SCHEDULE

Policy: HU PI6 8455131 (3)



INSURANCE DETAILS

Period of Insurance: Continuous cover from 01 May 2024 until the policy is cancelled.

Insurers: Coverage is provided by the insurers listed for each section of the policy

General terms and 21902 WD-PIP-IRE-GTC(1)

conditions wording: The General terms and conditions apply to this policy in conjunction with the specific wording

detailed in each section below

Property definitions

wording:

21865 WD-PIP-IRE-PD(1)

Property definitions apply to the Property sections of this policy in conjunction with the specific

wording detailed in each section below

Payment Method : Payment by Monthly Direct Debit

Anniversary Date: 01 May 2025

INSURED DETAILS

Insured : young writers

Address: Mount Town Community Facility

Dun Laoghaire A96KR65 Ireland

Additional Insureds: There are no Additional Insureds on this policy.

Business: Teaching

PREMIUM DETAILS

Total: **Annual Premium:** € 470.36 **Annual Tax:** € 23.51 € 493.87 **Total Premium: Total Tax:** Total: € 470.36 € 23.51 € 493.87 **Monthly Premium:** Tax: Total: € 41.16 € 39.20 € 1.96

PUBLIC AND PRODUCTS LIABILITY

Section wording: 21749 WD-PIP-IRE-GL(2)

Insurer: Hiscox SA

 Limit of indemnity
 Excess
 Annual Premium
 Annual Tax
 Monthly

 € 6,500,000
 € 325
 € 401.06
 € 20.05
 € 35.09

Limit applies to: Each claim with defence costs paid in addition other than for pollution and

for products to which a single aggregate policy limit including defence costs applies.

Excess Applies to: each and every claim for property damage only



Geographical Limits: Worldwide

Applicable Courts: Worldwide excluding claims brought in USA/Canada

Special limits (included within and not in addition to the overall limit/amount insured above)

Criminal defence costs € 130,000 in the aggregate

Pollution defence costs € 130,000 in the aggregate

Endorsements

3002.1 Amendment of cover: sourcing and supply – EU (GL)

PROPERTY - BUILDINGS

Section wording: 21862 WD-PIP-IRE-PYD(1)

Insurer: Hiscox SA

Premises: Mount Town Community Facility

Dun Laoghaire A96KR65 Ireland

Amount insured	Excess	Annual Premium	Annual Tax	Monthly
€ 500	€ 325	€ 34.65	€ 1.73	€ 3.03

Item Description	Excess	Amount insured
Tenants improvements	€ 325	€ 500

Total Amount Insured
Annual Premium€ 500Annual Tax€ 34.65Annual Tax€ 1.73Monthly€ 3.03Excess Applies to :each and every loss

Special Excesses

Losses from subsidence € 1,300 each and every loss

Additional cover (in addition to the overall limit/amount insured above)

Trace and access \in 6,500 Emergency services \in 10,000



Loss prevention costs	€ 32,500	
Additions to buildings	€ 65,000	
Inadvertent omissions	€ 650,000	
Trees, shrubs and plants	€ 32,500	
Discharge of oil	€ 13,000	
Lock replacement	€ 13,000	

PROPERTY - CONTENTS

Section wording: 21863 WD-PIP-IRE-PYE(1)

Insurer: Hiscox SA

Premises: Mount Town Community Facility

Dun Laoghaire A96KR65 Ireland

Amount insured	Excess	Annual Premium	Annual Tax	Monthly
€ 700	€ 325	€ 34.65	€ 1.73	€ 3.03

Item Description	Excess	Amount insured
Computer and ancillary equipment	€ 325	€ 700

Total Amount Insured
Annual Premium€ 700Annual Tax€ 34.65Annual Tax€ 1.73Monthly€ 3.03Excess Applies to :each and every loss

Additional cover (in addition to the overall limit/amount insured above)

Costs following glass breakage € 13,000

Additions to contents € 13,000 or 10% of the amount insured for contents, whichever

€ 6,500

is greater, each and every incident of loss

Money: in the office while open for business or

in the office in a locked safe

Money: in transit € 3,250Money: at all other times € 1,300Money: non-negotiable instruments € 1,300,000



F	Personal effects	€ 6,500		
F	Reconstitution of electronic data	€ 6,500		
L	_ock replacement	€ 13,000		
E	Building damage by theft	€ 13,000		
F	Personal assault: death	€ 13,000	per person	
	Personal assault: total loss, or permanent and otal loss of use, of one or more limbs	€ 13,000	per person	
-	Personal assault: total and irrecoverable loss of sight in one or both eyes	€ 13,000	per person	
ŗ	Personal assault: disablement which totally prevents the injured person from carrying out all parts of their usual occupation	€ 130	per week up to a maximum of 104 weeks	
ľ	Metered water and fuel	€ 6,500		
	Contents temporarily elsewhere including whilst n transit	€ 32,500	or 10% of the amount insured for contents, whichever is the less	
(Contents kept at home	€ 32,500	or 10% of the amount insured for contents, whichever is the less	
Special limits (included within and not in addition to the overall limit/amount insured above)				
F	Fraud and dishonesty	€ 32,500		
A LIME of the second through the second limited and the second through				

Additional cover (in addition to the overall limit/amount insured above)

Employees' cycles € 6,500 Extinguisher and alarm resetting expenses € 3,250 Outdoor items € 6,500

Removal of debris € 13,000 or 10% of the amount insured for contents, whichever

is the less

Accidental discharge of gas system € 3,250

Special limits (included within and not in addition to the overall limit/amount insured above)

Your own losses - Loss of documents € 6,500



The General Terms of this policy and the terms, conditions and exclusions of the relevant section all apply to this endorsement except as modified below:

Public and products liability: endorsements

Clause 3002.1

Amendment of cover: sourcing and supply - EU (GL)

We will not make any payment for any claim or loss directly or indirectly due to any of your products unless:

- (a) you have supplied the product as part of your business; and
- (b) you have taken reasonable steps to ensure that the product
 - (i) complies with all relevant health and safety regulations and standards in the European Union; and
 - (ii) is supplied with any instructions which are necessary for its safe use; and
 - (iii) is fit and proper for its supplied purpose; and
- (c) the product has been entirely made within the European Union or you have sourced the product from a supplier based in the European Union and you have a written contract or proof of sale for the product. You must take reasonable steps to ensure that the supplier you use is reputable, solvent and has appropriate insurance in place.

We will not make any payment for any claim or loss where **you** fail to demonstrate to **our** satisfaction that **you** have complied with these requirements.

Endorsements which apply to whole policy



Clause

3022.0

Continuous policy endorsement (ROI)

- We agree to give you continuous cover under this policy. To achieve this, all the references in this policy to period of insurance shall be for a continuous period starting with the date in the schedule, until either you or we cancel this policy. However, you must tell us as soon as reasonably practicable if any of the current actual figures exceed the maximum shown in the latest Duty of Disclosure Reminder.
- 2. In view of the continuous nature of this **policy**, we may at our discretion amend its premium and/or terms and conditions and we will tell you of our intention to do so. If you are unhappy with our proposed amendments, you will have the option to decline to continue this insurance. We will give you at least 30 days' notice of any changes.

