

**Business Details:**

**Trading Name…………………………………………………………………………………………………….**

**Address…………………………………………………………………………………………………………….**

**………………………………………………………………………………………………Post Code…………..**

**Tel No………………………………….Contact Name………………………………………………………….**

**How long established............Years**

***Number of years’ experience if different* …….….*.Years***

**Member of any association or federation YES/NO *If yes, please list*…………………………………......**

**Company Registration Number………………………………………………………………………………..**

**Renewal Date………………………Premium….……………..Existing nsurer……………………………...**

Combined Liability Insurance Details:

Business *(please provide % splits of activities and full details of work undertaken)*

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**N.B. *If business is groundworking the following additional information is required***

a) Excavation % of overall work **………**

b) Laying of pipes YES/NO *If yes, what do they convey***……………………………**% of overall work**….......**

c) Transport/infrastructure work YES/NO *If yes, please provide details***…………………….............................**

**……………………………………………………………………………………………**% of overall work**…….**

d) Work on A roads/Motorways YES/NO*If yes, please provide etails***………………………………………….**

**……………………………………………………………………………………………**% of overall work**…….**

e) Traffic Control/management YES/NO

*If Yes, is this all carried out by bona fide sub contractors* YES/NO

f) Utilities connections *If yes, please provide details***…………………………………………………....**YES/NO

**………………………………………………………………………………………………………………………**

**Turnover/Wages:**

Estimated Annual Turnover **£…………………**

Total Number of Manual Directors**……..**  Total Manual Directors Wages **£……………**

Total Number of Clerical Directors**……..**  Total Clerical Directors Wages **£....................**

Total Number of Manual Employees**…...**  Total Manual Employees Wages **£....................**

Total Number of Clerical Employees**…...**  Total Clerical Employees Wages **£……………**

Maximum Number of Labour Only Sub-Contractors at Any One Time **……**

Total Labour Only Sub-Contractor Wages **£……………**

Total Bona-Fide Sub-Contractor spend **£....................**

Public Liability Limit required £2M £5M £10M

Is Employers Liability required? YES/NO (£10M limit as standard)

**Contractors All Risks:**

Is this cover required YES/NO *if yes, please complete this section*

• Turnover in respect of all contracting work **£……………**

• Value of own plant, tools, equipment, temporary buildings **£……………**

• Single Item Limit of Own Plant **£……………**

• Estimated hire charges for the next 12 months **£ …………...**

• Single Item Limit of Hired Plant **£……………**

Please state expected maximum contract price for the forthcoming year **£……………**

of which

a) Maximum contract price for timber framed properties **£…………...**

*(maximum £1,000,000)*

b) Maximum contract price for any one timber frame property **£……………**

*.(maximum £500,000)*

*(N.B. private dwellings only)*

• Employees Tools whilst on site *(Limit per person)* **£……………**

**General Information:**

• What is the maximum height worked at? **……**Metres

• What is the maximum depth worked at? **……**Metres

• Is fixed woodworking machinery used? YES/NO

*If yes, what is percentage of the work?* **…….%**

• Any demolition work other than as part of a contract to rebuild? YES/NO

• Any work in connection with the following?

1. bridges, viaducts, towers, steeples, spires, pylons, chimneys shafts, blast furnaces,
2. mines, quarries, collieries, dam construction, work within or behind dams, reservoirs, ships, docks, harbours, boat yards, tunnels or similar structures,, viaducts, flyovers, work in over or underwater, inland waterways
3. airports, airport hangers, aircraft, aerospace, runways
4. railways
5. fuel depots, refineries, bulk storage, gas petrochemical or chemical works, power stations, nuclear installations
6. the operation of any cranes
7. piling, underpinning, water diversion, work below water table level, formwork/shuttering, steel erection, basement construction or structural alterations of existing basements?
8. offshore
9. high voltage/overhead electrical lines
10. self build projects
11. other high risk/hazardous locations

*If YES to any of the above, please provide full details below and % of work*

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**………………………………………………………………………………………………………………………**

• What percentage of work is carried out at the following locations?

