

A Member of the Tokio Marine Group



WATER DISTRICTS SUPPLEMENTAL APPLICATION

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Applicant Name:

Address: Phone:

Risk Manager:

Risk Manager Email:

1. Number of employees:

2. Annual payroll (less clerical):

\$	Waterworks
\$	Sewage Disposal (plant operations)
\$	Irrigation

3. Population: Latest year of census:

4. Number of board members: Term of the board members:

GENERAL INFORMATION

Are the facilities fenced?
 Is the Applicant responsible for dams and/ or reservoirs?
 Yes No
 No

If yes to dams, please complete the PHLY Dam Supplemental Application.

3. Bridges:

- a. How many bridges are owned or maintained by the entity?
- b. How often are bridges inspected?
- c. How many bridges have not passed inspection?
- d. Are all inspections current?

e. Are any bridges closed or condemned?
 If yes, please provide details. Include current bridge inspection reports.

4. Does the Applicant own any free standing transmission towers (i.e. radio & television)?

Yes No

WATER UTILITY

Annual distribution:

Number of gallons:

Maximum annual capacity:

Number of gallons:

1. What is the source of the water supply?

2. How is water stored? (check all that apply)

Open reservoir	Number of gallons:
Open surface tanks	Number of gallons:
Elevated tanks	Number of gallons:
Enclosed ground level tanks	Number of gallons:

3. Composition of pipe:

Lead:	%	Cast Iron:	%	Asbestos:	%	Plastic:	%
Clay:	%	Other (specify):			%		

Number of users: Residential: Commercial: Industrial: Agricultural:

Yes

Yes

Nο

No

5. 6.		Water Towers:	Yes	No
7.	a. What operations are sub-contracted?		Yes	No
8.	b. What are the sub-contracted costs? (if applicable) \$Is the waterline maintenance done by the Applicant?a. What operations are sub-contracted?		Yes	No
9.	b. What are the sub-contracted costs? (if applicable) \$			
9.	 a. Approximate percent of waterlines less than 8-inch diameter: % b. What is the age of the oldest waterline? c. What is the mileage of the oldest waterline? d. Number of miles of irrigation ditch: 			
10. 11.	How often are water mains/ lines inspected by line cameras?			
12.		nt program:		
13.	Has the Applicant completed monitoring for lead in the drinking water? a. Date completed: b. Test results		Yes	No
	c. If test results exceed the lead action level of 15ppb, please commen techniques relating to (a) corrosion control (b) source water (c) pub lead service line replacement as applicable.			
	d. How often does the Applicant test?			
14. 15.			Yes	No
	b. How are the Applicant's water chemicals stored and secured?			
16.	Has the Applicant even been cited or fined for non-compliance of required star If yes, please provide details, copy of non-compliance notice(s) and actic correct problem(s).		Yes	No
17.	Have there been any violations of the Safe Water Drinking Act in the last five (If yes, please provide details:	5) years?	Yes	No

18.	Does the operation utilize submersible pumps below fifty (50) feet?	Yes	No
	If yes, indicate horsepower: hp		
	a. Is a preventative maintenance program or annual service contract in place with a well pump		
	operation firm?	Yes	No
	b. Please indicate (if any) the services performed on deep water pumps: (check all that apply)		
	Sampling of pump discharge for sediments Bearing lubrication		
	Motor amperage draw Routine checks of all packing glands		
19.		Yes	No
	If yes, please provide details:		
	ii yee, piedee provide detaile.		
	WASTEWATER UTILITY		
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4	Number of utility upersy Desidentials Commercials Industrials		
1.	Number of utility users: Residential: Commercial: Industrial:		
2.	What type of facility is operated: Treatment plant Lift stations Pumps		
3.	Type of treatment facility: Primary Secondary Tertiary		
4.	Processing Method: Lagoon Activated sludge Oxidation ditches		
	Sequencing batch reactors Micro-filtration using membran	e bioreact	tors
	Other (describe):		
5.	What regulatory agency is responsible for monitoring (DEC, EPA, Health Department)?		
	How often?		
6.	Are sewage disposal plants maintained by the Applicant?	Yes	No
7.	How is influent input monitored for toxic or hazardous waste:		
8.	How are chemicals labeled and where are they stored?		
Ο.	now are chemicals labeled and where are they stored?		
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9.	What is done with residual by-product/ sludge?		
10.	Has the Applicant ever been fined or received a citation?	Yes	No
	If yes, please explain:		
11.	Are any operations sub-contracted?	Yes	No
	If yes, attach certificate of insurance and a copy of any hold harmless agreements.	100	140
12.			
13.		V	NI-
	b. Are storm sewers separate from sanitary sewers?	Yes	No
14.	a. Maximum capacity (mgd): Current usage (mgd):		
	b. Number of operational sewer taps: Number of available taps:		
15.	Is regular maintenance performed?	Yes	No
	Please provide a detailed description of the Applicant's maintenance program:		
16.	Are records kept for all repairs?	Yes	No
17.		Yes	No
-	If yes, please provide details:		
	1 / 1		

