

PrivateEdge

# New PrivateEdge Proposal Form

## Important Note

Unless the sense of the question indicates otherwise, each question is to be answered for Proposed Policyholder and every subsidiary company (direct or indirect).

You are reminded that when providing the information for this Proposal Form that the broker is acting on behalf of you as the Proposed Policyholder.

This Proposal Form will form a record of the information which you have given to your broker and on which the insurance policy will be based. You are required to disclose to AIG all material information or sufficient information to put a prudent insurer on notice that further enquiries are needed. A material fact is one which will influence the judgement of a prudent insurer in determining whether to take the risk and if so on what terms.

Failure to disclose information or any inaccuracies may entitle AIG to avoid the policy may impact the terms of the cover or may mean that a claim is not paid or is not paid in full.

Please check the facts now and if there are any inaccuracies or omissions let your broker know immediately.

## Proposed Policyholder details

- 1 (a) Name of Proposed Policyholder (subsidiaries do not need to be listed)

Patriot New Topco Limited

- (b) Registered Address of Proposed Policyholder

3<sup>rd</sup> Floor Audrey House, 16-20 Ely Place, London, EC1N 6SN

- (c) Registration Number

12392093

- (d) Main website address for the Proposed Policyholder

www.forensicrisk.com

- (e) Is the Proposed Policyholder a private limited company, a partnership or a registered charity?

Private Limited Company

(If the Proposed Policyholder is a financial institution; a company with stocks, shares or debt traded on a stock exchange; a company with unlimited liability; an unincorporated trust, an unincorporated association or an unincorporated partnership, please refer to your insurance broker).

- 2 Does the Proposed Policyholder have any subsidiaries which are not registered in the UK? If yes, please complete the attached Foreign Subsidiaries Supplementary Questions ☐ Yes ☒ No

- 3 Please provide a full description of your activities

Forensic Accounting, Compliance Monitoring and Data Governance services

- 4** Please provide the latest annual turnover figure (excluding any inter-group sales) or the latest annual charitable income

£ 57.1million

- 5** Please advise the total number of employees

(a) Full time

213

(b) Part-time

0

- 6** Is cover required for Pension Trustees? If yes, please complete the attached Pension Trustee Liability Supplementary Questions. ☐ Yes ☒ No

- 7** Is cover required for Crime insurance? If yes, please complete the attached Crime Supplementary Questions. ☒ Yes ☐ No

- 8** Does the Proposed Policyholder have a written grievance procedure which is communicated to all employees? ☒ Yes ☐ No

- 9** Is the Proposed Policyholder currently undergoing any employee layoffs, early retirements or redundancies or contemplating same in the next 12 months? ☐ Yes ☒ No

If 'Yes', please provide full details

Nothing planned but we do employee reductions in the ordinary course of business during the year to address performance issues as well as managing costs. We anticipate additional terminations consistent with that.

- 10** (a) Have any claims ever been made against:

- (i) any past or present Director, Officer, Partner, Trustee, Governor, Committee Member or employee acting in a managerial/supervisory capacity (including all employees with regard to employment related disputes) ☐ Yes ☒ No

- (ii) the Proposed Policyholder or its subsidiaries? ☐ Yes ☒ No

- (b) Are there any circumstances or incidents which may give rise to a claim? ☐ Yes ☒ No

- (c) Have you suffered any losses in the past 5 years resulting from the fraud or dishonesty of any employee or third party? ☐ Yes ☒ No

- 11** Please indicate the amount of indemnity requested:

- (a) Cover for claims against individuals including Company / Partnership / Not for Profit Reimbursement

£

- (b) Additional limit for direct claims against the Company / Partnership / Not for Profit

£

- (c) Additional limit for direct employment claims against the / Partnership / Not for Profit

£

(d) Additional limit for pension trustee liability claims

£

(e) Additional limit for employee and third party frauds against the / Partnership / Not for Profit

£

*Signing this proposal does not bind the proposer to complete this insurance.*

## Declaration

---

I/we declare that the statements and particulars in this proposal have been completed after a fair presentation of the risk being made by the Proposed Policyholder; the statement and particulars are true and accurate and that all material facts and matters, or sufficient information to put a prudent insurer on notice that further enquiries are needed, has been disclosed to AIG as part of this proposal. I/we undertake to inform AIG before any contract of insurance is concluded, if there is any material change to the information already provided or any new fact or matter arises which may be relevant to the consideration of the Contract of Insurance. I/we understand that non-disclosure or misrepresentation of a material fact may entitle the Insurer to avoid the policy, may impact the terms of the cover or may mean that a claim is not paid or is not paid in full.

A material fact is one which would influence the acceptance or assessment of the risk.

