the inability to participate in matches provided that the **Insured Person** is under 80 years of age.

## Exclusions

This section does not cover any claims:

- 1 sustained whilst or consequent upon or contributed to directly or indirectly by an **Insured Person** engaging in:
  - a air travel other than as a fare paying passenger in a fully licenced passenger carrying aircraft.
  - b active service in the armed forces of any Nation, International Authority or other such organisation
- 2 arising out of or consequent upon or contributed directly or indirectly by:
  - a any claim arising out of or consequent upon or contributed directly or indirectly to by the **Insured Person(s)** taking illegal drugs or taking non-prescribed drugs for recreational purposes or taking drugs prescribed for the **Insured Person(s)**'s own drug addiction or alcoholism.
  - b the **Insured** person committing a criminal act or whilst engaged in civil commotion or riot of any kind
- 3 arising out of any occurrence outside of the **United Kingdom**
- 4 caused or contributed to directly or indirectly by:
  - a pregnancy or childbirth
  - b sexually transmitted diseases including HIV (Human Immunodeficiency Virus) and/or AIDS (Acquired Immune Deficiency Syndrome) and/or any mutant derivative or variations thereof however caused.
  - c the suicide, intentional self-**Injury** or insanity of or by the **Insured Person**
  - d sickness or disease (with the exception of Associated Illness) or any naturally occurring condition or gradually operating cause.
- 5 arising directly or indirectly out of any nuclear, chemical or biological **Contamination** due to any act of **Terrorism** regardless of any other event
- 6 arising out of or consequent upon or contributed directly or indirectly to by ionising radiations radioactive **Contamination** or radiation of any kind including the radioactive, toxic or other hazardous properties of any explosive nuclear assembly or nuclear component thereof.
- 7 any claim or series of claims arising out of or consequent upon (or contributed to directly or indirectly by) any one originating **Event** not involving or relating to any aircraft and/or motorised or powered transport in excess of £20 million or the amount shown under the **Event Accumulation Limit** in the **Schedule** whichever shall be the lower.
- 8 any claim or series of claims arising out of or consequent upon (or contributed to directly or indirectly by) any one originating **Event** involving or relating to any aircraft in excess of the **Aircraft Accumulation Limit**.
- 9 any claim or series of claims arising out of or consequent upon (or contributed to directly or indirectly by) any one originating **Event** involving or relating to any motorised or powered transport other than aircraft in excess of the **Conveyance Accumulation Limit**.
- 10 any claim or series of claims caused or contributed by a **Cyber Event** or **Denial of Service**.

Definitions

**Computer System** means any computer, hardware, software, information technology and communications system or electronic device, including any similar system or any configuration of the aforementioned and including any associated input, output or data storage device, networking equipment or back up facility.

**Cyber Event** means an unauthorised or malicious act or series of related unauthorised or malicious acts, regardless of time and place, or the threat or hoax thereof involving access to, processing of, use of or operation of any **Computer System** or any data by any person or group(s) of persons.

**Denial of Service** means any actions or instructions constructed or generated with the ability to damage, interfere with or otherwise affect the availability of networks, network services, network connectivity or information systems. **Denial of Service** includes, but is not limited to, the generation of excess traffic into network addresses, the exploitation of system or network weaknesses and the generation of excess or non-genuine traffic between and amongst networks.

Write-back

Where coverage is provided, this exclusion does not apply to

- 1 The Personal Accident Section
- 2 Sickness

Subject otherwise to the terms, conditions and exclusion of this **Policy**.

## Conditions

### 1 Misrepresentation of facts relevant to an **Insured Person**

If a claim is made under this **Section**, the **Insurer** will not invoke the remedies which might otherwise have been available to it under Policy Condition 1. Fair Presentation of the Risk as against the **Insured**, if the failure to make a fair presentation of the risk concerns only facts or information which relate to a particular **Insured Person**. If the **Insured Person** concerned or the **Insured** on their behalf makes a careless misrepresentation of facts, the **Insurer** may invoke the remedies available to it under Policy Condition 1 as against that **Insured Person** only, as if a separate insurance contract had been issued to such person, leaving the remainder of the **Policy** unaffected.