Clause

Using your personal information

Hiscox is a trading name of a number of Hiscox companies. The specific company acting as a data controller of your personal information will be listed in the documentation we provide to you. If you are unsure you can also contact us at any time by telephoning +353 (0) 1238 1800 or by emailing us at dataprotectionofficer@hiscox.com.

We collect and process information about you in order to provide insurance policies and to process claims. Your information is also used for business purposes such as fraud prevention and detection and financial management. This may involve sharing your information with, and obtaining information about you from, our group companies and third parties such as brokers, loss adjusters, credit reference agencies, service providers, professional advisors, our regulators or fraud prevention agencies.

We may record telephone calls to help us monitor and improve the service we provide.

For further information on how your information is used and your rights in relation to your information please see our cookies policy at: www.hiscox.ie/cookies, and our privacy policy at: www.hiscox.ie/privacy.



INFORMATION ABOUT US

Insurers

These insurers provide cover as specified in each section of the schedule.

Name **Hiscox SA**

Registered address The Observatory, 7-11

Sir John Rogerson's Quay

Dublin 2 D02 VC42

REPUBLIC OF IRELAND

Company registration Company registration of the local branch: 908764

Hiscox SA is a non-life insurance company incorporated under the laws of the Grand Duchy of Luxembourg subject to the supervision of the Commissariat aux Assurances Status



Policy wording

The General terms and conditions, as applicable and the following terms and conditions all apply to this section.

Special definitions for this section

Abuse or molestation Physical or mental abuse, assault, battery, harassment, voyeurism, invasion of privacy,

mistreatment or maltreatment, any act of a sexual nature or any act undertaken with a

sexual motive.

Bodily injury Death, or any bodily or **mental injury** or disease of any person.

Defence costsCosts incurred with **our** prior written agreement to investigate, settle or defend a claim against **you**.

Denial of accessNuisance, trespass or interference with any easement or right of air, light, water or way.

Drone Any remotely controlled un-manned aerial vehicle and any accessories used with such vehicle.

Inefficacy The failure of any of your products or any service, process or system provided or managed

by **you** to perform the function or serve the purpose for which it was intended.

Mental injury A diagnosed recognisable psychiatric injury.

Personal injury False arrest, detention or imprisonment; malicious prosecution; wrongful entry into, or eviction of

a person from, a room, dwelling or premises that they occupy; invasion of any rights of privacy.

Pollution Any pollution or contamination, including but not limited to noise, electromagnetic fields,

radiation, radio waves, pyrite, mica or mould.

Products Any goods sold, supplied, distributed, manufactured, constructed, erected, installed, altered,

tested, serviced, maintained, repaired, cleaned or treated by you.

Property damage Physical loss of or damage to or destruction of tangible property including the resulting loss of

use of such property.

Tool of trade Mobile plant or equipment being used where insurance or security is not required under the

provisions of any road traffic legislation.

You/your Also includes any person who was, is or during the period of insurance becomes your

partner or director or senior manager in actual control of your operations.

What is covered

Claims against you

If, as a result of your business, any party brings a claim against you for:

- a. **bodily injury** or **property damage** occurring during the **period of insurance**;
- b. personal injury or denial of access committed during the period of insurance;

we will indemnify you against the sums you have to pay as compensation.

This includes a claim against any employee or volunteer worker of **yours** when they are acting on **your** behalf in whatever capacity.

We will also pay **defence costs**, but **we** will not pay costs for any part of a claim not covered by this section.

Claims against principals

If, as a result of **your business**, any party brings a claim, which falls within the scope of **What is covered**, Claims against you, against a customer of **your business** for whom **you** are providing services under contract or agreement and **you** are liable for that claim, **we** will treat such claim as if made against **you** and make the same payment to such customer that **we** would have made to **you**, provided that the party to be indemnified:

a. has not, in **our** reasonable opinion, caused or contributed to the claim against them;



Policy wording

- accepts that we can control the claim's defence and settlement in accordance with the terms of this section:
- c. has not admitted liability or prejudiced the defence of the claim before we are notified of it;
- d. gives us the information and co-operation we reasonably require for dealing with the claim.

Cross liabilities

If more than one insured is named in the schedule, **we** will deal with any claim as though a separate policy had been issued to each of them provided that **our** liability in the aggregate shall not exceed the limit of indemnity shown in the schedule.

Criminal proceedings costs

If any governmental, administrative or regulatory body brings any criminal action against **you** during the **period of insurance** for any breach of statute or regulation directly relating to any actual or potential claim under this section, **we** will pay the costs incurred with **our** prior written consent to defend such an action against **you** or any employee of **yours**.

Additional cover

Court attendance compensation

If any person within the definition of **you** has to attend court as a witness in connection with a claim against **you** covered under this section, **we** will pay **you** compensation for each day, or part of a day that their attendance is required by **our** solicitor.

What is not covered

A. We will not make any payment for any claim or loss directly or indirectly due to:

Property for which you are responsible

- loss of or damage to any property belonging to you or which at the time of the loss or damage is in your care, custody or control. This does not apply to:
 - a. employees' or visitors' vehicles or effects while on your premises;
 - premises, including their contents, which are not owned or rented by you, where you are temporarily carrying out your business;
 - c. premises rented to you, for loss or damage not insurable under property insurance policies and for which you would not be liable other than by the lease or other agreement.
- 2. the ownership, possession, maintenance or use by you or on your behalf of any aircraft or other aerial device, drones, hovercraft, watercraft (other than hand propelled or sailing craft less than 20 feet in length in inland or territorial waters) or any mechanically propelled vehicles and their trailers.

This does not apply to:

- a. any tool of trade;
- b. the loading or unloading of any vehicle off the highway.

Injury to employees

3. **bodily injury** to any person arising out of and in the course of their employment under a contract of employment/contract of service or apprenticeship with **you**.

Abuse

4. abuse or molestation.

Pollution

- 5. a. i. any **pollution** of buildings or other structures or of water or land or the atmosphere; or
 - ii. any **bodily injury** or **property damage** directly or indirectly caused by **pollution**;
 - unless caused by a sudden, identifiable, unintended and unexpected incident which occurs in its entirety at a specific time and place during the **period of insurance**;
 - b. any **pollution** occurring in the United States of America or Canada.

Cyber incident

- or contributed to by, resulting from or in connection with any:
 - a. cyber attack;
 - b. hacker;
 - c. social engineering communication;
 - d. any fear or threat of 6.a. to 6.c. above; or
 - any action taken in controlling, preventing, supressing, responding or in any way



Policy wording

relating to 6.a. to 6.d. above.

Computer or digital technology error

7. any computer or digital technology error.

Computer virus

8. transmission of a computer virus.