18.	Has the Applicant had any past/ present incidents of sewer backup to residential or commercial property? If yes, please provide an explanation:	Yes	No
19.	Are the following functions performed by the entity: a. Sewer construction b. Sewer maintenance c. What is the facility's procedure if an illegal backup is discovered?	Yes Yes	No No
20.	Has the facility been cited for any pollution violation? If yes, please provide an explanation:	Yes	No
21.	Does the facility have a methane monitoring system? a. Is the system alarmed? If yes, is the facility using methane to generate power? If yes, please complete the PHLY Electrical Supplemental Application.	Yes Yes Yes	No No No
22. 23. 24. 25.	Does the Applicant have backup power for the treatment plant and lift stations? How often are sewer mains/ lines inspected by line cameras? How often are sewer mains/ lines cleaned? Please describe the overall type of piping used:	Yes	No
26.	Any operations/ activities conducted other than sewer? If yes, please provide details:	Yes	No
	AUTOMOBILE		
1.	Does the Applicant hire or borrow vehicles? If yes, please describe purpose and length of time vehicles are hired or borrowed:	Yes	No
2. 3. 4.			
	occasionally, does the Applicant require the employee to carry primary insurance? If yes, what is the maximum limit the Applicant is requiring them to carry: \$	Yes	No
5.	Does the Applicant have a full-time fleet manager? If yes, please advise: Number of years in current position: Total number of years' exper If no, who is responsible for fleet safety and maintenance?	Yes rience:	No
6.	Does the Applicant have a routine maintenance program for all vehicles?	Yes	No
7. 8.	Are maintenance records kept for each vehicle? Does the Applicant's organization utilize GPS fleet telematics devices? If yes, please check off the fleet telematics being utilized: Plug In Hard Wired Mobile Phone Other:	Yes Yes	No No
9.	What percentage of the Applicant's fleet is provided with these fleet telematics devices?	V	
10.	Does the Applicant obtain Motor Vehicle Reports (MVR) on ALL employees? If yes, when? At time of hire Annually Randomly (based on accidents or suspice.)	Yes cions)	No

11. 12.	 Does the Applicant have a formal driving policy in place with MVR standards? a. Is driving policy communicated in writing to all employees? b. Does the policy prohibit the use of cell phones / electronic messaging while driving? c. Is a signed acknowledgement form kept on file? If yes, please attach a copy of signed acknowledgement. d. Does the Applicant have written guidelines defining an acceptable MVR? If yes, attach copy of guidelines. What action is taken if an "unacceptable" driver is identified? 	Yes Yes Yes Yes	No No No No	
13.	Does the Applicant perform accident investigations for each automobile accident?	Yes	No	
14.	Does the Applicant allow any newly hired drivers to operate vehicles without going through a company-specific documented driver training?	Yes	No	
15.	Describe any ongoing training provided to drivers:			
16.	Describe security regarding vehicle storage: Locked garage Fenced lot Lighting Security cameras Security personnel Vehicle locked when unattended Other:			
	EMPLOYMENT PRACTICES			
1.	Please check your desired retention: \$1,000 \$2,500 \$5,000 Other: \$	\$10,000		
2.	Retro Active date:			
3.	Total number of employees, including directors and officers (all locations):			
	a. Non-Union: Full-Time: Part-Time: Temporary:	Leased:		
	· · · · · · · · · · · · · · · · · · ·	Leased:		
4.	Annual employee turnover rate for the last year? %			
5. 6.	How many employees have been involuntarily terminated in the past year? Have any EEOC or NLRB charges, state or local judgments, or demand letters from proposed,			
0.	current for former employees or their attorneys been received by the Applicant in the past five (5)		
	years?	Yes	No	
	If yes, please provide complete details on a separate sheet.	100	110	
7.	Has the Applicant had any lawsuits, mediations, arbitrations, or negotiated settlements entered with any proposed, current or former employees of the Applicant in the past five (5) years? If yes, please provide complete details on a separate sheet.	Yes	No	
8.	Is the Applicant aware of any incidents or circumstances, which might give rise to a claim under			
	this policy?	Yes	No	
	If yes, please provide complete details on a separate sheet. Claim(s) arising from any facts, circumstances or situations mentioned in questions 5, 6 or 7 about are excluded from coverage.	ove		
	HUMAN RESOURCES			
_	Para the Applicant has a set II for all			
1. 2.	Does the Applicant have a full-time human resource coordinator? Does the Applicant have a written annual employee evaluation?	Yes Yes	No No	
2. 3.	Does the Applicant have a written grievance procedure in place?	Yes	No No	
3. 4.	Does the Applicant have a written employee handbook?	Yes	No	
5.				
6.	Does the Applicant have a formal outreach program for terminated/ laid-off employees?	Yes	No No	
7.	Do all employees receive training in the proper implementation of your human resource policies			
	and procedures?	Yes	No	
8.	Does the Applicant use outside counsel for employment advice?	Yes	No	
9.	Does the Applicant have the following written policies: (check all that apply)			
10	Anti-sexual harassment Anti-harassment (non-sexual) Family medical lea	ve		
10.	Do the Applicant's anti-harassment policies provide: (check all that apply)			
	Confidential reporting process Protection for employees making a complaint An alternate reporting of allegations			

