

PROPOSAL FORM

Client Name: _____

(the policyholder that executes the contract of insurance)

To fulfil our regulatory obligations this section of the Proposal Form must be completed

If insufficient space provided, please identify and attach separate sheet(s)

Name of Insured	
Address of the Insured	
Contact Name	
Telephone Number	
Facsimile Number	
Email	
Provide details of current insurance	
Inception date of insurance to which this questionnaire relates?	
Limit of liability required under the insurance?	

PLEASE COMPLETE THE FOLLOWING PAGES FOR EACH AIRPORT TO BE INSURED

Name of airport (if not stated above)	
Situation of airport	
Provide a plan of the airport	
Do you own / operate / manage the airport?	
For how long have you been undertaking this operation?	
Who are the five principal airlines / operators using the airport?	
Type of aircraft using the airport?	
What is the largest type or aircraft most regularly using the airport?	
What type of vehicles are used airside and how many?	

AIRPORT OWNERS AND OPERATORS LEGAL LIABILITY INSURANCE QUESTIONNAIRE

UIN:



WITH YOU ALWAYS

Annual Passenger Numbers	Last Year	Current Year	Next Year
International Passengers			
Domestic Passengers			

Annual Aircraft Movements	Last Year	Current Year	Next Year
International Flights			
Domestic Flights			

Aircraft Movements as a % of:-	Last Year	Current Year	Next Year
Scheduled			
Charter			
Wide-bodied			
General Aviation			
Military			
What is the annual freight tonnage?			

SERVICES

Who undertakes the following services?:-	
Air Traffic Control	
Hangarage of third party aircraft	
Control tower	
Ramp and turn around services	
Refuelling and storage of fuel	
Catering	
Passenger transport airside to / from aircraft	

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WITH YOU ALWAYS

Freight and cargo handling	
Emergency services (fire fighting / ambulance -medical support)	
Passenger / cargo / baggage screening	
General airport security	
If you are responsible for the hangarage of third party aircraft advise in respect of aircraft in your care / custody / control	
Type of aircraft hangared / stored?	
Average value any one aircraft	
Average value all aircraft	
Maximum value any one aircraft	
Maximum value all aircraft	
Customers and Contractual basis?	
Where any of the above are undertaken by others / concessionaires / (sub) contractors -	
What is the airport's contractual position with such parties relating to liability / indemnity / insurance? Does the airport have the benefit of any hold harmless / indemnity?	
Does the airport require contractor to carry a minimum liability insurance limit including for Terrorism?	
If so what limit?	
Is the contractor insurance closely monitored / policed?	
Does the airport contract any operation but retain the liability / responsibility for it?	

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WITH YOU ALWAYS

Provide details of any capital works (buildings or infrastructure construction / alteration / demolition) ongoing or proposed during the next twelve months including the cost thereof	
What is the airport's contractual position with the parties undertaking such works relating to liability / indemnity / insurance? Does the airport have the benefit of any hold harmless / indemnity?	
Do you have a disaster / crisis management plan? Provide details	
SECURITY	
Is the airport completely closed with a fence? If so, what is the nature of the fence?	
How many entrance gates / access points are there at the airport and what security arrangements are in force at these points?	
What are the security checks within the terminal / at passport control prior to passenger departure? What equipment / systems are used in this respect?	
What systems are in place to prevent unauthorised access to restricted areas (beyond passport control / gate and ramp areas / airside)?	
What systems are in place to secure the fuel farm and control tower? How is access controlled?	
Are there custom facilities available and what type of bonded stores are available?	
Is all passenger baggage / cargo screened? Briefly state how passenger baggage / cargo is screened	
Do operators supply their own handling equipment and staff or are these provided by the airport?	
Are passengers escorted if jetways / airbridges are not used? Are buses provided to transport passengers between the airport and the aircraft?	
Is passenger profiling undertaken?	
Are there security patrols? Where do they patrol? Terminals? Airport perimeter? Are they armed?	

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WITH YOU ALWAYS

How are aircraft secured whilst not in service?	
Advise where CCTV is used. How extensive is the system? How old is the system?	
Describe your employee and contractor vetting procedures (background checks/drug testing)	
What is the % of employee turnover in the last twelve months?	

REVENUE

	Last Year	Current Year	Next Year
Estimated total annual revenue from all sources			
What % of this relates to services performed by the airport			
% split of income direct to the airport and from concessionaires			

CLAIMS

Provide details of any AIRPORT/AVIATION related accidents / losses, or claims made against you during the last five years arising from your airport operations (insured or otherwise) including amounts(s) (being) claimed and the claimant(s)	
This information should include details of losses / claims within any (insurance) deductible.	

RUNWAY / TAXIWAY DETAILS

Length and direction of runways	
Pavement classification number of runways and taxiways	
Number of usual approach slope indicators installed and if so, on which runway(s)	
Are runways and holding points marked or painted in accordance with AC10 recommendations?	
Who is responsible for runway / taxiway marshalling area inspection?	
Who is responsible for airport runways, approach and taxiway lighting?	
Are the taxiways clearly painted and marked to lead aircraft to the stand?	

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WITH YOU ALWAYS

What arrangements are there to guide aircraft to applicable stands?	
Are yellow lines marked on the aircraft stands to show where ancillary equipment should be parked?	
How many vehicles are allowed into the marshalling area?	
What checks are made to ensure that they are road worthy and personnel fully trained?	
Are such vehicles allowed within this area fitted with flashing beacons, exhaust flame traps and two way radio communication?	

EMERGENCY EQUIPMENT

What fire fighting equipment is provided at each airport and indicate who is responsible for ensuring safety standards are met?	
Are permanent fire fighting staff resident and are they permanently employed as firemen or do they have other duties in addition?	
Briefly outline the type of fire-fighting training available, and the frequency of training and practice alerts	
How many ambulances are stationed at the airport?	
Is a First Aid room available and what is the extent of the equipment provided and the staffing arrangements?	
What type of heavy lift equipment is available in the event of a crash?	
Provide details of bird control and dispersal operations	
Provide details of taxiway and runway debris control and removal operations.	

Please add any further information you feel may be relevant to this proposal

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AML declaration

1. I/we hereby confirm that all premiums paid / payable in future will be from bonafide sources and not paid out of proceeds of crime and that such premiums are not disproportionate to my/our income. I / we understand that the Company has the right to call for documents to establish sources of funds and to cancel the insurance policy in case I / we are found guilty by any competent court of law under any of the statutes, directly or indirectly governing the prevention of money laundering law in India.
2. I / we are not Politically Exposed Persons * nor are their close relatives / family members / associates. I / we shall keep the company informed if we subsequently become a Politically Exposed Person / close relative / family member / associate of Politically Exposed Persons.

"Politically Exposed Persons" shall have the meaning assigned to it under Prevention of Money-Laundering (Maintenance of Records) Amendment Rules, 2023 as amended from time to time.

DECLARATION

I hereby declare that to the best of my knowledge and belief, the particulars and answers herein are true and correct and that I have not knowingly withheld any information which would influence the decision of the underwriters in regard to this proposal.

Date: _____

Place: _____

Signature of the Proposer

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