



CYBER RISK INSURANCE

Proposal Form



Cyber Risk Insurance

Proposal Form

Broker

Name of Proposer

Company number

Charity Registration number

<input type="text"/>	<input type="text"/>
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Business Description

Registered Address

Post Code

<input type="text"/>	<input type="text"/>
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Website address:

Please detail Subsidiary Information where cover is requested under this application

Subsidiary company name	Country	Company number	Business description
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Policy wording: RSA Cyber Risk Insurance UKC04789B. The policy wording, policy summary and our Cyber Risk Insurance brochures can be found on our website at www.rsabroker.com

Guidelines to help you complete this Proposal Form

The proposer should keep a copy of this application and any other information supplied to RSA in connection with this quote.

This proposal form is a standard template designed to collect information relevant to a Cyber Risk enquiry. However, RSA reserve the right to request further information before providing a quotation.

Cyber Risk Insurance – Proposal Form

Business Activities

1.	Number of Employees:	
2.	Cyber Essentials Certification (if known)	None / Cyber Essentials / Cyber Essentials Plus / Unknown
3.	Number of records containing an individual's personal information processed, transmitted or stored per year	
4.	Number of financial transactions (credit card payments) processed, transmitted or stored per year	
5.	Are You compliant with the most recent applicable Payment Card Industry Data Security Standards (PCI DSS)? If Yes: To what certification level: Level 1 Level 2 Level 3 Level 4 When was your last assessment:	
6.	Do you have a written Privacy Policy that clearly discloses who You share Personal data with?	
7.	Do You have a written Policy that addresses information security awareness which is communicated to all employees? including but not limited to legal liability issues, social engineering, phishing and data protection	

Turnover

8.	Turnover – UK	£
9.	Turnover – USA	£
10.	Turnover – Canada	£
11.	Turnover – Europe (mainland)	£
12.	Turnover – Rest of World (please break this down if possible)	£
	Scandinavia	£
	Australia	£
	New Zealand	£
	Latin America	£
	Asia/Pacific	£
	Other (please specify)	£
13.	Percentage of turnover generated on-line	%

Eligibility

		Please Tick – This is a True statement	Please Tick – Additional Information provided
14.	Your Company is domiciled in the UK.	<input type="checkbox"/>	<input type="checkbox"/>
15.	You have NOT been declared bankrupt or insolvent or been the subject of bankruptcy proceedings in the previous 6 years.	<input type="checkbox"/>	<input type="checkbox"/>

		Please Tick – This is a True statement	Please Tick – Additional Information provided
16.	You do NOT anticipate any dismissal or redundancy of any employees who administrate information technology in the next 3 months.	<input type="checkbox"/>	<input type="checkbox"/>
17.	You are NOT aware of any matter that is reasonably likely to give rise to any loss or claim for cover being requested in this application?	<input type="checkbox"/>	<input type="checkbox"/>
18.	You have NOT had any investigation or information request concerning any handling of personally identifiable information.	<input type="checkbox"/>	<input type="checkbox"/>
19.	In the last financial year You have had a positive net worth and You have made a profit before tax.	<input type="checkbox"/>	<input type="checkbox"/>
20.	NO Insurer has ever cancelled, withdrawn or non-renewed a policy or coverage therein that provided the same or similar coverage as the insurance requested.	<input type="checkbox"/>	<input type="checkbox"/>

Risk Management

		Please Tick – This is a True statement	Please Tick – Additional Information provided
21.	You operate commercially licenced and purchased firewalls to prevent, detect and monitor intrusions across Your network and regularly apply patches and updates in accordance with the suppliers' recommendations.	<input type="checkbox"/>	<input type="checkbox"/>
22.	You operate commercially licenced and purchased anti-virus software across Your network and regularly apply patches and updates in accordance with the suppliers' recommendations.	<input type="checkbox"/>	<input type="checkbox"/>
23.	You enforce a Policy to encrypt all mobile devices, including laptops, tablets, smartphones and memory sticks.	<input type="checkbox"/>	<input type="checkbox"/>
24.	You encrypt all sensitive and confidential data that is stored on, processed and transmitted from Your Computer System.	<input type="checkbox"/>	<input type="checkbox"/>
25.	You back up Your Critical Data at least weekly to a different location?	<input type="checkbox"/>	<input type="checkbox"/>
26.	The backup of Your Critical Data is stored in a secure locked location with access restricted to authorised personnel only?	<input type="checkbox"/>	<input type="checkbox"/>
27.	You have a formalised data destruction procedure in place for personally identifiable information that is no longer needed by your Company	<input type="checkbox"/>	<input type="checkbox"/>
28.	You secure remote access (access control procedures to prevent unauthorised access) to Your network and Your data?	<input type="checkbox"/>	<input type="checkbox"/>
29.	You enforce a policy of auditing of managing computer and user accounts?	<input type="checkbox"/>	<input type="checkbox"/>
30.	You have a Business Continuity Plan or Disaster Response plan which includes Cyber perils? (including but not limited to data breaches, network security breaches, Denial of service attacks and Cyber Extortion)	<input type="checkbox"/>	<input type="checkbox"/>