WINTER WEATHER FREEZE-UP PROTECTION

This section must be completed by all risks that have a location in one of the following states: AR, CT, DC, DE, GA, IL, IN, KY, ME, MD, MA, MI, MO, NH, NY, NJ, NC, OH, PA, RI, SC, TN, TX, VT, VA, WV, WI

1.	Fire Protection and Testing a. Is the building provided with an Automatic Fire Sprinkler System (AS)? i. If yes, approximately what percentage (%) of the building is sprinklered? ii. If yes, what type of sprinkler system is installed? Wet-Pipe Dry-Pipe iii. If yes, when possible, is the sprinkler piping primarily run within conditioned areas designed to ensure the temperature remains above the 45°F minimum	Yes % Both	No	N/A
	temperature? 1. If no, please describe freeze prevention measures (e.g. temperature monitoring, heat trace, full insulation on piping or roof):	Yes	No	N/A
	iv. If yes, is the testing & inspection by qualified sprinkler contractor completed	Yes	No	N/A
	within past 12 months & includes a formal winterization review? v. If yes, are the alarms tied to a 24 hour UL listed monitoring company?	Yes	No	N/A N/A
2.	Emergency Water Response (domestic and AS water lines)	. 00		
	a. Are water shutoff valves (domestic and AS water lines) marked and readily			
	accessible?	Yes	No	N/A
	b. Are water shutoff valves exercised (closed and reopened) at least annually?c. Is the staff qualified to respond and shut off the water main during normal business	Yes	No	N/A
	hours and off hours?	Yes	No	N/A
3.	Automatic Water Shutoff Devices			
	a. For domestic water lines, is there a water flow detection, notification and automatic			
4	shutoff?	Yes	No	N/A
4.	Unused/Vacant Spaces a. Does Applicant have a formal process to turn off and drain domestic water lines for			
	these spaces?	Yes	No	N/A
5.	Unheated Areas (attics, crawl spaces, exterior wall joists)			
	 a. Are all domestic water lines located in areas heated to at least 45°F? i. If no, please describe freeze prevention measures (e.g. temperature monitoring, heat trace, full insulation): 	Yes	No	N/A

6. General Comments:

FRAUD STATEMENT AND SIGNATURE SECTIONS

The Undersigned states that he/she is an authorized representative of the Applicant and declares to the best of his/her knowledge and belief and after reasonable inquiry, that the statements set forth in this Application (and any attachments submitted with this Application) are true and complete and may be relied upon by Company * in quoting and issuing the policy. If any of the information in this Application changes prior to the effective date of the policy, the Applicant will notify the Company of such changes and the Company may modify or withdraw the quote or binder.

The signing of this Application does not bind the Company to offer, or the Applicant to purchase the policy.

*Company refers collectively to Philadelphia Indemnity Insurance Company and Tokio Marine Specialty Insurance Company

VIRGINIA APPLICANT: READ YOUR POLICY. THE POLICY OF INSURANCE FOR WHICH THIS APPLICATION IS BEING MADE, IF ISSUED, MAY BE CANCELLED WITHOUT CAUSE AT THE OPTION OF THE INSURER AT ANY TIME IN THE FIRST 60 DAYS DURING WHICH IT IS IN EFFECT AND AT ANY TIME THEREAFTER FOR REASONS STATED IN THE POLICY.

FRAUD NOTICE STATEMENTS

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS THAT PERSON TO CRIMINAL AND CIVIL PENALTIES (IN OREGON, THE AFOREMENTIONED ACTIONS MAY CONSTITUTE A FRAUDULENT INSURANCE ACT WHICH MAY BE A CRIME AND MAY SUBJECT THE PERSON TO PENALTIES). (IN NEW YORK, THE CIVIL PENALTY IS NOT TO EXCEED FIVE THOUSAND DOLLARS (\$5,000) AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION). (NOT APPLICABLE IN AL, AR, AZ, CO, DC, FL, KS, LA, ME, MD, MN, NM, OK, PA, RI, TN, VA, VT, WA AND WV).