Professional advice/services

 designs, plans, specifications, formulae, directions or advice prepared or given by you or professional services provided by you.

Your products

- a. the costs of recalling, removing, repairing, reconditioning or replacing any product or any of its parts;
 - b. any **products** relating to aircraft, including missiles or spacecraft, and any ground support or control equipment used in connection with such **products**;
 - c. any products installed in aircraft, including missiles or spacecraft, or used in connection with such craft, or for tooling used in their manufacture including groundhandling tools and equipment, training aids, instruction manuals, blueprints, engineering or other data, advice and services and labour relating to such craft or products:
 - d. any **products** relating to **drones** or self-balancing motorised scooters.

Inefficacy

11. inefficacy.

Deliberate or reckless acts

12. any act, breach, omission or infringement you deliberately, spitefully, dishonestly or recklessly commit, condone or ignore which could reasonably be expected to cause injury or damage to another party even if such injury or damage is of a different degree or type than could reasonably have been anticipated.

Contracts

 your liability under any contract which is greater than the liability you would have at law without the contract.

Date recognition

14. date recognition.

War, terrorism, nuclear, asbestos or space perils

15. war, terrorism, nuclear risks, asbestos risks or space perils.

Impact or contact sports

- 16. a. death or **bodily injury** to any person taking an active part in any sport involving the striking of an opponent with any part of the body or any implement including but not limited to fencing, boxing, kick boxing, karate, kung fu, kendo, mixed martial arts, taekwondo, pororesu, jujutsu, muay thai, judo, unifight, judo and wrestling:
 - death or **bodily injury** caused by the action or inaction of a participant(s) against another participant(s) taking an active part in any sport involving competitive physical contact between participants including but not limited to association football (soccer), Australian rules football, American football, rugby, hockey, ice hockey, lacrosse, hurling, water polo.

Treatment or care

17. the provision of or failure to provide any treatment or care of a person or animal, other than the provision of first aid in connection with **your business**.

Infrastructure interruption

18. any failure or interruption of services provided to **you** by a third party service provider including but not limited to an internet service provider, telecommunications provider, utility provider, digital certificate authority, domain name system, the provider of technology services including but not limited to cloud computing and other hosted computer resources or other infrastructure providers.

Personal data claims

- 19. the actual or alleged processing, acquisition, storage, destruction, erasure, loss, alteration, disclosure, use of or access to **personal data**.
- B. **We** will not make any payment for:

Restricted recovery rights

1. that part of any claim where **your** right of recovery is restricted by any contract.

Non-compensatory payments 2.

. fines and contractual penalties, punitive or exemplary damages.



Policy wording

Claims outside the applicable courts

 any claim, including arbitration, brought outside the countries set out in the schedule under applicable courts.

This applies to proceedings in the applicable courts to enforce, or which are based on, a judgment or award from outside the applicable courts.

Claims outside the geographical limits

 any claim brought against you resulting from work you undertake in any country outside the geographical limits.

How much we will pay

We will pay up to the limit of indemnity shown in the schedule for each actual or threatened claim, unless limited below. **We** will also pay for **defence costs**. However, if a payment greater than the limit of indemnity has to be made for a claim **our** liability for **defence costs** will be limited to the same proportion that the limit of indemnity bears to the amount paid. **You** must pay the **excess** for each claim.

All claims which arise from the same original cause, a single source or a repeated or continuing shortcoming in **your** work will be regarded as one claim.

Special limits

Products

For claims arising from **your products**, the most **we** will pay is a single limit of indemnity for the total of all such claims. **We** will also pay for **defence costs** for those claims until the limit of indemnity has been exhausted. **You** must pay the relevant **excess** shown in the schedule.

Pollution

For claims arising from **pollution**, the most **we** will pay is a single limit of indemnity for the total of all such claims and their **defence costs**, including any claims forming part of a series of other claims regarded as one claim under this section. The most **we** will pay for **defence costs** in relation to **pollution** claims is the amount shown in the schedule. **You** must pay the relevant **excess** shown in the schedule.

Claims brought against you in USA or Canada

If it is stated in the schedule that cover is provided for claims brought in the United States of America or Canada, the most **we** will pay is a single limit of indemnity for the total of all such claims and their **defence costs**. **You** must pay the relevant **excess** shown in the schedule.

Criminal proceedings costs

The most **we** will pay for the costs to defend criminal proceedings is the amount shown in the schedule. This applies to all actions brought against **you** during the **period of insurance**.

Court attendance compensation

We will pay you the following compensation for each day, or part day:

1. You or your partner or director

€325

2. Any other employee

€130

The most we will pay for the total of all court attendance compensation is €13000.

Paying out the limit of indemnity

At any stage **we** can pay **you** the applicable limit of indemnity or what remains after any earlier payment from that limit. **We** will pay **defence costs** already incurred at the date of **our** payment. **We** will then have no further liability for those claims or their **defence costs**.



Policy wording

Your obligations

We will not make any payment under this section:

If a problem arises

unless you notify us promptly of any claim or threatened claim against you. For claims
arising out of bodily injury, you must notify us immediately and in any event within
seven days of a claim or anything which is likely to give rise to a claim under this
section. At our request, you must confirm the facts in writing within 30 days with
as much information as is available.

You should make this notification directly to **us** (and **your** insurance adviser, if **you** have one) as follows, ensuring you quote your policy number:

by email to: hiscoxirelandclaims@hiscox.com; or

by post to: Hiscox SA (Irish branch), The Observatory, 7-11 Sir John Rogerson's Quay, Dublin 2 D02 VC42.

- 2. unless you notify us as soon as practicable of:
 - a. your discovery that products are defective;
 - b. any threatened criminal action by any governmental, administrative or regulatory body.
- 3. if, when dealing with your client or a third-party, you admit that you are liable for what has happened or make any offer, deal or payment, unless you have our prior written agreement. You must also not reveal the amount of cover available under this insurance, unless you had to give these details in negotiating a contract with your client or have our prior written agreement.

Correcting problems

We will not make any payment for **products** claims if **you** fail to take reasonable steps to remedy or rectify, at **your** expense, any defect or failure in the goods or services **you** have supplied to a client, customer or distributor.

Control of defence

We have the right, but not the obligation, to take control of and conduct in **your** name, the investigation, settlement or defence of any claim.

Appointment of legal representation

We have the right, but not the obligation, to select and appoint an adjuster, solicitor or any other appropriate person to deal with the claim.

We may appoint **your** own solicitor but on a similar-fee basis as **our** solicitor and only for work done with **our** prior written approval. Proceedings will only be defended if there is a reasonable prospect of success and taking into account the commercial considerations of the costs of defence.

Partially covered claims

If a claim which is only partially covered by this section is brought against **you**, amounts relating to the non-covered parts of the claim will be deducted from **our** final settlement. **We** will not pay costs for any part of a claim not covered by this section. **We** and **you** agree to use best efforts to determine a fair allocation of covered and non-covered parts of any claim. If **you** and **we** cannot agree on a fair allocation, **you** and **we** agree to refer any such dispute to a single arbitrator in accordance with the Arbitration Act then in force.