Signed



Title (Authorised Signatory of the Proposed Policyholder and its subsidiaries)

Brendan Kirkland (CFO)

Proposed Policyholder

Patriot New Topco Limited

Date

11 February 2021

AIG Europe Limited  
The AIG Building  
58 Fenchurch Street  
London EC3M 4AB

Insurance is underwritten by AIG Europe Limited which is authorised and regulated by the Financial Services Authority (FSA number 202628). AIG Europe Limited is a member of the Association of British Insurers. Registered in England: company number 1486260. Registered address: The AIG Building, 58 Fenchurch Street, London, EC3M 4AB.

## Foreign Subsidiaries Supplementary Questions

**A** Please provide details of your foreign subsidiaries (ex USA)

| Territory      | Number of locations | Turnover | Employees |           |
|----------------|---------------------|----------|-----------|-----------|
|                |                     |          | Full time | Part time |
| United Kingdom | 1                   |          | 100       |           |
| France         | 1                   |          | 20        |           |
| Switzerland    | 1                   |          | 2         |           |
|                | 1                   |          |           |           |
|                |                     |          |           |           |
|                |                     |          |           |           |

**B** Please provide details of your USA subsidiaries

| State         | Turnover | Union employees |           | Non-union employees |           |
|---------------|----------|-----------------|-----------|---------------------|-----------|
|               |          | Full time       | Part time | Full time           | Part time |
| New York      | £1.0m    |                 |           | 13                  |           |
| Pennsylvania  | £0.3m    |                 |           | 5                   |           |
| Rhode Island  | £16.8m   |                 |           | 17                  |           |
| Washington DC | £0.1m    |                 |           | 46                  |           |
| Texas         | £0.0m    |                 |           | 8                   |           |
|               |          |                 |           |                     |           |

**C** Does the Company have a written Human Resources manual or equivalent written management guidelines? ☒ Yes ☐ No

If "yes", are all management and supervisory employees:

(i) provided with a copy of such manual? ☒ Yes ☐ No

(ii) provided with training in the proper implementation of the Company's personnel policies and procedures? ☒ Yes ☐ No

**D** Please tick box if the manual/ guidelines indicate a policy on procedure with respect to the following events

Written application for employment ☒ Yes ☐ No

Legally prohibited discrimination ☒ Yes ☐ No

Compliance with statutes ☒ Yes ☐ No

Redundancies, termination of employment and early retirement ☒ Yes ☐ No

Employee appraisals/reviews ☒ Yes ☐ No

Confidential treatment of medical examinations ☐ Yes ☒ No

Sexual harassment ☒ Yes ☐ No

Employee disciplinary actions ☒ Yes ☐ No

**E** Please tick relevant box(es) if decisions regarding these events are always subject to prior review by the Company's Human Resources department, Legal department or outside Legal Adviser.

Individual decisions are always reviewed by:

|   |  | Human Resources Dept. | Legal Dept. | External Legal Adviser |
|---|--|-----------------------|-------------|------------------------|
| 1 | Written application for employment                           | x                     |             |                        |
| 2 | Confidential treatment of medical examinations               |                       |             |                        |
| 3 | Legally prohibited discrimination                            | x                     | x           |                        |
| 4 | Sexual harassment  | x                     | x           |                        |
| 5 | Compliance with statutes                                     | x                     | x           |                        |
| 6 | Employee disciplinary actions                                | x                     | x           |                        |
| 7 | Redundancies, termination of employment and early retirement | x                     | x           |                        |
| 8 | Employee out-placement services                              | x                     |             |                        |
| 9 | Employee appraisals/ reviews                                 | x                     |             |                        |

**F** Does the Company have an employee handbook which is distributed to all employees? ☒ Yes ☐ No

If "yes", please confirm that:

(i) there is a complaints procedure available to all employees ☒ Yes ☐ No

(ii) the process permits employees to bypass their immediate supervisor/ manager in order to pursue any complaint(s) ☒ Yes ☐ No

**G** Is the Company currently undergoing, or does the Company contemplate undergoing during the next 12 months, any employee layoffs or early retirement (including those resulting from any type of company restructuring, office, plant or store closure)? ☐ Yes ☒ No

If "yes", please attach full details.

## Pension Trustee Liability Supplementary Questions

- 1** Number of pension plans

- 2** Total assets of all pension plans

- 3** Please complete plan details for each plan with assets of £100 million or more.

- 4** Are all contributions compliant with the actuarial Contribution Schedule or are all defined benefit plans adequately funded? (tick here if no defined benefit plans are provided by the organisation) ☐ Yes ☐ No

If 'No', please complete plan details for each applicable plan.

- 5** In the past 24 months has there been, or, in the next 12 months is there anticipated, (a) any amendments in the plan scheme, benefits or participants' share of costs or (b) any plan termination or any merger with another plan? ☐ Yes ☐ No

If 'Yes', please complete plan details for each applicable plan with full details on such plan amendments, terminations or mergers.