Domestic Commercial Industrial

**………..** % **………..** % **………..**%

• Are insurance arrangements of bona fide sub contractors examined and recorded as to duration, indemnity limits, exclusions and excesses? YES/NO

**Health and Safety:**

• Is there a health & safety policy statement tailored to the activities YES/NO and kept up to date

• Is there a specifically trained director or employee responsible for YES/NO health and safety issues

• Is health and safety training given to all staff throughout their employment YES/NO

• Is a record kept of all health and safety training given to staff YES/NO

• Are health and safety risk assessments and method statements undertaken and recorded YES/NO

• Are competency assessments made and recorded for all potential employees YES/NO and subcontractors

• Is induction and on-going skills based training provided for all employees and YES/NO a record kept

• Are circumstances of accidents at work reviewed to minimise a recurrence YES/NO

• Is there supply and strict implementation of the use of Personal Protective YES/NO

Equipment by Employees

• Have the Health and Safety Executive or any enforcing authority taken any YES/NO

formal enforcement actions (i.e. Prohibition Notice, Improvement Notice.

or Formal Court Proceedings)

* Strict adherence to the Control of Substance Hazardous to Health regulations? YES/NO

**Fire**

• Is the Joint Code of Practice “Fire Prevention on Construction YES/NO Sites” complied with where applicable

If yes, are Fire Safety Co-ordinators appointed and fire safety plans prepared YES/NO

• What percentage of work on site involves the application of heat **...….**%

*Please state what form of heat application, for example blow lamps, welding etc,*

**……………………………………………………………………………………………………………..**

**Site Safety and Security:**

Do site safety and security arrangements include?

• Waste control and removal? YES/NO

• Control of access / egress to site of visitors? YES/NO

• Servicing and maintenance of all plant and machinery and records kept of all servicing and maintenance? YES/NO

* CCTV YES/NO

*if yes, is this remotely monitored CCTV* YES/NO

**Own Construction Plant Tools Machinery and Equipment**

• Are all your own construction plant tools machinerey and eqipment registered with the Equipment Register Officee YES/NO

***(This is a requirement of the Policy for plant tools machinery and equipment with an***

***individual value in excess of £25,000)***

• Are all your owned and hired in plant/tools/machinery and equipment fitted with:

**GPS trackers** YES/NO Owned YES/NO Hired in YES/NO

*If yes, are these Thatcham approved* YES/NO

**immobilisers**  YES/NO

Owned YES/NO Hired in YES/NO

*If yes, please provide details* YES/NO

**……………………………………………………………………………………………………………..**

**……………………………………………………………………………………………………………..**

**other security devices/measures** *(If yes, please provide details)*  YES/NO

**……………………………………………………………………………………………………………..**

**……………………………………………………………………………………………………………..**

• Where are your owned and hired in plant/tools/ machinery and equipment kept when left unattended, overnight or at weekends. *Please provide details*.

**……………………………………………………………………………………………………………..**

**.…………………………………………………………………………………………………………….**

**Claims Experience:**

Please list any incidents & claims that have occurred in the last five years including year, amount & brief description*. (If none, please write ‘none’)*

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**Material Facts:**

Have the Proposer, Directors, Partners or family members involved with the business or any other business ever:

• Had a proposal or insurance declined cancelled or refused YES/NO

• Had any renewal refused YES/NO

• Had any special terms or conditions imposed YES/NO

Been convicted or charged (but not yet tried) or been given an Official Police Caution

• In respect of any criminal offence? YES/NO

• Been the subject of any County Court Judgements or Sheriff Court Decrees? YES/NO

Been declared bankrupt or insolvent, been disqualified from being a company director or been involved as

* Owner Director or Partner with a company, which went into receivership, administration or liquidation? YES/NO
* Been involved in another company within 6 months before receivership/insolvency? YES/NO
* Been prosecuted under any statute or any special regulations? YES/NO

If the answer to any of the above is YES, please provide details

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**Other pertinent Information:**