

**DECLARATION**

I hereby declare that I am authorized to complete this application on behalf of the Proposer and that after due inquiry, to the best of my knowledge and belief, the statements and particulars in this application are true and complete and no material facts have been misstated, suppressed or omitted. I undertake to inform the Insurer of any material alteration or addition to these statements or particulars which occurs before the commencement of or during the period of insurance. I also acknowledge that this Application (together with other information supplied to Underwriters) shall be the basis of such contract. I understand that Underwriters will rely on the statements that I make on this form. In this context, any Insurance Coverage that may be issued based upon this form will be void if the form contains falsehoods, misrepresentations or omissions.

**Privacy Statement**

I/We consent to Camargue Underwriting Managers processing my/our personal information as per the Privacy Statement which may be accessed at <https://www.camargueum.co.za/legal>

.....	.....
<b>NAME</b>	<b>CAPACITY</b>
.....	.....
<b>SIGNATURE OF THE PROPOSER</b>	<b>DATE DD/MM/YYYY</b>

**BROKER DETAILS**

Broker: .....

Contact Person: ..... Tel: .....

Email: .....

**GENERAL INFORMATION**

**Details of entities to be insured (the "Proposer"\*):**

The "Proposer" means the prospective named insured and in answering the below questions and declaration, the "Proposer" means the named insured and all subsidiaries to be covered under the policy.

**Proposer's Name:**

.....

**ID Number (if sole trader):**

.....

**Physical Address:**

.....

**Postal Code:**

.....

**Company Registration Number:**

.....

**VAT Number:**

.....

**Website:**

.....

**Annual Revenue:**

.....

**Number of Employees:**

.....

**Is 100% of Annual Revenue generated from South Africa?**

.....

**If not, please advise percentage split per territory:**

.....

\*\*Please note that should more than 51% of the Proposer's revenue be generated from outside of South Africa, the risk will fall outside of our risk appetite. We will be unable to provide a quotation\*\*

**Main Business Description:**

.....

Please confirm the total number of Data Subjects that are retained within your networks, databases, and cloud-based servers at any one point in time in terms of employees, customers, and contractors/vendors:

**REQUIRED COVER**

**State the Limit of Indemnity and First Amount Payable required:**

Limit of Indemnity:	R	R	R
First Amount Payable:	R	R	R

### BUSINESS ACTIVITIES

1. Is the Proposer:

- 1.1 A platform/app provider (or developer) for any of the following: Money/funds/securities transfer, cryptocurrencies/blockchain, crowd-funding, fundraising, political lobbying, direct/targeted marketing, social media, dating, gaming, file sharing or content streaming?
- 1.2 Involved in: Adult entertainment, debt collection or the processing, storage or distribution of cannabis products?

YES	<input type="checkbox"/>
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NO	<input type="checkbox"/>
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YES	<input type="checkbox"/>
-----	--------------------------

NO	<input type="checkbox"/>
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**\*\*If the Proposer has answered YES to either of the above, please note that these activities fall outside of our risk appetite, and we are not able to provide a quotation.\*\***

### ERRORS & OMISSIONS COVERAGE

1. Percentage of gross annual revenue, by services performed in the current and previous financial years:

		CURRENT FINANCIAL YEAR	PREVIOUS FINANCIAL YEAR
Hardware	Maintenance		
	Installation		
	Sale of own brand		
Software Product Sales	Shrink wrapped / off-the-shelf software		
	Own customisable software		
	Third-party customisable software		
Software Services	Installation incl configuration (no code changes)		
	Customisation (including code changes)		
	Development bespoke application		
	Maintenance		
Services	Consultancy		
	Data processing		
	Cabling		
	Project management		
	Provision of contract staff		
	Facilities management		
	Training		
	Web design		
	Internet / application service provision (excluding web hosting)		
	Web hosting		
	Telecommunications		
Other work (please provide details)			
Total must add up to 100%			

2. Details of the Proposer's three largest contracts which have been undertaken in the last three years:

CLIENT/BUSINESS	SERVICES PROVIDED	TOTAL CONTRACT VALUE	CONTRACT LENGTH
1.			
2.			
3.			

3. Does the Proposer use outside consultants/contractors, or subcontract work to others?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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If YES, please indicate what percentage of last year's gross annual revenue it represented.

<input type="text"/>	%
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4. Does the Proposer normally require consultants/contractors to hold their own Professional Indemnity (PI) cover?