- 6** Are any of the pension plans subject to the Employee Retirement Income Security Act of 1974 (ERISA)? ☐ Yes ☐ No

(a) If any ERISA plans, is any ERISA plan a defined benefit plan? ☐ Yes ☐ No

(b) Does any ERISA plan contain employer securities? ☐ Yes ☐ No

If 'Yes' to (a) or (b), please complete plan details for each applicable plan.

AIG Europe Limited  
The AIG Building  
58 Fenchurch Street  
London EC3M 4AB

Insurance is underwritten by AIG Europe Limited which is authorised and regulated by the Financial Services Authority (FSA number 202628). AIG Europe Limited is a member of the Association of British Insurers. Registered in England: company number 1486260. Registered address: The AIG Building, 58 Fenchurch Street, London, EC3M 4AB.

## Supplemental Plan Details Form

(Part of Pension Trustee Liability Proposal)

**1** Name of Plan

**2** Current market value of plan assets

**3** Please indicate which type of plan is provided:

**4** Please provide most up to date figures for:

| Number of active members | Number of deferred members | Number of retired members |
|--------------------------|----------------------------|---------------------------|
| <input type="text"/>     | <input type="text"/>       | <input type="text"/>      |

**5** Does the plan invest in employer securities other than employer securities that are incidentally held in a fund? ☐Yes ☐No

If 'Yes', please provide details on investment terms including restrictions on sale of such securities.

**6** Is the employer company and or any of its subsidiaries a Corporate Trustee Company? ☐Yes ☐No

**7** Please complete with regard to the services providers (Custodian, Administrator, Investment Manager, Legal Advisor, Actuary) for the plan:

(a) Are all non-affiliated with the employer or trustees? ☐Yes ☐No

(b) Are all appointed or approved by the trustees? ☐Yes ☐No

(c) Does the Investment Manager possess full investment discretion? ☐Yes ☐No

If 'No' to (a), (b), or (c), then please provide full details.

**8** Are all plan assets held in custodianship independently from the employer company and investment manager? ☐Yes ☐No

## ERISA Plan Details (if applicable)

- 9 Have there been any known violations of ERISA? ☐ Yes ☐ No

If 'Yes', please provide details by attachment.

- 10 If this is a defined benefit plan, has this plan been converted or is there an anticipated conversion of this plan into a cash balance plan or a plan with cash balance plan features? ☐ Yes ☐ No

If 'Yes', please provide details by attachment.

AIG Europe Limited  
The AIG Building  
58 Fenchurch Street  
London EC3M 4AB

AIG Europe Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and Prudential Regulation Authority (FRN number 202628). This information can be checked by visiting the FS Register (<https://register.fca.org.uk/>). AIG Europe Limited is registered in England: company number 1486260. Registered address: The AIG Building, 58 Fenchurch Street, London EC3M 4AB

## Crime Supplementary Questions

- 1 Is the principle of dual control and independent validation applied with regard to all payments, including the drawing and signing of cheques and the use and of electronic funds transfers, opening new bank accounts or amending approved signatory details? ☒ Yes ☐ No
- 2 Please confirm that no individual can control the appointing of suppliers or the awarding of contracts from commencement to completion without the referral to others? ☒ Yes ☐ No
- 3 Please confirm the maximum value of money, securities, precious metals and/or jewellery at any one location GBP
- 4 Are bank statements independently reconciled by those not permitted to make payments, including the drawing and signing of cheques and the use of electronic funds transfers, at least every 30 days? ☒ Yes ☐ No
- 5 In connection with any acquisition, are all recommendations arising from the pre-acquisition due diligence process immediately implemented? ☐ Yes ☐ No
- 6 (a) Have all recommendations by External Auditors regarding internal controls been complied with following your last audit? ☒ Yes ☐ No

(b) If "no", please provide details

- 7 Are monthly management reports examined for variances against budget forecasts and such variances investigated? ☒ Yes ☐ No
- 8 Are wages/salaries independently checked against personnel records for unusual or excessive payments? ☒ Yes ☐ No



- 9** When recruiting or promoting employees to positions of trust involving handling of stock, money, financial or treasury functions, do you:
- (a) obtain written references covering, at least, their previous 3 years employment history? ☐ Yes ☒ No
- (b) undergo a process to ensure their suitability for the position? ☒ Yes ☐ No
- 10** Is an independent physical count of stock, raw materials, work in progress and finished goods undertaken at least half yearly and is this count reconciled against stock records? ☐ Yes ☐ No
- 11** Are unique passwords used to give various levels of entry to the computer depending on the users' job functions? ☐ Yes ☐ No
- 12** Are passwords automatically withdrawn when people leave? ☒ Yes ☐ No
- 13** Can payment instructions only be made to accounts which are pre-determined as an approved beneficiary? ☐ Yes ☒ No

If any question is answered No please provide full details.

|   |
|---|
| Adhoc vendor payments are sometimes made but these too require approval |
|---|