### 2 Fraudulent Claims

If any fraud to which Policy Condition 6 relates is perpetrated by or on behalf of an **Insured Person** (and not on behalf of the **Insured**), Policy Condition 6 should be read as if it applies only to that **Insured Person's** claim and references to the **Policy** should be read as if they were references to the cover effected for that person alone and not to the **Policy** as a whole.

### 3 The **Insurer** will not pay more than the Maximum **Benefit** for any one **Insured Person(s)** as shown in the **Schedule**.

### 4 Payment by the **Insurer** to the **Insured** of any Weekly **Benefit** does not prejudice the **Insured's** entitlement to any other **Benefit**, but payment of Weekly **Benefit** will cease if the **Insurer** pays any of the Capital Sum **Benefits** following payment of which the **Insurer** will not be liable to pay any further **Benefits** in respect of the same **Insured Person(s)**.

### 5 The **Schedule** shows the amount of Weekly **Benefit** payable to the **Insured** for each complete working week of **Temporary Total Disablement**. Payment for any incomplete working week will be calculated as a proportion of the Weekly **Benefit** amount shown in the **Schedule**.

### 6 The **Insurer** will not pay more than one of the Benefits 1 to 8 shown in the Scale Of Compensation in respect of any one **Insured Person(s)** for injuries arising from the same originating event.

### 7 Accumulation Limit

The **Insurer's** maximum liability for all accepted claim in aggregate in respect of all **Insured Person(s)** involved in the same originating event shall not exceed **Aircraft Accumulation Limit, Conveyance Accumulation Limit** or **Event Accumulation Limit** as applicable. Where the aggregate total of all individual claims exceeds the Accumulation Limit the individual claims shall be reduced proportionately until the aggregate total of all individual claims does not exceed the lowest applicable Accumulation Limit in the **Schedule**.

### 8 **Section** Age Limit

No person aged 85 or over at commencement of the **Period of Insurance** will be covered by this **Section**

### 9 **Benefit** Limitations

a The maximum **Benefit** payable in respect of **Death** of an **Insured Person** under 16 years of age is £2,500

b The maximum **Benefit** payable in respect of in respect of **Death** or any **Permanent Partial Disablement** benefits for an **Insured Person** between the ages of 80 and 85 shall not exceed £5,000

c The **Temporary Total Disablement Benefit**

i shall not exceed the **Insured Person's** normal weekly wage

ii in the case of a person who is not gainfully employed shall be the cost of additional personal expenses actually incurred up to a maximum of the **Temporary Total Disablement Benefit** selected by the County Cricket Board, Association or League.

iii shall not be paid for **Insured Person's** under the age of 16 or over the age of 80.

### 10 It is a condition precedent to the liability of the **Insurer** that the **Insured** must give immediate notice to the **Insurer** of any change to the occupation of any **Insured Person** from that which the **Insured** originally advised to the **Insurer**.

# Claims Handling

If an **Accident**, loss or **Damage** occurs or any circumstances arise which may cause a claim to be made:

- You should notify Marshall Wooldridge Ltd, 14-16 Ivegate, Yeadon, Leeds, LS19 7RE Telephone 0800 289 301 Fax. 0113 239 1296
- promptly, if an incident occurs that may lead to you making a claim
- immediately, in the event of a serious **Accident**, loss or **Damage**

Please provide as much information as possible about the claim, and your certificate number if available