Payment of full limit of indemnity

We have no further duty to defend you against any claim where we pay you the applicable limit of indemnity as described in **How much we will pay**, Paying out the limit of indemnity.

Payment of excess

Our duty to make any payment under this section arises only after the applicable **excess** is fully paid. The **excess** will only be eroded by the covered parts of a claim.



Property definitions

Special definitions for all property sections

Amount insured

In the event of a loss the most **we** will pay during any **period of insurance** is the sum insured shown in the schedule. In the event of a loss the sum insured will not be reduced by the amount of such loss provided **you**;

- pay an additional premium on the amount of loss from the date thereof to the date of expiry of the **period of insurance**; and
- carry out our recommendations for additional risk improvements which we may reasonably require to prevent further loss or damage.

Breakdown

- Breaking, failure, distortion or burning out of any part of equipment or a computer whilst in ordinary use, arising from defects in the equipment or computers causing its sudden stoppage and necessitating repair or replacement before it can resume work; or
- fracturing of any part of equipment or a computer by frost which renders such equipment or computers inoperative; or
- the actual and complete severance of a rope, but not breakage or abrasion of wires or strands even though replacement may be necessary.

Bricking

The loss of use or functionality of property that forms part of your **computer or digital technology** as a result of a **cyber attack**.

Buildings

The buildings, which belong to **you** or for which **you** are legally responsible, at the premises shown in the schedule, including:

- outbuildings and annexes;
- 2. landlord's fixtures and fittings, fixed fuel tanks;
- walls, gates, fences, car parks, yards, private roads, pavements and paths at the premises;
- 4. pipes, ducting, cables, wires and associated control equipment at the premises and up to the public mains.

The land at the premises is not included within this definition.

Business premises

The space **you** occupy at the premises shown in the schedule located in a building of **standard construction** unless otherwise notified to **us** and to which **we** have confirmed **our** agreement. This includes any outbuildings **you** occupy on the same premises.

Communicable disease

Any communicable, infectious or contagious disease including any related variation, strain, virus, complex or syndrome.

Computers

Computers and ancillary equipment, which belong to **you** or for which **you** are legally responsible, including **software**, and data carrying media but excluding data or information entered by **you** or on **your** behalf.

Damage

Physical damage or accidental physical loss.

Earth movement

Any natural or man-made earth movement including, but not limited to earthquake, seaquake, volcanic eruption, **subsidence**, **landslip**, **ground heave or sinkhole** and any ensuing tsunami.

Employee

Any person normally resident in the Republic of Ireland working for **you** in connection with **your business** who is:

- 1. employed by **you** under a contract of employment/contract of service or apprenticeship;
- 2. hired to or borrowed by **you**;
- 3. self-employed and working on a labour-only basis under your control or supervision;
- 4. engaged by labour-only sub-contractors;
- 5. a labour master or a person supplied by him;

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Property definitions

6. engaged under a work experience or training scheme.

Equipment

Equipment, which belongs to you or for which you are legally responsible:

- 1. built to operate under vacuum or pressure, other than the weight of contents; or
- 2. used for the generation, transmission or utilisation of energy.

Computers are not included in this definition.

Explosion or collapse

- Sudden and violent rending by force of internal steam or other fluid pressure causing bodily displacement of any part of the insured equipment together with forcible ejection of the contents; or
- sudden and dangerous distortion of any part of the insured equipment caused by crushing stress by force of steam or other fluid pressure.

Pressure of chemical action or ignited flue gases or ignition of the contents is not included within this definition.

Failure

Damage caused by:

- electrical or mechanical breakdown, including rupture or bursting caused by centrifugal force; or
- artificially generated electrical current, including electric arcing, that disturbs electrical devices, appliances or wires; or
- 3. **explosion or collapse** of **equipment** owned or leased by **you** or under **your** control and operating under steam or other fluid pressure; or
- any condition or event, not otherwise excluded by this section, occurring inside
 equipment operating under steam or other fluid pressure; or
- 5. any condition or event, not otherwise excluded by this section, occurring inside oil or water storage tanks, hot water boilers or other water heating equipment; or
- operator error.

Fine art

Art, antiques and collectibles of particular value due to their age, style, artistic merit or collectability which are specifically mentioned in the schedule or contained in a valuation lodged with **us**.

Flood

Rising surface or tidal water, or the overflow of water from any natural or artificial watercourse (other than water tanks, apparatus or pipes), whether driven by **storm** or not.

Ground heave

The upward movement of the ground beneath any building as a result of the expansion or swelling of the subsoil.

Landslip

Sudden movement of soil on a slope or gradual creep of soil on a slope over a period of time.

Money

Cash, bank and currency notes, cheques, travellers' cheques, postal orders, money orders, crossed bankers' drafts, current postage stamps, savings stamps and certificates, National Insurance stamps, trading stamps, gift tokens, customer redemption vouchers, company sales vouchers, credit card counterfoils, travellers' tickets, VAT purchase receipts, contents of franking machines and, insofar as they are not otherwise insured, holiday-with-pay stamps and luncheon vouchers.

Normal settlement

The downward movement of the ground beneath buildings as a result of the soil being compressed by the weight of the buildings.

Personal effects

Articles worn, used or carried about the person excluding cash, bank and currency notes and jewellery.

Portable property

Portable equipment used in connection with **your business** which belongs to **you** or for which **you** are legally responsible, including:

- 1. **computers** including laptops and tablets;
- 2. mobile phones;
- 3. television and video equipment;
- 4. stock;

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Property definitions

5. tools;

6. hired-in equipment.

Production or process equipment Any **equipment** which has a primary purpose of processing or producing a product or service for eventual sale. This includes all component parts of such equipment and

any other machine or apparatus used exclusively with such equipment.

Property Tangible property.

Sinkhole A sinkhole, also known as a cenote, sink, sink-hole, swallet, swallow hole, or doline, is a

depression or hole in the ground caused by some form of collapse of the surface layer.

Software Programs which run your computers, including both your own operating programmes and

application programmes used in the course of your business.

Standard construction Built of brick, stone or concrete and roofed with slate, tiles, concrete, metal, asbestos or any

other non-combustible material.

Stock Goods held in trust, stock, samples, merchandise goods, food, drink and tobacco.

Storm High winds, rainstorm, hailstorm or snowstorm.

Subsidence The downward movement of the ground beneath any building other than by

normal settlement.

Third-party premises Any location within the geographical limits which does not belong to you and for which

you are not legally responsible, where you have a contract to carry out your business.



Policy wording

The General terms and conditions, as applicable, the property definitions and the following terms and conditions all apply to this section.

Special definitions for this section

Rent receivable

Rent that **you** cannot legally recover from **your** tenants whilst the **buildings** or any part are unusable as a result of insured **damage**.