Security Details

31.	What firewall(s) do you use? (make and model)	
32.	What anti-virus software do you use? (make and version)	

Outsourcing

RSA include cover for Outsourced Data where the outsourcing companies are domiciled in the EU and these have been declared. Please list the companies to whom you outsource any part of your Computer System, Network or Data. This should include, but is not limited to, companies to whom you outsource IT/network security, payment processing, website hosting, data storage or application service provision.

Company Name	Company Number	Service Provided

33.	Do You provide personal identifiable, sensitive or confidential information to Your sub-contractors?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
34.	If Yes, Do You always obtain a hold harmless or indemnity from sub-contractors for claims that may arise from a breach of the data provided by them?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Claims Experience

35.	Please give details of any Cyber losses, situations, Circumstances or claims (including but not limited to; failure of security, invasion or interference of Your Computer System, rights of privacy, wrongful disclosure of or alleged confidential information) You have suffered including but not limited to a regulatory, governmental or administrative action brought against You.
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Cover

36.	After how long would You start to incur Business Interruption after a site or systems loss? (number of hours)	
37.	How quickly can you obtain backups of Critical Data? Daily Weekly Monthly Annually	
38.	How long would it take You to fully restore from your backup?	
39.	Limit Required	£100,000 / £250,000 / £500,000 / £1,000,000 / £2,000,000 / £5,000,000
40.	Excess Requested (£5,000 standard for turnovers over £50m)	
41.	Retro Active Date (90 days standard)	
42.	Cover Start Date	

43.	End Date / Policy Period	
44.	Gross Revenue or Gross Profit	
45.	Other RSA Policy Number (Minimum One)	

Cyber Essentials is a new Government-backed and industry supported scheme to guide businesses in protecting themselves against cyber threats. Cyber Essentials documents are **FREE** to download and any organisation can use the guidance to implement essential security controls. Details can be found on the website: <https://www.cyberstreetwise.com/cyberessentials/>

Important Notice Concerning Disclosure

Before your Cyber Risk Insurance takes effect you have a duty to make a fair presentation of the risks to be insured under your Cyber Risk Insurance Policy. A fair presentation of the risk is one:

- Which:
 - discloses to Us every material circumstance which You know of or ought to know of; or
 - gives Us sufficient information to put Us on notice that We will need to make further enquiries for the purpose of revealing those material circumstances,
- Which makes that disclosure referred to above in a manner which is reasonably clear and assessable to Us; and
- In which every material representation as to a matter of fact is substantially correct, and every material representation as to a matter of expectation or belief is made in good faith.
- A material circumstance is one that would influence Our decision as to whether or not to insure You and, if so, the terms of that insurance. If You are in any doubt as to whether a circumstance is material you should disclose it to Us.

Financial or Trade Sanctions

Please note that We are unable to provide insurance in circumstances where to do so would be in breach of any financial sanctions imposed by the United Nations or any government, governmental or judicial body or regulatory agency. Full details will be provided in Your policy documentation.

Fair Processing Notice

RSA will treat your personal information fairly and lawfully in accordance with the Data Protection Act 1998.

Declaration and Undertaking

I/We declare that every statement and particular contained within this proposal form:

- which is a statement of fact, is substantially correct, and
- which is matter of expectation or belief, is made in good faith.

If any such facts, expectations and/or beliefs materially change before this Cyber Risk insurance policy takes effect I/we undertake to provide details of all such changes to RSA in order to comply with my/our obligation to provide a fair presentation of the risk to be insured under the Cyber Risk insurance policy.

For the purposes of making this proposal for insurance, I/we agree that the Intermediary (which I/we have appointed to advise in relation to this policy) is acting on my/our behalf and not as an agent of RSA

Signature (on behalf of the Proposer)

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Print Name of the Signatory

Position Held / Title

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For and on behalf of (Insert name of the Proposer)

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Date

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Additional Information

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