- We recommend you check that the **Accident**, loss or **Damage** is covered by your **Policy**. If you are in any doubt please consult Marshall Wooldridge Ltd
- You should comply with the requirements for claim notification contained in the **Policy** conditions, which detail your obligations and our rights in the event of a claim. If you are in any doubt please consult Marshall Wooldridge Ltd
- You should carry out any emergency action to protect your **Property** from further **Damage** (e.g. turning off main services) or to make it waterproof or secure. We will be pleased to provide advice and assistance to find the right person or organisation to help you. If you do incur any charges please retain the bills as these may form part of your claim
- If emergency work has been completed on your own authority please contact us via your Marshall Wooldridge Ltd before permanent repairs begin
- Please do not dispose of **damaged** items before we have had the opportunity to inspect them
- You should report to the Police any loss or **Damage** from theft, arson, malicious **Damage**, or riot or civil commotion and obtain a crime book reference from them
- Please ensure that your responsibility for **Injury** to someone or **Damage** to their property is not discussed with or admitted to anyone else
- If an **Employee** or someone else is holding you responsible for **Injury** to them or for **Damage** to their property then you should tell us promptly via Marshall Wooldridge Ltd, and send any letters, writs or summons to us unanswered
- Our aim is to deal with your claim promptly and fairly. Depending on the type of claim and value involved we may:
  - forward a claim form for you to complete and sign
  - appoint an independent Loss Adjuster to deal with your claim
  - arrange for one of our Claims staff to visit you
  - reply to you via Marshall Wooldridge Ltd by letter or by telephone

# Complaints Procedure

Our aim is to get it right, first time every time. If you have a complaint we will try to resolve it straight away but if we are unable to we will confirm we have received your complaint within five working days and do our best to resolve the problem within four weeks. If we cannot we will let you know when an answer may be expected.

If we have not resolved the situation within eight weeks we will issue you with information about the Financial Ombudsman Service (FOS) which offers a free, independent complaint resolution service.

If you have a complaint, please contact our Customer Satisfaction Manager at:

Customer Satisfaction Manager  
Allianz Insurance plc  
57 Ladymead  
Guildford  
Surrey  
GU1 1DB

Telephone number: 01483 552438

Fax Number: 01483 790538

Email: [accsm@allianz.co.uk](mailto:accsm@allianz.co.uk)

**You have the right to refer your complaint to the Financial Ombudsman, free of charge – but you must do so within six months of the date of the final response letter.**

If you do not refer your complaint in time, the Ombudsman will not have our permission to consider your complaint and so will only be able to do so in very limited circumstances. For example, if the Ombudsman believes that the delay was as a result of exceptional circumstances.

The Financial Ombudsman Service  
Exchange Tower  
London  
E14 9SR

Website: [www.financial-ombudsman.org.uk](http://www.financial-ombudsman.org.uk)

Telephone: 0800 023 4567 or 0300 123 9123

Email: [complaint.info@financial-ombudsman.org.uk](mailto:complaint.info@financial-ombudsman.org.uk)

Using our complaints procedure or contacting the FOS does not affect your legal rights.

The European Commission has an online dispute resolution service for consumers who have a complaint about a product or service bought online. If you choose to submit your complaint this way it will be forwarded to the Financial Ombudsman Service.

Visit <https://ec.europa.eu/odr> to access the Online Dispute Resolution Service. Please quote our e-mail address: [accsm@allianz.co.uk](mailto:accsm@allianz.co.uk)

Alternatively, you can contact the Financial Ombudsman Service directly.

# Financial Services Compensation Scheme

Allianz Insurance plc contributes to the Financial Services Compensation Scheme (FSCS).

The Insured may be entitled to compensation from the FSCS if the Insurer is unable to meet its liabilities.

Further information about compensation scheme arrangements is available at [www.fscs.org.uk](http://www.fscs.org.uk), by emailing [enquiries@fscs.org.uk](mailto:enquiries@fscs.org.uk) or by phoning the FSCS on 0800 678 1100 or 0207 741 4100.

# Fair Processing Notice – how we use personal information

## 1. Who we are

When **we** refer to “**we**”, “**us**” and “**our**” in this notice it means Allianz Insurance plc or Allianz Engineering Inspection Services Limited.

When **we** say, “**individuals**” in this notice, **we** mean anyone whose personal information **we** may collect, including:

- anyone seeking an insurance quote from **us** or whose details are provided during the quotation process
- policyholders and anyone named on or covered by the policy
- anyone who may benefit from or be directly involved in the policy or a claim, including claimants and witnesses.