What is covered

We will insure you, against damage occurring during the period of insurance to insured buildings or any other items specified under this section in the schedule.

Additional cover

The following are also provided up to the amount shown in the schedule:

Trace and access

We will pay for the necessary and reasonable costs you incur with our consent to locate any damage to cables, underground pipes and drains or the source of a gas leak or of any escape of water from permanent internal plumbing, where the damage, leakage or escape first occurs during the period of insurance. We will also pay the cost to make good any damage caused as a consequence of locating the damage or source of leakage or escape.

Emergency services

We will pay for the cost of any fire brigade charges and other extinguishing expenses and other charges made by any organisation responsible for preservation of public safety, including replacing sprinklers, for which you are liable following damage occurring during the period of insurance to insured buildings not otherwise excluded.

Loss prevention costs

 We will pay for necessary and reasonable costs that you incur to protect the buildings from imminent insured damage occurring during the period of insurance.

Additions to buildings

4. We will pay for damage occurring during the period of insurance to any additions or improvements of standard construction to the buildings once they are completed and become your legal responsibility, provided you tell us the additional values as soon as possible and pay the appropriate premium.

Inadvertent omissions

- 5. Having notified **us** of the intention to insure all **buildings** in which **you** have an interest and it being **your** understanding that all **property** is accounted for, if any such **property** is found to have been inadvertently omitted, **we** will deem it to be insured within the terms of this **policy**, provided:
 - a. it meets our underwriting criteria; and
 - b. it is of standard construction; and
 - you pay an additional premium either from policy inception or from the date which you became legally responsible for such property; and
 - d. such **property** has not been left unoccupied or unused for more than 30 days when the **damage** occurs.

Selling the buildings

6. If you are selling the buildings, this policy will cover the buildings for the buyer from the time you exchange contracts to the time of completion, unless the buyer is insured by, or has the benefit of, any other insurance. To obtain the benefit of this additional cover, the buyer must comply with the terms of this policy.

Trees, shrubs and plants

We will pay for damage occurring during the period of insurance to trees, shrubs
or plants at your business premises, which are owned by you or for which you
are legally responsible, as a result of fire or explosion.

Discharge of oil

8. We will pay the necessary and reasonable costs and expenses you incur with our consent to decontaminate the land at the premises shown in the schedule following accidental discharge of oil occurring during the period of insurance, other than costs resulting from failure of the storage tank or any oil fired heating appliance.

Non-invalidation

9. Having notified **us** immediately once **you** become aware of any act, omission or alteration either unknown to **you** previously or beyond **your** control, which increases the risk of



Policy wording

damage, insurance under this section will not be invalidated. This is subject to meeting **our** underwriting criteria and payment of an additional premium either from **policy** inception or from the date **you** became aware of such act, omission or alteration.

Lock replacement

10. We will pay the costs you incur to replace locks and keys necessary to maintain the security of your business premises or safes following theft of keys involving force and violence occurring during the period of insurance.

Cyber incident

11. We will pay for damage occurring during the period of insurance to insured buildings not otherwise excluded, resulting from or in connection with you and you alone being specifically targeted in isolation by a hacker in connection with any cyber attack.

Computer or digital technology error

 We will pay for damage occurring during the period of insurance to insured buildings not otherwise excluded, directly resulting from a computer or digital technology error.

What is not covered

We will not make any payment for:

- 1. damage caused by:
 - wear and tear, inherent defect, rot, fungus, mould, vermin or infestation, or any gradually operating cause;
 - b. **normal settlement** or bedding down of new structures;
 - c. normal settlement or movement of made up ground;
 - d. coastal or river erosion;
 - collapse or cracking, other than damage to the main building resulting from subsidence;
 - f. subsidence:
 - to walls, gates and fences, car parks, yards, private roads, pavements and paths unless the main building is physically damaged at the same time and by the same cause;
 - ii. to solid floors unless the walls are physically damaged at the same time and by the same cause;
 - g. demolition, building work or groundwork on the premises;
 - h. a rise in the water table;
 - pressure waves caused by aircraft or other aerial devices travelling at supersonic speeds;
 - j. storm or flood to gates or fences;
 - frost, other than damage due to water leaking from burst pipes forming part of the permanent internal plumbing provided the building is occupied and in use;
 - date recognition;
 - m. sinkholes.
- damage to any computers, equipment, oil and water storage tanks or electrical or mechanical plant or equipment directly resulting from its own failure.
- 3. misuse, faulty workmanship, defective design or the use of faulty materials.
- 4. the cost of maintenance or routine redecoration.
- 5. any indirect losses which result from the incident which caused **you** to claim.
- pollution or contamination except damage to insured property which is not otherwise excluded and which is caused by:
 - a. pollution or contamination which itself results from insured damage covered under this section; or
 - damage which would otherwise be covered under this section which itself was caused by a sudden, identifiable and unexpected pollution or contamination incident.

This clause does not apply to the cover under What is covered, Discharge of oil.

7. a. damage directly or indirectly caused by, resulting from or in connection with

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Policy wording

terrorism or any action taken to control, prevent or respond to terrorism;

 damage outside of the Republic of Ireland directly or indirectly caused by civil commotion.

If there is any dispute between **you** and **us** over the application of this clause, it will be for **you** to show that the clause does not apply.

- 8. any claim or loss directly or indirectly due to, contributed to by, or resulting from or in connection with war, confiscation, nuclear risks or space perils.
- 9. the amount of the excess.
- any damage or loss directly or indirectly caused by, contributed to by, resulting from or in connection with any communicable disease or the fear or threat of any communicable disease.

Bricking

11. any damage or loss due to bricking.

Cyber incident

- 18. any loss, other than **damage** to insured **buildings**, directly or indirectly due to, contributed to by, resulting from or in connection with any:
 - a. cyber attack;
 - b. hacker;
 - c. any fear or threat of 18.a. to 18.b. above; or
 - any action taken in controlling, preventing, supressing, responding or in any way relating to 18.a. to 18.c. above.

Social engineering

19. any **damage** or loss directly or indirectly due to, contributed to by, resulting from or in connection with any **social engineering communication.**

Computer or digital technology error

 any loss, other than damage to insured buildings, directly or indirectly due to, contributed to by, resulting from or in connection with any computer or digital technology error.

How much we will pay

We will pay up to the **amount insured** during any one **period of insurance** unless limited below or in the schedule, but **we** will not pay more than the **amount insured** in total for the cost of rebuilding or repair and other costs combined.

Rebuilding and repair

We will pay the cost of rebuilding or repairing the **buildings** to a condition equal to but not better or more extensive than their condition when new, provided **you** carry out the rebuilding or repair and do so without unreasonable delay.

