



# PFI/PPP Operational Schools Public Liability Questionnaire



Zurich Infrastructure Unit, provides single line or multi-class insurance programmes for PPP and Infrastructure projects during construction and/or operational phases on a single project or portfolio basis.

We insure projects in sectors such as healthcare, schools universities and college buildings, roads, street lighting, courts public buildings, library & leisure centres, custodial, waste, social and military housing tram/light rail, police and fire stations Local Authority and MoD assets.

## Introduction

### 1 Important information about completing this questionnaire

The intention of this questionnaire is to obtain information relating to your business.

Please complete the questionnaire supplemented by additional information and documentation as appropriate.

### 2 Duty of disclosure

- (i) In addition to providing all basic information necessary to enable us to assess the risk, you must disclose all material matters relating to the risk and satisfy yourself as to the accuracy and completeness of the information you provide to us.
- (ii) If you are in any doubt as to whether a fact is material you should disclose it.

### 3 Questions

All questions should be answered. Please state if 'not applicable'.

If there is inadequate space on the questionnaire page provided, please use a supplementary sheet.

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## General information

### 1 Project title

### 2 Name of sponsors / JV partners comprising 'ProjectCo'

### 3 Project company

### 4 Brief description of the services delivered by the ProjectCo and the areas for which the ProjectCo has assumed responsibility

- |                      |                          |   |                          |
|----------------------|--------------------------|---|--------------------------|
| Building maintenance | <input type="checkbox"/> | ICT maintenance   | <input type="checkbox"/> |
| Electrical services  | <input type="checkbox"/> | Cleaning  | <input type="checkbox"/> |
| Catering             | <input type="checkbox"/> | Security  | <input type="checkbox"/> |
| Grounds Maintenance  | <input type="checkbox"/> | Swimming pool or customer facing sports centre staff providing services beyond janitorial functions | <input type="checkbox"/> |

### 4b List of Schools into which services are provided

| School Name | Address | Type of School | Number of pupils |
|-------------|---------|----------------|------------------|
|             |         |                |                  |
|             |         |                |                  |
|             |         |                |                  |

5 Please list below activity/service provided by 1<sup>st</sup> tier sub contractors and state whether they are required to maintain their own public liability insurance

| 1st tier sub contractor | Activity/service | Own insurance in place                                   | Minimum limit of indemnity required | Annual payments |
|-------------------------|------------------|--|-------------------------------------|-----------------|
|                         |                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | £                                   | £               |
|                         |                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | £                                   | £               |
|                         |                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | £                                   | £               |

6 Please list below activity / service provided by 2nd tier sub contractors. It is expected that they will be required to maintain their own public liability insurance in place. Please advise reason if this is not the case

| 2nd tier sub contractor | Activity/service | Own insurance in place                                   | Minimum limit of indemnity required | Annual payments |
|-------------------------|------------------|--|-------------------------------------|-----------------|
|                         |                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | £                                   | £               |
|                         |                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | £                                   | £               |
|                         |                  | <input type="checkbox"/> Yes <input type="checkbox"/> No | £                                   | £               |

7 To what extent has the Criminal Records Bureau check been completed for:

a) employees / subcontractors who will regularly be on the premises during school hours e.g. caretakers, catering staff,

b) employees /subcontractors who will regularly be on the premises outside of school hours e.g. cleaners, security patrols,

8

a) please describe the type of third party letting activities that take place. Specific mention should be made of activities involving the sale of alcohol, sports activities and crèche facilities.

b) is there a hire agreement in force for users of school premises? If so, please provide specimen form.

Claims history

9 Claims/loss experience

Please provide details since date of financial close or for the past 5 years as appropriate

Please include all incidents including those where the amount claimed is below the current policy deductible

Declaration

Please complete the following declaration.

I declare that to the best of my knowledge and belief the answers given in this questionnaire, and any documents or papers submitted represent a true position and that I have not withheld any information material to this proposal. I agree that this proposal and accompanying documents or papers shall form or partly form the basis of the insurance Contract proposed,

|              |          |      |  |  |
|--------------|----------|------|--|--|
| Signed by    |          | Date |  |  |
| On behalf of |          |      |  |  |
| Completed by | Position |      |  |  |
| Tel no.      | Fax no.  |      |  |  |
| Address      |          |      |  |  |