## 2. How we use personal information

**We** use personal information in the following ways:

- to provide quotes, administer policies and policyholder claims to fulfil **our** contract
- to administer third party claims and prevent financial crime to meet **our** legal obligations
- to manage **our** business and conduct market research to meet the legitimate needs of **our** business
- to send marketing information about **our** products and services if **we** have received specific consent.

There is no obligation to provide **us** with personal information, but **we** cannot provide **our** products and services without it.

**Anyone whose personal information we hold has the right to object to us using it.**

**They can do this at any time by telling us and we will consider the request and either stop using their personal information or explain why we are not able to.**

**Further details can be found below.**

## 3. Automated decision making, including profiling

**We** may use automated decision making, including profiling, to assess insurance risks and administer policies. This helps **us** decide whether to offer insurance, determine prices and validate claims.

Anyone subject to an automated decision has the right to object to it. To do so they should contact **us** by emailing **us** at [accsm@allianz.co.uk](mailto:accsm@allianz.co.uk) and **we** will review the decision.

## 4. The personal information we collect

**We** collect the following types of personal information so **we** can complete the activities in section 2, “How **we** use personal information”

- basic personal details such as name, age, address and gender
- family, lifestyle and social circumstances, such as marital status, dependants and employment type
- financial details such as direct debit or payment card information
- photographs and/or video to help **us** manage policies and assess claims
- tracking and location information if it is relevant to the insurance policy or claim
- identification checks and background insurance risk details including previous claims information
- medical information if it is relevant to the insurance policy or claim
- criminal convictions if it is relevant to the insurance policy or claim
- accessibility details if **we** need to make reasonable adjustments to help
- business activities such as goods and services offered.

## 5. Where we collect personal information

Direct from **individuals**, their representatives or information they have made public, for example, on social media.

From other persons or organisations, for example:

- credit reference and/or fraud prevention agencies
- emergency services, law enforcement agencies, medical and legal practices
- insurance industry registers and databases used to detect and prevent insurance fraud, for example, the Motor Insurance Database (MID), the Motor Insurers Anti-Fraud and Theft Register (MIAFTR) and the Claims and Underwriting Exchange (CUE)
- insurance investigators and claims service providers
- other insurers or service providers who underwrite the insurance or provide the services for **our** products
- other involved parties, for example, claimants or witnesses.

## 6. Sharing personal information

**We** may share personal information with:

- other companies within the global Allianz Group [www.allianz.com](http://www.allianz.com)
- credit reference, fraud prevention and other agencies that carry out certain activities on **our** behalf, for example, the Motor Insurance Database (MID), the Insurance Fraud Bureau (IFB) and marketing agencies if agreed
- **our** approved suppliers to help deal with claims or provide **our** benefit services, for example, vehicle repairers, legal advisors and loss adjusters
- other insurers, third party underwriters, reinsurers, insurance intermediaries, regulators, law enforcement and the Financial Ombudsman Service (FOS); and other companies that provide services to **us** or you, for example, the Employers Liability Tracing Office (ELTO) and the Claims and Underwriting Exchange (CUE)
- prospective buyers in the event that **we** wish to sell all or part of **our** business.

## 7. Transferring personal information outside the UK

**We** use servers located in the European Union (EU) to store personal information where it is protected by laws equivalent to those in the UK. **We** may transfer personal information to other members of the global Allianz Group to manage the insurance policy or claim; this could be inside or outside the EU. **We** have Binding Corporate Rules (BCR's) which are **our** commitment to the same high level of protection for personal information regardless of where it is processed. These rules align with those required by the European Information Protection authorities. For more information about BCR's, contact **our** Data Protection Officer.

Some of **our** suppliers have servers outside the EU. **Our** contracts with these suppliers require them to provide equivalent levels of protection for personal information.

## 8. How long we keep personal information

**We** keep information only for as long as **we** need it to administer the policy, manage **our** business or as required by law or contract.