Other costs

We will pay the following necessary and reasonable costs and expenses **you** incur in rebuilding or repairing following **damage** insured by this section:

- The cost of removing debris of the **buildings** from the premises shown in the schedule or the area immediately adjacent;
- The cost of dismantling, demolishing, shoring up or propping up any part of the **buildings**;
- c. The cost of complying with any statutory or local authority requirement regarding the damaged part of the **buildings**, unless notice of such requirement was served before the **damage** and provided the **buildings** were originally built according to any government and local authority regulations in force at that time;
- d. The fees of architects, surveyors or consulting engineers;
- e. Clearing, cleaning and repairing drains, gutters, sewers and the like on **your** premises which are blocked or damaged.

We will not pay for the cost of preparing a claim made under this section.

Special rebuilding conditions

You may rebuild or replace **buildings** which are totally destroyed in any manner suitable to **your** requirements and/or on another site provided this does not increase the cost.

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Under insurance

If, at the time of **damage**, the **amount insured** is less than 85% of the total rebuilding cost of the **buildings** including an allowance for other costs, the amount **we** pay will be reduced in the same proportion as the under insurance.

Index linking

The **amount insured** for **buildings** will be adjusted monthly in line with any change in nationally published indices. **We** will not reduce the **amount insured** without **your** consent.

Your obligations

If any damage occurs

We will not make any payment under this section unless you:

- 1. notify us promptly of any damage which might be covered;
- report to the An Garda Síochána or the police, as soon as is reasonably possible, any damage arising from theft, arson, malicious damage, riot or civil commotion and obtain a crime reference from them;
- arrange for urgent repairs to be done immediately. Before any other repair work begins,
 we have the right to inspect the damaged property. We will tell you if we want to do this.

Unoccupancy

You must tell us immediately if the buildings, including any self-contained areas of the buildings, will be left unoccupied or will not be used for more than 30 consecutive days. If you do not, we will not make any payment for damage occurring while the buildings are unoccupied. We may change the terms and conditions of this policy or impose additional requirements that you must carry out. If we impose additional requirements, we will tell you the timeframes within which you must carry them out.

Building works

If you intend to undertake any work to extend, renovate, build or demolish any part of the buildings and the estimated cost is more than €100,000, you must tell us about the work at least 30 days before the work starts and before you enter into any contract for the works. We may then amend the terms of this policy. If you do not tell us about such work, we will not pay for any damage directly or indirectly caused by or resulting from the building works.

You do not have to tell us if the work is for redecoration only.

Hot works permit

You must ensure that for any work to extend, renovate, build or demolish any part of the **buildings** which involves the application of heat **you** must have in place a hot work permit system which ensures that the contractor employed to complete the work completes and signs a hot work permit prior to any work commencing. If **you** do not comply with this condition **you** will not be covered, and **we** will not make any payment in respect of a claim for fire and/or explosion directly or indirectly caused by or resulting from the works.

Protections

We will not make any payment under this section unless all fire alarms, security systems and physical protections notified to **us** are in full operation whenever the **building** is left unattended. **You** must also advise **us** as soon as reasonably possible if for any reason a system is not working properly. **We** may then vary the terms and conditions of this **policy**. All systems must be regularly serviced under contract by a reputable company at least annually.

Minimum security

We will not make any payment for **damage** unless the physical security measures at the **business premises** comply with the following criteria and all devices are put into full and effective operation whenever the premises are closed for business or left unattended:

- 1. The final exit door is secured by:
 - a. a mortice deadlock conforming to or superior to EN12209 or Irish equivalent; or
 - b. a rim automatic deadlock conforming to or superior to EN12209 or Irish equivalent; or
 - a key-operated multi-point locking system having at least three locking bolts.
- Any other external door or internal door providing access to any part of the building not occupied by you, which is not officially designated a fire exit by the local fire authority, is secured by:
 - a. a locking device specified in 1. above; or
 - b. by two key-operated security bolts to engage the door frame.
- Any other external door or internal door which is officially designated a fire exit by the local fire authority is secured by:



Policy wording

- a panic bar locking system incorporating bolts which engage both the head and sill of the door frame; or
- a mortice lock having specific application for emergency exit doors and which is operated from the inside by means of a conventional handle and/or thumb-turn mechanism.
- 4. All ground and basement level opening windows and any upper floor opening windows or skylights accessible from roofs, balconies, fire escapes, canopies, downpipes and other features of the building are:
 - a. secured by means of a key-operated locking device; or
 - b. permanently screwed shut.

Please note:

- (i) the local fire authority must be consulted before **you** replace or augment the existing locking device fitted to a designated emergency exit door; and
- (ii) the provisions of specification 4. do not apply to windows or skylights that are protected by means of either:
 - a. fixed round or square section solid steel bars not more than 10cm apart; or
 - b. fixed expanded metal, weld mesh or wrought ironwork grilles; or
 - c. proprietary collapsible locking gate grilles.

Special conditions

Workmen

Workmen are permitted in or about any of the **buildings** for the purposes of carrying out minor alterations, repairs, decoration and maintenance without **invalidating** this insurance.



Policy wording

The General terms and conditions, as applicable the property definitions and the following terms and conditions all apply to this section.

Special definitions for this section

Contents

The contents at the **business premises** used in connection with the **business** which belong to **you** or for which **you** are legally responsible, including:

- a. declared computers;
- b. declared stock;
- c. declared fine art;
- tenants' improvements, decorations, fixtures and fittings including, if attached to the building, external signs, aerials and satellite dishes and other general contents;
- e. pipes, ducting, cables, wires and associated control equipment within the business premises and extending to the public mains.
- f. fixed glass in windows, doors and fanlights, glass showcases, glass shelves, mirrors and sanitary fixtures and fittings;

The following are not included within this definition:

- a. any mechanically propelled vehicle or mobile plant or equipment for which insurance or security is required under the provision of any road traffic legislation;
- b. any watercraft, marine rig or platform, hovercraft, aircraft, drone or other aerial device;
- c. buildings, land and water;
- d. Money and personal effects; or
- e. any item attached to any of the above.

Crime

Dishonesty of any person under a contract of service with **you** where there was a clear intention to cause **you** financial loss or damage and to obtain personal financial gain over and above salary, bonus or commission.

Employees' cycles

Cycles and cycle accessories which belong to your partners, directors, trustees, committee members, employees or volunteers or for which such persons are legally responsible.

Rent payable

Rent for the **business premises** that **you** must legally pay whilst the **business premises** or any part of it is unusable as a result of **damage** insured by this section.

What is covered

We will insure you against damage occurring during the period of insurance to contents contained in the business premises and any other items specified in the schedule.

Additional cover

The following are also provided up to the amount shown in the schedule:

Glass

- Damage occurring during the period of insurance to any fixed glass in windows, doors, and fanlights, glass showcases, glass shelves, mirrors and sanitary fixtures and fittings contained in the business premises, which belongs to you or for which you are legally responsible. This includes:
 - a. temporary boarding-up;
 - repair of window frames or removal or replacement of fixtures and fittings in the course of replacing the glass; and
 - c. replacement lettering or other ornamental work and alarm foil on glass.

