

# Political Violence Proposal Form

1. Proposer and all subsidiary companies			
2. Proposer mailing address			
3. Nationality & Date established			
4. Status of Proposer (Private Company, Public Company, government owned, etc.)			
5. Proposer's shareholding			
6. Other Shareholders' percentage detailing nationality			
7. Occupation/Description of Proposer's Business Operation			
8. Policy currency to be used			
9. Coverage required (please tick box): <input type="checkbox"/> Sabotage & Terrorism <input type="checkbox"/> SRCC & Malicious Damage <input type="checkbox"/> Full Political Violence			
10. Physical Assets and Business Interruption values at the locations to be insured/ for multi--location schedule, please give an overview above and provide a separate sheet with details on 5 largest locations.			
Buildings	Contents	Business interruption	Total Asset Values
11. Limit of Liability requested for Buildings, contents and business interruption :			
a. ....	Total	Each Loss	
i.	Building each loss		
ii.	Contents each loss		
iii.	Business Interruption each loss		
b.....	Total Each Policy		
12. Details of all security arrangements & access by general public to the site			
13. Details of any public parking (including street parking )			
14. Details of the area surrounding location(s) to be insured (i.e. rural, commercial, industrial, government, etc.)			
15. Details of any landmark buildings, government offices, five---star hotels or other high profile locations within 500 meters			

- 16. Describe occupants of surrounding buildings and their occupation**
- 17. Details of any direct or indirect threat that has been made against the Proposer's or any of the shareholders or any other person related to the company**
- 18. Details of any previous acts of Terrorism, Sabotage, SRCC, Malicious Damage, War, etc. against the Proposer's or any of the shareholders or any other person related to the company**

**19. Reason for requesting a terrorism cover**

**20. Description of security at location(s) to be insured:**

- a. Is there a guard force? ..... if yes, indicate number .....
- b. Are there intrusion detection and CCTV systems? .....
- c. Is there a perimeter fence? ..... Is it lighted? .....
- d. Is there an access control system (i.e. card access, sign-in etc.)?

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- e. Is there a parking area? ..... if yes, where (i.e. within the building, outside etc.)?

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**21. Please describe any business involvement the Proposer has with any government agencies, e.g. contractors for defence industry, etc.**

**22. Please indicate which of the Proposer's premises are either owned, leased from or rented to the government and/or government/state agency**

**23 Please indicate if there are any of the following in the vicinity of the Proposer's premises.**

- a. Government premises/sites e.g. Embassies, Consular Yes No Facilities, Army/Air Force base etc
- b. Major economic centres Yes No
- c. Major tourist attractions Yes No
- d. Major sporting stadia Yes No
- e. International airports Yes No
- f. Period of cover required. Yes No
- g. Are any of the assets already covered against terrorism (e.g. under a fire insurance policy)? Yes No

**THE APPLICANT DECLares THE STATEMENTS SET FORTH HEREIN TO BE TRUE, COMPLETE AND CORRECT TO THE BEST OF HIS KNOWLEDGE.**

**This Application does not bind the Applicant or the Company. However, it is agreed that this Insurance Application will be the basis of the contract, should a policy be issued, and will be attached to, and made part of the policy. The Applicant agrees that if the information supplied on this Application changes between the date set forth below and the inception date of the policy, the Applicant will immediately notify the Company of such changes.**

Signed .....

DATE.....

Company .....

Title .....

## A. Privacy Statement

Madison General Insurance Kenya Limited respects your privacy and is committed to protecting your personal data. This Privacy Statement is a summary of Madison Groups' Privacy Policy. It explains how we collect, use, disclose or otherwise process the personal data that you give to us.

**What type of personal data do we process?** We may process your personal data including but not limited to; basic personal information such as name, date of birth and occupation/employment details; contact information such as phone number, email address and postal address; location data such as physical address; financial information such as bank account details , card payment details, transactional data; insurance related data such as member/policy/account number, claims history and other insurance related information; technical information such as online account information, IP address, usage data, geolocation data and device ID; sensitive data such as your property details, health data including medical history, medical condition and health status, disability, marital status, family details including names of child(ren), parent(s), spouse(s), sex, habits and pursuits. This personal data is received directly from you or indirectly through your duly authorized representative, our third-party service providers or public sources. In cases where you submit personal data about another person, kindly ensure that you capture the correct information and that you have notified them that you are submitting their information to us. It is also crucial that you show them this privacy statement, our privacy policy and direct them to us if they have any questions or concerns about the use of their personal data. Please note that we may not be able to effectively perform the contract that you have with us if you fail to provide us with the personal data that we have requested. This may lead to the cancellation of the product/ service that you have taken or wish to take.

**What is the legal basis for processing your personal data?** We processes your personal data for various purposes ("the purposes") including; For the performance of the insurance contract that we have with you including, verifying the accuracy and validity of the information that you have provided, assessing your eligibility for cover, underwriting and pricing your cover, investigating, processing and payment of claims, handling disputes, payment of a claim to you or your legal personal representative, communicating with you on general updates relating to the product/service you have taken with us, and the general servicing and administration of the product/service you have with us; To carry out statistical analysis/market research/surveys on our products and services including asking for feedback on our products or services; To comply with any legal, regulatory, tax, accounting or reporting obligations; Where you give your consent, particularly where we use your personal data for direct marketing, where we process personal data relating to a child and where we process personal data outside Kenya ; To safeguard our legitimate interests, public interests and your vital interest including detecting and preventing fraud and the establishment, exercise and defence of a legal claim. We will limit the processing of your personal data to these purposes.