## 9. Know your rights

Any **individual** whose personal information **we** hold has the right to:

- object to **us** processing it. **We** will either agree to stop processing or explain why **we** are unable to (the right to object)
- ask for a copy of their personal information **we** hold, subject to certain exemptions (a data subject access request)
- ask **us** to update or correct their personal information to ensure its accuracy (the right of rectification)
- ask **us** to delete their personal information from **our** records if it is no longer needed for the original purpose (the right to be forgotten)
- ask **us** to restrict the processing of their personal information in certain circumstances (the right of restriction)
- ask for a copy of their personal information, so it can be used for their own purposes (the right to data portability)
- complain if they feel their personal information has been mishandled. **We** encourage **individuals** to come to **us** in the first instance but they are entitled to complain directly to the Information Commissioner's Office (ICO) [www.ico.org.uk](http://www.ico.org.uk)
- ask **us**, at any time, to stop processing their personal information, if the processing is based only on **individual** consent (the right to withdraw consent).



**If you wish to exercise any of these rights please contact our Customer Satisfaction Manager:**

Address: Customer Satisfaction Manager, Allianz, 57 Ladymead, Guildford, Surrey, GU1 1DB

Email: [accsm@allianz.co.uk](mailto:accsm@allianz.co.uk)

Phone: 01483 552438

## **10. Allianz (UK) Group Data Protection Officer Contact details**

Allianz Insurance plc and Allianz Engineering Inspection Services Limited are companies within the Allianz Holdings.

Any queries about how **we** use personal information should be addressed to **our** Data Protection Officer:

Address: Data Protection Officer, Allianz, 57 Ladymead, Guildford, Surrey GU1 1DB

Email: [dataprotectionofficer@allianz.co.uk](mailto:dataprotectionofficer@allianz.co.uk)

Phone: 0330 102 1837

## **Changes to our Fair Processing Notice**

Occasionally it may be necessary to make changes to this fair processing notice. When that happens **we** will provide an updated version at the earliest opportunity. The most recent version will always be available on **our** website [www.allianz.co.uk](http://www.allianz.co.uk)

## **Consent for Special Categories of Personal Data**

The global Allianz Group may need to collect and process data relating to **individuals** who may benefit from the policy (“Insured Persons”), which falls within the special categories of personal data under Data Protection Legislation, for example, medical history or convictions of Insured Persons for the purpose of evaluating the risk and/or administering claims which may occur. You must ensure that you have explicit verbal or written consent from the Insured Persons to such information being processed by the global Allianz Group and that this fact is made known to the Insured Persons.

By applying for and/or entering into this insurance policy you will be deemed to specifically consent to the use of the Insured Persons Personal Data in this way and for these purposes and that your directors, officers, partners, and employees have consented to the global Allianz Group using their details in this way.

## **Employers Liability Tracing Office**

If your policy provides Employers Liability cover information relating to your insurance policy will be provided to the Employers Liability Tracing Office (the “ELTO”) and added to an electronic database, (the “Database”) in a format set out by the Employer’s Liability Insurance: Disclosure by Insurers Instrument 2010.

The Database assists individual consumer claimants who have suffered an employment related injury or disease arising out of their course of employment in the UK whilst working for employers carrying on, or who carried on, business in the UK and as a result are covered by the employers’ liability insurance of their employers, (the “Claimants”):

- I.** to identify which insurer (or insurers) was (or were) providing employers’ liability cover during the relevant periods of employment; and
- II.** to identify the relevant employers’ liability insurance policies.

The Database and the data stored on it may be accessed and used by the Claimants, their appointed representatives, insurers with potential liability for UK commercial lines employers’ liability insurance cover and any other persons or entities permitted by law.

The Database will be managed by the ELTO and further information can be found on the ELTO website [www.elto.org.uk](http://www.elto.org.uk)

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Registered Address: Marshall Wooldridge Limited, 16 Ivegate, Yeadon, Leeds, LS19 7RE.  
Marshall Wooldridge Limited is Authorised and regulated by the Financial Conduct Authority, registration number 136079.

Allianz Insurance plc. Registered in England number 84638.  
Registered office: 57 Ladymead, Guildford, Surrey, GU1 1DB, United Kingdom.  
Allianz Insurance plc is authorised by the Prudential Regulation Authority  
and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.  
Financial Services Register number 121849.