Additions to contents

 Damage occurring during the period of insurance to any additional contents provided you tell us the additional values as soon as possible and pay the appropriate premium.



Policy wording

Money

- Damage occurring during the period of insurance to money belonging to you and held in connection with your business:
 - a. at the business premises while open for business;
 - b. at the business premises in a locked safe;
 - c. in transit within the Republic of Ireland, the United Kingdom of Great Britain and Northern Ireland, the Channel Islands and the Isle of Man or whilst at the home of any partner, director or employee of **yours** in the Republic of Ireland, the United Kingdom of Great Britain and Northern Ireland, the Channel Islands or the Isle of Man

Personal effects

Damage occurring in the business premises during the period of insurance to the
personal effects of your employees or visitors to the business premises provided
they are not insured elsewhere.

Employees cycles

 Damage occurring within a building at the business premises during the period of insurance to employees' cycles provided they are not insured elsewhere.

Reconstitution of electronic data

 The reasonable cost of reconstitution of data as a direct result of damage covered under this section.

Loss of documents

7. If during the **period of insurance** any tangible document of **yours** which is necessary for the performance of **your business activity** is physically lost, damaged or destroyed while in **your** possession, **we** will pay the reasonable expenses **you** incur with **our** prior written agreement in restoring or replacing it. The most **we** will pay for the total of all such expenses is the relevant amount in the schedule

Lock replacement

 The costs you incur to replace locks and keys necessary to maintain the security of your business premises or safes following theft of keys involving force and violence occurring during the period of insurance.

Building damage by theft

 The cost of repairing damage to the buildings at the business premises occurring during the period of insurance caused by theft or attempted theft and for which you are legally liable.

Personal assault following robbery or attempted robbery

10. Compensation as shown in the schedule if any partner, director, trustee or employee of yours is physically injured in the course of your business in a robbery or attempted robbery occurring during the period of insurance either at the business premises or within the geographical limits and dies or is permanently disabled solely and directly as a result of the injury within two years from the date it happened. This cover only applies to people aged between 16 and 70 at the start of the period of insurance.

Metered water and fuel

11. The cost that you incur for any metered water and fuel used at the business premises when such water or fuel has been accidentally released or rendered unusable for its intended purpose as a direct result of damage occurring during the period of insurance to any storage tank, equipment or piping located at the business premises resulting from a cause not otherwise excluded.

Undamaged tenant's improvements

12. Tenant's improvements if your lease is terminated by the lessor as a consequence of damage occurring during the period of insurance to the business premises, provided the termination is a valid condition of your lease and tenant's improvements are an insured item under this policy.

Contents temporarily elsewhere

13. Damage occurring during the period of insurance to contents, excluding laptops, mobile phones and other portable equipment, temporarily but no longer than 60 days elsewhere in the Republic of Ireland, the United Kingdom of Great Britain and Northern Ireland, the Channel Islands and the Isle of Man, including whilst in transit.

Contents kept at home

14. Damage occurring during the period of insurance to contents used and kept at the home of any partner, director or employee of yours for the purposes of the business, provided the home is in the Republic of Ireland, the United Kingdom of Great Britain and Northern Ireland, the Channel Islands or the Isle of Man.

Cyber incident

15. **Damage** occurring during the **period of insurance** to insured **contents** not otherwise excluded, resulting from or in connection with **you** and **you** alone being specifically



Policy wording

targeted in isolation by a hacker in connection with any cyber attack.

Computer or digital technology error

 Damage occurring during the period of insurance to insured contents not otherwise excluded, directly resulting from a computer or digital technology error.

Outdoor items

17. Damage occurring during the period of insurance to outdoor furniture, heaters, ornaments, statues and other similar items that are normally left outdoors within the confines of the premises shown in the schedule.

Accidental discharge of gas system

18. The necessary and reasonable costs that you incur to refill the cylinders of any gas flooding system installed at the business premises, following accidental discharge of the system during the period of insurance.

Extinguisher and alarm re-setting expenses

19. The necessary and reasonable costs and expenses you incur in order to refill fire extinguishing appliances, replace sprinkler heads and reset the fire or intruder alarm system following damage covered under this section.

Removal of debris

20. The necessary and reasonable costs and expenses you incur to remove debris of contents from the premises shown in the schedule or the area immediately adjacent, following damage insured by this section.

What is not covered

We will not make any payment for:

- damage caused by:
 - a. wear and tear, inherent defect, rot, fungus, mould, vermin or infestation, or any gradually operating cause;
 - dryness or humidity, being exposed to light or extreme temperatures, unless the damage is caused by storm or fire;
 - c. coastal or river erosion;
 - d. a rise in the water table;
 - theft from an unattended vehicle unless the item is out of sight in a locked boot or similar locked storage compartment;
 - f. frost, other than damage due to water leaking from burst pipes forming part of the permanent internal plumbing provided the business premises is occupied and in use;
 - g. date recognition;
 - the explosion of any boiler (not being a boiler used for domestic purposes) or other equipment which belongs to **you** or is in **your** care custody or control in which internal pressure is due to steam only.
- 2. damage to property being cleaned, worked on or maintained.
- damage to any computers, equipment, oil, fuel or water storage tanks or electrical or mechanical plant or equipment directly resulting from its own failure.
- 4. loss or distortion of information resulting from error or malfunction of **computers**.
- 5. the value to **you** of any lost or distorted information.
- misuse, inadequate or inappropriate maintenance, faulty workmanship, defective design or the use of faulty materials.
- 7. unexplained loss or disappearance or inventory shortage.
- 8. loss due to clerical or accounting errors.
- loss by fraud or dishonesty of any trustee, partner, director or employee of yours, unless the loss is notified to us within ten working days of its discovery by you.
- financial loss due to your parting with title or possession of property or rights to property prior to receiving payment in full.
- 11. any indirect losses which result from the incident which caused you to claim.
- 12. pollution or contamination except **damage** to insured **property** which is not otherwise excluded, and which is caused by:



Policy wording

- a. pollution or contamination which itself results from insured damage covered under this section; or
- damage which would otherwise be covered under this section which itself was caused by a sudden, identifiable and unexpected pollution or contamination incident.
- a. damage directly or indirectly caused by, resulting from or in connection with terrorism or any action taken to control, prevent or respond to terrorism;
 - damage outside of the Republic of Ireland directly or indirectly caused by civil commotion.

If there is any dispute between **you** and **us** over the application of this exclusion, it will be for **you** to show that the exclusion does not apply.

- 14. any **damage** directly or indirectly due to, contributed to by, or resulting from or in connection with **war**, **confiscation**, **nuclear risks** or **space perils**.
- 15. the amount of the excess.
- any damage or loss directly or indirectly caused by, contributed to by, resulting from or in connection with any communicable disease or the fear or threat of any communicable disease.

Bricking

17. any damage or loss due to bricking.

