

Policy Summary



Directors & Officers Policy

Primary General - Directors & Officers Insurance Policy - PGDOPO v06/08

Policy Summary

This document provides a summary only of the significant aspects of cover (including restrictions) provided by the Primary General Directors & Officers Insurance Policy. For full details, please refer to the Policy itself which is available for download from our website (www.primarygeneral.co.uk) or by contacting your Broker.

The cover provided by the Primary General Directors & Officers Liability Policy is designed to meet the demands and needs of small business enterprises. We take great pride in the level of service and impartial advice that we offer.

Introduction

The Policy is underwritten by Primary General Insurance Limited on behalf of capacity supplied by Novae Insurance Company Limited, registered address 71 Fenchurch Street, London EC3M 4HH. Novae Insurance Company Limited is Authorised and regulated by the Financial Services Authority.

The Policy will normally remain in force for a period of 12 months from the date of commencement, unless indicated otherwise in your Policy Schedule.

Main Covers

The Insurer will pay on behalf of any Directors and Officers Losses arising from any claims first made against them during the Period of Insurance for any Wrongful Act committed by them in their capacity as Directors or Officers.

The Insurer will pay on behalf of the Company Losses arising from any Claim first made against any Directors or Officers during the Period of Insurance for any wrongful Act committed by them in their capacity as Directors or Officers once the Company has indemnified the individual concerned.

Significant additional Features of the Policy:

- Employment Practices Cover
 - protection provided against wrongful termination of the employment of, demotion of or failure or refusal to employ or promote any person in relation to the Company
 - discrimination or harassment affecting any employee of or prospective employee with the Company
 - retaliatory treatment against an employee of the Company on account of the employee's exercise or attempted exercise of his or her legal rights.
- Outside Board Cover
- Pollution Defence Costs
- Cover for retired Directors & Officers

Main Exclusions and Limitations:

- Known Circumstances
- Fraudulent, dishonest or acts of personal illegal gain or advantage
- Property Damage
- Death or Bodily Injury
- Nuclear Risks / War Risks or Terrorist Activities

Limit of Indemnity: Up to £2million available

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Your right to cancel

a) Cooling off period - If this insurance does not meet your requirements please advise your Broker, Intermediary or Agent who arranged the Policy in writing within the first 14 days of the Period of Insurance and return any documents issued in relation to this Policy. The Policy will be null and void and any premium paid will be returned in full.

b) Otherwise - Please advise your Broker, Intermediary or Agent who arranged the Policy in writing. Any return of premium will be at the discretion of Primary General Insurance Limited in line with our Cancellation Terms.

An arrangement Fee of £25 will be charged for each Policy with a premium payable of up to £1,000. This Fee will increase to £50 where the premium due is in excess of £1,000.

Notification of New Claims

To notify a new claim please follow the steps below:

1. Check the Policy and Schedule to ensure that you are covered.
2. Call our dedicated claims line 0870 942 4606 to notify your claim.

If you are dissatisfied with the way in which a claim or any other matter has been dealt with, please refer to the Complaints Procedure.

Complaints Procedure

It is always our intention to provide a first class standard of service. However, if you have any cause for complaint, you should, in the first instance, contact either the Intermediary who arranged the Policy for you, or Primary General Insurance Limited. Please be ready to quote the details of your Policy, the name of the Insured and Policy number. Should the matter not be resolved to your satisfaction, please write to:

The Managing Director
Primary General Insurance Limited
7th Floor
Embassy House
60 Church Street
Birmingham
B3 2DJ

If you cannot settle your complaint with us / your insurer, you may be entitled to refer it to the Financial Ombudsman Service. Further information is available at: <http://www.financial-ombudsman.org.uk/>

Full details of our complaints procedure are contained in your Policy Wording.

Details about the Regulator

Primary General Insurance Limited is authorised and regulated by the Financial Services Authority (FSA). The FSA register number is 308347. You can check this on the FSA's Register by visiting the FSA's website www.fsa.gov.uk/register or by contacting the FSA on 0845 606 1234.

Novae Insurance Company Limited is authorised and regulated by the Financial Services Authority (FSA). The FSA register number is 447935. You can check this on the FSA's Register by visiting the FSA's website www.fsa.gov.uk/register or by contacting the FSA on 0845 606 1234.

Compensation Arrangements

Primary General Insurance Limited and Novae Insurance Company Limited are covered by the Financial Services Compensation Scheme (FSCS). You may be entitled to compensation from the scheme if either company cannot meet their insurance obligations. This depends on the type of business and the circumstances of the claim. Further information about compensation scheme arrangements is available from the FSCS at: <http://www.fscs.org.uk/>

Data Protection

All personal information about you will be treated as private and confidential (even when you are no longer a customer), except where the disclosure is made at your request, with your consent, in relation to administering your insurance or where law requires us. As part of the FSA's duties, we may be asked to provide them with access to our customer records in order that they may carry out a review of our activities. Some or all of the information you supply to us in connection with your insurance proposal will be held on computer and may be passed to other insurance companies for underwriting and claims purposes.

Under the Data Protection Act 1998 you have a right of access to see personal information about you that is held in our records, whether electronically or manually. If you have any queries, please write to the managing director at the above address

Disclosure

Your insurance is based upon the information provided by your Intermediary to Primary General Insurance Limited and you must ensure that all such information is complete and accurate, and that any facts that may influence the insurers' decision to accept and pay a valid claim are disclosed. Failure to disclose material information may invalidate your insurance cover and could mean that part, or all, of a claim may not be paid.