**How long do we retain your personal data?** We will retain your personal data for only as long as is necessary to fulfil the purposes for which it was collected as informed by legal and regulatory requirements and our internal retention policies.

**Who do we share your personal data with?** We may share your personal data with certain third parties like suppliers or service providers with whom we have engaged for and in connection with the purposes. This may include; your agent or broker, technology service providers, risk surveyors, claim investigators, valuers, loss adjusters, garages, towing service providers, car hire firms,; fraud prevention and anti-money laundering agencies; credit reference agencies; financial institutions through which your transactions are processed, advisory bodies such as the Association of Kenya Insurers, government agencies & public authorities; our reinsurers, our professional advisers and other companies within the Madison Group. Some of these third parties may be located outside Kenya. We will take reasonable steps to ensure that the data we share is accurate, up to date, complete and relevant to the purpose of the use or disclosure. All third parties are required to ensure the security of your data and shall strictly utilise it in connection with the purpose it is shared with them.

**How can you access your data subject rights?** You have the right to; be informed on the purpose for which we are processing your personal data, to access the personal data that we process, request that we correct your personal data if it is inaccurate, false or misleading, erase your personal data(this is subject to any legal obligation that we may have), object to the processing of your personal data, data portability and restrict the processing of your personal data. You may exercise any of your data subject rights by downloading the appropriate data subject action form which may be downloaded from our website at [www.madison.co.ke](http://www.madison.co.ke) and sending the filled form to [dpo@madison.co.ke](mailto:dpo@madison.co.ke) OR by sending an email to [dpo@madison.co.ke](mailto:dpo@madison.co.ke)

**Data security.** We will employ adequate organisational and technical measures to safeguard your data at all stages of processing.

**Changes to the privacy statement.** We may occasionally update this Privacy Statement to reflect changes in our data processing activities or legal developments. Any updates will be posted on our Privacy Policy posted on our website and the date of the last revision will be indicated at the top of the Privacy Policy.

Please visit see Madison Groups' Privacy Notice on our website at [www.madison.co.ke](http://www.madison.co.ke) for further information on our privacy practices. If you have any questions regarding this privacy statement or any concerns regarding the processing of your personal data, please write an email to [dpo@madison.co.ke](mailto:dpo@madison.co.ke) or visit our offices at Madison House, Upper Hill Close, Upper Hill, Nairobi.

## B. **Consent for processing Personal Data relating to a child.**

The Data Protection Laws require us to obtain the parental or legal guardians' consent where we process personal data belonging to a child (Any person under 18 years). If you have provided personal data belonging to a child including beneficiaries and or next of kin, we require your consent as their parent or legal guardian.

If you are not the child's parent or legal, kindly ask us for a separate consent form to facilitate the collection of the minors' parent/legal guardians' consent.

\*Please tick the appropriate box.



**I AGREE** to the processing of personal data belonging to child/children submitted above. I understand that the Childs personal data will be processed in accordance with the Data Protection Act and Madison's Privacy Policy.



**I DO NOT AGREE.**



**Not Applicable** (Where you have not submitted personal data belonging to a child)

#### C. Transfer outside Kenya

Madison General Insurance Kenya Limited our business partners and or service providers, may transfer your personal data including your sensitive data such as data revealing your; race, health, ethnic social origin, belief, genetic data, biometric data, property details, marital status, details of your child, parents or spouses; sex and or sexual orientation (as applicable) outside Kenya. This is majorly where software solutions or other technology services have been utilized (these may include email exchange services, cloud storage services, document management and storage system services). These services are embedded in our processes and are necessary to enable us provide you with the service/product that you have with us.

The Data Protection Laws require us to obtain consent to transfer your data outside Kenya. We will ensure that the country hosting your data is bound by similar data protection laws and appropriate security safeguards are applied to ensure the security of your data. Do note that we will not be able to provide you with the services and or product that you take with us if you decline to grant your consent as these services have been embedded into our processes and are necessary for the performance of our contractual obligation to you.

\* Please tick the appropriate box below.



**I AGREE.**



**I DO NOT AGREE**

#### D. Marketing consent

The Madison Group Limited, Madison General Insurance Kenya Limited, Madison Life Assurance Limited and Madison Investment Managers (collectively "**Madison Group**") our business partners and or third-party service, would like to communicate to you about the services and products we offer across Madison Group such as latest updates, special offers, new products or services and or other promotions that we think would interest you. In order to comply with the Data Protection laws, we need to obtain your consent to send such communication.

\* Please tick the applicable box below.



**YES**, I agree to receive such communication from Madison Group by email, text message, phone or other electronic means.



**NO**, I do not wish to receive such communication from Madison Group.

**IMPORTANT :** Consent is voluntary and may be withdrawn at any time by filling the consent withdrawal form found at [www.madison.co.ke](http://www.madison.co.ke) and sending it to [dpo@madison.co.ke](mailto:dpo@madison.co.ke) OR by sending an email to [dpo@madison.co.ke](mailto:dpo@madison.co.ke). Third parties to whom we have disclosed your personal data for that purpose will be informed of your consent withdrawal. The withdrawal will however not affect the lawfulness of the processing activities undertaken prior to withdrawal.

If you have any questions with regard to consent, please write an email to [dpo@madison.co.ke](mailto:dpo@madison.co.ke)

**Declaration\***



I acknowledge that I have read and understood the privacy statement



I confirm that I have personally selected my choice on each respective consent and under my own free will and that I am aware that I may withdraw my consent at any time through the mechanisms provided by Madison Group.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_