Cyber incident

- 18. any loss, other than **damage** to insured **contents**, directly or indirectly due to, contributed to by, resulting from or in connection with any:
 - a. cyber attack;
 - b. hacker;
 - c. any fear or threat of 18.a. to 18.b. above; or
 - any action taken in controlling, preventing, supressing, responding or in any way relating to 18.a. to 18.c. above.

Social engineering

19. any **damage** or loss directly or indirectly due to, contributed to by, resulting from or in connection with any **social engineering communication**.

Computer or digital technology error

 any loss, other than damage to insured contents, directly or indirectly due to, contributed to by, resulting from or in connection with any computer or digital technology error.

How much we will pay

We will pay up to the **amount insured** shown in the schedule during any one **period of insurance** unless limited below or in the schedule.

Repair and replacement

At our option **we** will repair, replace or pay for any lost or damaged items on the following basis:

- for contents, other than stock, fine art or personal effects, the cost of repair or replacement at the cost price to you;
- for stock and samples other than second-hand stock or goods held in trust, the cost of repair or replacement at the cost price to you;
- for second-hand stock, other than goods held in trust, the cost of repair or replacement at the trade market value;
- 4. for goods held in trust, the lesser of:
 - i. your liability in respect of held in trust; or
 - ii. the cost of repair or replacement at the trade market value of such goods;
- for personal effects, the cost of repair or replacement as new, but not more than the amount shown in the schedule for each incident of loss.
- 6. for **fine art**, the agreed value of the individual item lost or damaged as shown in the schedule or valuation.

However, if the item is only partly damaged, we will decide whether we repair, restore,

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Policy wording

replace or pay the agreed value of the damaged item. If **we** repair or restore a damaged item, **we** will also pay for any loss in value.

For any item of **fine art** which has not been individually valued in the schedule or valuation, **we** will decide whether **we** repair, restore, replace or make a cash settlement for that item. If **we** choose to make a cash settlement, **we** will pay the market value of the item immediately prior to the **damage**, taking account of any increased value the item may have because it forms part of a pair or set.

Debris removal We will pay the necessary and reasonable costs and expenses you incur to remove debris of

contents from the premises or the area immediately adjacent, following damage insured by

this section.

Under insurance If, at the time of **damage**, the **amount insured** is less than 85% of the total value of the

contents, the amount we pay will be reduced in the same proportion as the under insurance.

The **amount insured** for **contents** excluding **fine art**, will be adjusted monthly in line with any increase in nationally published indices. **We** will not reduce the **amount insured** without

your consent.

Personal assault following we will not pay compensation under more than one heading in the schedule for the robbery or attempted robbery same injury.

If any **contents** which have an increased value because they form part of a pair or set are

damaged any payment, **we** make will take account of the increased value.

Other interests

Any payment **we** make will take into account the interest of any party having an insurable interest in the **contents** insured, provided **you** have advised **us** of the nature and extent

of the interest together with the name and address of that interested party.

Your obligations

Index linking

Pairs and sets

If any damage occurs

We will not make any payment under this section unless you:

- 1. notify **us** promptly of any **damage** which might be covered;
- report to the An Garda Síochána or the police, as soon as reasonably possible, any damage arising from theft, arson, malicious damage, riot or civil commotion and obtain a crime reference from them;
- 3. arrange for urgent repairs to be done immediately. Before any other repair work begins **we** have the right to inspect the damaged **property**. **We** will tell **you** if **we** want to do this.

Backing up electronic data

We will not make any payment for the costs of **reconstitution of data** unless **you** take all reasonable steps to make back-up copies of all such data at least once a week and keep the copies away from the **business premises**.

Protections

We will not make any payment under this section unless all fire alarms, security systems and physical protections notified to **us** are in full operation whenever the **business premises** is left unattended. **You** must also advise **us** as soon as reasonably possible if for any reason a system is not working properly. **We** may then vary the terms and conditions of this **policy**. All systems must be regularly serviced under contract by a reputable company at least annually.

Unoccupancy

You must tell us immediately if the business premises, including any self-contained areas of the buildings, will be left unoccupied or will not be used for more than 30 consecutive days. If you do not, we will not make any payment for damage occurring while the buildings are unoccupied. We may change the terms and conditions of this policy or impose additional requirements that you must carry out. If we impose additional requirements, we will tell you the timeframes within which you must carry them out.

Building works

If you intend to undertake any work to extend, renovate, build or demolish any part of the buildings and the estimated cost is more than €100,000, you must tell us about the work at least 30 days before the work starts and before you enter into any contract for the works. We may then amend the terms of this policy. If you do not tell us about such work, we will not pay for any damage directly or indirectly caused by or resulting from the building works.

You do not have to tell us if the work is for redecoration only.



Policy wording

Minimum security

We will not make any payment for **damage** unless the physical security measures at the **business premises** comply with the following criteria and all devices are put into full and effective operation whenever the premises are closed for business or left unattended:

- 1. The final exit door is secured by:
 - a. a mortice deadlock conforming to or superior to EN12209 or Irish equivalent; or
 - b. a rim automatic deadlock conforming to or superior to EN12209 or Irish equivalent; or
 - c. a key-operated multi-point locking system having at least three locking bolts.
- Any other external door or internal door providing access to any part of the building not occupied by you, which is not officially designated a fire exit by the local fire authority, is secured by:
 - a. a locking device specified in 1. above; or
 - b. by two key-operated security bolts to engage the door frame.
- 3. Any other external door or internal door which is officially designated a fire exit by the local fire authority is secured by:
 - a panic bar locking system incorporating bolts which engage both the head and sill
 of the door frame: or
 - a mortice lock having specific application for emergency exit doors and which is operated from the inside by means of a conventional handle and/or thumb-turn mechanism.
- 4. All ground and basement level opening windows and any upper floor opening windows or skylights accessible from roofs, balconies, fire escapes, canopies, downpipes and other features of the building are:
 - a. secured by means of a key-operated locking device; or
 - b. permanently screwed shut.

Please note:

- the local fire authority must be consulted before you replace or augment the existing locking device fitted to a designated emergency exit door; and
- (ii) the provisions of specification 4. do not apply to windows or skylights that are protected by means of either:
 - a. fixed round or square section solid steel bars not more than 10cm apart; or
 - b. fixed expanded metal, weld mesh or wrought ironwork grilles; or
 - c. proprietary collapsible locking gate grilles.

Money in transit

We will not make any payment for damage to money under this section unless money in transit with a total value:

- a. between €2,000 and €6,000 is carried by at least two able bodied adults;
- b. between €6,001 and €10,000 is carried by at least three able bodied adults;
- c. in excess of €10,000 is carried by a Private Security Authority licenced cash and valuables in transit company.

Please check the **policy** schedule to see what cover **you** have for **money** as it may be lower than the above limits.



Property – contentsPolicy wording

Special conditions

Workmen

Workmen are permitted in or about any of the **buildings** for the purposes of carrying out minor alterations, repairs, decoration and maintenance without **invalidating** this insurance.