N/A	<input type="checkbox"/>
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YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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5. Does the Proposer typically undertake contracts which are longer than 2 years in duration excluding any rolling maintenance contracts.

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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If YES, are these contracts reviewed annually?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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6. Does the Proposer enter into written contracts with all clients?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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7. Does the Proposer's written contracts with clients contain the following clauses/provisions?

7.1 Limitations of liability, including consequential damages

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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7.2 Disclaimer of warranties

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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7.3 Arbitration clause

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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8. What value does the Proposer cap liability at in your standard contract terms?

R	<input type="text"/>
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9. How many clients have unlimited liability?

<input type="text"/>
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10. What percentage of the Proposer's clients are on standard terms?

<input type="text"/>	%
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11. Please indicate the average value of a client contract

R	<input type="text"/>
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12. Does the Proposer ensure that changes to the original contract are agreed to by both parties and documented in writing, which is then incorporated into the main contract?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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13. Are all contracts reviewed by legal counsel prior to commencing any work?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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14. Are variations to contracts reviewed by legal counsel?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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15. Does the Proposer have quality control procedures in force to test all software and products prior to release?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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16. Is the failure of the Proposer's products or services likely to result in any of the following outcomes:

16.1 Damage or destruction to physical property?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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16.2 Death or bodily injury?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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16.3 Immediate and significant financial loss?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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16.4 Insignificant financial loss?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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17. Have there been any significant changes in the nature or size of the Proposer's business in the past 12 months?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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18. Does the Proposer anticipate any change in the nature or size of the Proposer's business over the next 12 months?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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If YES, to (17) or (18) above, please provide full details, on a separate sheet if necessary:

19. Has the Proposer released or introduced new products, software and/or services within the past 12 months?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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20. Does the Proposer plan on releasing or introducing new products, software and/or services within the next 12 months?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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If YES, to (19) or (20) above, please provide full details, on a separate sheet if necessary:

21. Has the Proposer ever had to recall any of your electronic products or software for any reason?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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If YES, please provide full details, on a separate sheet if necessary:

22. Over the past three years, have any customers refused to pay or requested a refund or invoked contract penalty clauses outside the normal course of business?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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If YES, please provide full details, on a separate sheet if necessary:

23. Does the Proposer have a formal process in place for resolving disputes with clients?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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24. Has the Proposer ever instituted adversarial proceedings against a client in order to recover unpaid fees?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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**SECURITY, CONTROLS AND RISK MANAGEMENT**

Please note that we require all our technology PI policy holders to maintain a good cyber posture given the services they provide. Please answer the following in terms of the Proposer's network/systems.

**1. Which of the following security best-practice guidelines does the Proposer have enabled on its network(s):**

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| 1.1 Filtering all incoming emails and communications for malicious links, spam, malware and attachments?  | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 1.2 Multi-Factor Authentication for all user accounts?  | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 1.3 Sender Policy Framework?  | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 1.4 Endpoint Monitoring and anti-virus capability (If NO, answer below:)  | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 1.4.1 Does the Proposer use cloud security monitoring tooling/dashboards to ensure a secure configuration is being used? (If NO, answer below): | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 1.4.2 Please provide full details of compensatory controls:   |                              |                             |

**2. Does the Proposer have the following protocols in place:**

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| 2.1 All system configuration and data is either (i) subject to regular Back-ups (at least weekly) via secure cloud or (ii) maintained in offline copies disconnected from the organisation's network? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 2.2 Multi-Factor Authentication settings are enabled for access to Back-up files?   | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 2.3 Data is encrypted while it is in transit?   | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 2.4 Data is encrypted while at rest?  | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 2.5 Data is encrypted at rest on portable devices?  | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| 2.6 Alerts from endpoint monitoring tools are reviewed at a regular cadence?  | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

**3. Does the Proposer have processes in place to implement, within 14 days, critical security, anti-virus and malware patches/signatures received from commercial software vendors onto all of its servers, laptops, desktops, routers, firewalls, phones and other physical devices?**

If NO, within how many days are critical security, anti-virus and malware patches received from commercial software vendors implemented on all physical devices?