APPLICABLE IN AL, AR, AZ, DC, LA, MD, NM, RI AND WV: ANY PERSON WHO KNOWINGLY (OR WILLFULLY IN MD) PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR WHO KNOWINGLY (OR WILLFULLY IN MD) PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES OR CONFINEMENT IN PRISON.

APPLICABLE IN COLORADO: IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES, DENIAL OF INSURANCE AND CIVIL DAMAGES. ANY INSURANCE COMPANY OR AGENT OF AN INSURANCE COMPANY WHO KNOWINGLY PROVIDES FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO A POLICYHOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICYHOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OR AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AGENCIES.

APPLICABLE IN FLORIDA AND OKLAHOMA: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD, OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE, OR MISLEADING INFORMATION IS GUILTY OF A FELONY (IN FL, A PERSON IS GUILTY OF A FELONY OF THE THIRD DEGREE).

APPLICABLE IN KANSAS: AN ACT COMMITTED BY ANY PERSON WHO, KNOWINGLY AND WITH INTENT TO DEFRAUD, PRESENTS, CAUSES TO BE PRESENTED OR PREPARES WITH KNOWLEDGE OR BELIEF THAT IT WILL BE PRESENTED TO OR BY AN INSURER, PURPORTED INSURER, BROKER OR ANY AGENT THEREOF, ANY WRITTEN, ELECTRONIC, ELECTRONIC IMPULSE, FACSIMILE, MAGNETIC, ORAL, OR TELEPHONIC COMMUNICATION OR STATEMENT AS PART OF, OR IN SUPPORT OF, AN APPLICATION FOR THE ISSUANCE OF, OR THE RATING OF AN INSURANCE POLICY FOR PERSONAL OR COMMERCIAL INSURANCE, OR A CLAIM FOR PAYMENT OR OTHER BENEFIT PURSUANT TO AN INSURANCE POLICY FOR COMMERCIAL OR PERSONAL INSURANCE WHICH SUCH PERSON KNOWS TO CONTAIN MATERIALLY FALSE INFORMATION CONCERNING ANY FACT MATERIAL THERETO.

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APPLICABLE IN MAINE, TENNESSEE, VIRGINIA AND WASHINGTON: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES OR A DENIAL OF INSURANCE BENEFITS.

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NAME (PLEASE PRINT/TYPE)	TITLE (MUST BE SIGNED BY THE PRESIDENT, CHAIRMAN, CEO OR EXECUTIVE DIRECTOR)
SIGNATURE	DATE

SECTION TO BE COMPLETED BY THE PRODUCER/BROKER/AGENT

PRODUCER

(If this is a Florida Risk, Producer means Florida Licensed Agent)

AGENCY

PRODUCER LICENSE NUMBER (If this a Florida Risk, Producer means Florida Licensed Agent)

ADDRESS (STREET, CITY, STATE, ZIP)

Please send submissions to:



Name of Applicant:

One Bala Plaza, Suite 100 Bala Cynwyd, PA 19004

Underwritten by: Philadelphia Indemnity Insurance Company

CYBER SECURITY LIABILITY ENDORSEMENT – SUPPLEMENTAL QUESTIONNAIRE

Addres City: Websit Nature	te: w	ww:		State:	Zip:		
1.	Anr	nual	sales or revenue: \$				
2.	belo	ongir	e Applicant collect, store or otherwise handle any Persong to customers, clients, or other third parties, other than lease indicate the types of Personally Identifiable Inform	n employees?	, ,	Yes	No
		a.	Social Security Numbers, Bank or Other Financial Accorder State Identification Numbers	ount Details, Driver's Li	cense or		
		b.	Non-public Medical or Healthcare Data, including Prote	ected Health Information	n (PHI)		
		C.	Credit or Debit Card Information				
3.	a.	daı	ring the last three (3) years, has anyone alleged that the nage to their computer system(s) arising out of the oper tem(s)?			Yes	No
	b.	law	ring the last three (3) years, has anyone made a deman suit against the Applicant alleging invasion or interferer opropriate disclosure of Personally Identifiable Informat	nce of rights of privacy o		Yes	No
	c.		ring the last three (3) years, has the Applicant been the on by any regulatory or administrative agency for privace		ion or	Yes	No
	d.		ne Applicant aware of any circumstance that could reas m being made against them for the coverage being app		result in a	Yes	No

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NAME (PLEASE PRINT/TYPE)	TITLE (MUST BE SIGNED BY THE PRESIDENT, CHAIRMAN, CEO OR EXECUTIVE DIRECTOR)
SIGNATURE	DATE
SECTION TO BE	COMPLETED BY THE PRODUCER/BROKER/AGENT

PRODUCER
(If this is a Florida Risk, Producer means Florida Licensed Agent)

AGENCY

PRODUCER LICENSE NUMBER (If this a Florida Risk, Producer means Florida Licensed Agent)

ADDRESS (STREET, CITY, STATE, ZIP)