No of days:

**4. Does the Proposer scan the external perimeter of the network?**

4.1 What is the frequency of the Vulnerability Scanning?

- |                                |                                 |                                  |                                    |                                |
|--------------------------------|---------------------------------|----------------------------------|------------------------------------|--------------------------------|
| Daily <input type="checkbox"/> | Weekly <input type="checkbox"/> | Monthly <input type="checkbox"/> | Quarterly <input type="checkbox"/> | Other <input type="checkbox"/> |
|--------------------------------|---------------------------------|----------------------------------|------------------------------------|--------------------------------|

**5. Does the Proposer have separate Administrative Accounts for tasks that require elevated privileges (such as TIER 0 and equivalents) with internet access restricted?**

YES       NO

## Technology PI

For entities with revenue below R4bn

6. Does the Proposer have a defined Incident Response process that would be triggered following an IT or cyber incident?  YES  NO

7. Does the Proposer confirm that:

7.1 None of its directors or officers are aware of any claims or circumstances that may give rise to a claim or loss under this proposed insurance, or would have given rise to a claim or loss under this proposed insurance had it been in force at the time, including any computer system intrusion, tampering, virus or malicious attack, loss of data, hacking incident, alleged data theft, unplanned outage or similar circumstances, which has exceeded R100,000 in total costs?  YES  NO

7.2 It provides all employees with anti-fraud training at least annually (including but not limited to detecting social engineering, phishing simulation and security and privacy Awareness Training, business email compromise and other similar exposures); and before processing funds transfers and/or third-party account detail changes, confirm the transaction details with the requestor, through a "secondary means of communication"?  YES  NO

8. Only complete this question if the Proposer is involved in Manufacturing, Pharmaceuticals, Energy, Power, Rail, Transportation and Logistics, Mining or any other heavy industrial trade and if the Proposer has Operational Technology (OT).

8.1 Does the Proposer operate any Operational Technology as part of their business operations? (If NO, do not complete this section)  YES  NO

8.2 Is there a formal asset inventory for the OT environment?  YES  NO

8.3 Are any OT assets directly accessible from the internet?  YES  NO

8.4 Is there any remote access to the OT sites?  YES  NO

8.5 What level of segmentation currently exists between IT and OT?

<input type="checkbox"/> VLAN	<input type="checkbox"/> FW	<input type="checkbox"/> DMZ	<input type="checkbox"/> Data Diode	<input type="checkbox"/> Air Gap	<input type="checkbox"/> None
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Other: .....

8.6 When patches are applied is there a secure patching process in place?  YES  NO

8.7 Are there Business Continuity Plans (BCP) in place for the business?  YES  NO

## GLOSSARY OF TERMS

### **Administrative Accounts**

A user account which has been assigned elevated administrative access rights, granting the user the authority to perform various administrative including the modification of critical systems settings, installation/uninstallation of software and change system configurations.

### **Awareness Training**

A formal process for educating employees and stakeholders to understand, identify and avoid cyber threats.

### **Back-ups**

A copy of data, files and programs made to facilitate recovery if necessary.

### **Data Subject**

Any natural or juristic person who can be identified, directly or indirectly, via an identifier such as a name, ID number, address etc.

### **Encryption**

A method by which information is converted into secret code that hides the information's true meaning.

### **Endpoint Monitoring**

Endpoint monitoring involves the continuous observation and analysis of activities on endpoints, including user devices and servers, to identify and respond to security threats effectively.

### **Incident Response**

Systematic and planned approach that organizations rely upon to identify, handle and recover from cyber threats.

### **Multi-Factor Authentication**

A process in which a user authenticates themselves through two or more different means when gaining access to a computer system or web-based service. Typically use a password and a passcode, generated by a physical token device or software as the two factors.

### **Operational Technology**

Programmable systems or devices that interact with the physical environment (or manage devices that interact with the physical environment). These systems/devices detect or cause a direct change through the monitoring and/or control of devices, processes, and events. Examples include industrial control systems, building management systems, fire control systems, and physical access control mechanisms.

### **Patch Management**

Process of managing an IT network by regularly performing patch deployment to keep the network up to date. Each patch deployed is a set of changes to a computer program or its supporting data which is designed to update, fix or improve it to resolve vulnerabilities.

### **Secondary Means of Communication**

A secondary means of communication is different from the first means of communication. For example, if the request is received by telephone, a secondary communication may be an email.

### **Sender Policy Framework (SPF)**

An email authentication technique which is used to prevent spammers from sending messages on behalf of your domain.

### **Vulnerability Scanning**

Formal description and evaluation of the vulnerabilities in an information system.