Australia's No.1 Truck Insurer

# FLEET RISK CONSIDERATIONS QUESTIONNAIRE

This questionnaire does not constitute an offer of insurance. Its' purpose is to collect risk information which is necessary for us to further consider the quotation request.

## FLEET RISK CONSIDERATION DETAILS

**Only complete this questionnaire if "Fleet Risk Consideration" activities have been indicated on the 'Motor Fleet Questionnaire'.**

## RC1: CONCRETE PUMPING

1. Is a current maintenance logbook kept for every pump as required by AS2550.15?

2. Are all units fully maintained by a formal preventative maintenance program as outlined in the same Australian Standard?

3. Are operators issued with a SOP (Safe Operating Procedures) Manual?

4. In the event of damage, are there any overseas manufactured vehicles to be insured that do not have parts available locally and / or the requisite expertise to be able to conduct repairs in Australia? Provide full details of vehicles in question.

5. Are there any overseas manufactured vehicles to be insured that are subject to warranty conditions, which would inhibit warranty repairs being conducted in Australia? Provide full details including relevant vehicle information.

6. What percentage of work involves 'Concrete Pumping' activities?

## RC2: LOGGING/FORESTRY

1. Logging Activity:

☐ New Plantation / Old Growth ☐ Softwood / Hardwood ☐ In forest plant or Timber Haulage or Both

2. List current contracts and their respective locations and durations

3. Is equipment solely owned by you? Provide details of leasing arrangements

4. Do you operate on any plantation that requires the use of Cable Logging?

5. Are there any seasonal restrictions imposed in any of the Logging areas? (provide details)

6. Are Harvesters provided with fixed automatic fire suppression?
   a) Detail which harvesters have fixed automatic fire suppression systems

   b) Provide specific fire suppression system details (eg, supplier, maintenance, type etc)

7. Is each Coup team provided with Fire Fighting training?

8. Is each Coup team provided with Forest Fire Evacuation training?

9. How Frequently do harvester operators clean engine bays of debris?

10. How long after shut down is plant attended?

11. What percentage of work involves 'Logging / Forestry' activities?

## RC3: ON-HOOK & MOBILE CRANE

1. Estimated number of lifts per annum?

2. Full description of nature of goods being lifted.

3. Are dual or mutliple lifts undertaken? Provide details and frequency of such lifts.

4. Limit & number of covers required ($ / #)

5. Are any cranes operated on a wet hire (with driver) or dry hire (without driver) basis? (provide details)

6. Are any cranes with a lifting capacity >15 tonnes fitted with a load movement indicator?

7. Are cranes fitted with tilt, vertical and wind speed alarms?

## RC4: DRY HIRE

**NB:-** *Please provide a copy of insured's Hire Agreement for our perusal.*

1. What percentage of the insured's operations involve 'dry hire'?

2. What is the average period of hire?

3. What is the longest period of hire?

4. Is the 'Hirer' required to insure in all instances?

**Yes** **No** If 'yes', how is insurance verified?

5. What is the highest value of any vehicle hired out?

6. Is a damage waiver offered or provided to the hirer?

7. Turnover of the dry hire aspect of business

8. Which vehicles are dry hired?

## RC5: AIRSIDE

1. Provide specific locations where airside activities are performed.

2.List vehicles which have 'airside' exposure within the Airport Property.

3. What function do the vehicles have whilst driven within the airport grounds? (e.g. passenger transport, maintenance services, luggage/goods loading, aircraft refuelling, etc)

4. What % of time (e.g. per day/week/month/year) are the above listed vehicle/s exposed to airside activities?

5. For airside activities, what are the % splits for the following:

Runway %    Taxiway %    Apron %    Road %

6. What exposure do the vehicles have to surrounding aircraft? (Estimate number of aircraft and other risks, i.e. refuelling trucks etc.)

7. Are pre-employment and random drug / alcohol tests conducted on drivers of such vehicles?

8. Describe the airport management traffic control guidelines and procedures that are established such as restricted areas, speed restrictions, maps etc. (Please attach documentation)

9. Describe the procedures in place to police these guidelines.

10. Are there any third party audits conducted to check these guidelines and ensure procedures are being implemented? (Please provide details)

11. Provide details of any previous motor vehicle incidents involving 'airside' activities.

12. Is there a separate airside liability policy in place? If so, please provide details.

## RC6: HIRED-IN ITEMS

**NB:-** *Please attach a copy of the Hire Agreement.*

1. Estimated number of items 'hired in' per annum.

2. Type of plant and equipment 'hired in'.

3. Highest value of plant and equipment 'hired in'.

4. Average value of plant and equipment 'hired in'.

5. Longest period of hire (in months).

6. Average period of hire (in months)

7. Is there a formal Hire Agreement in place?

**Yes** **No**

## RC7: RAILWAY

1. List vehicles which have 'railway' exposure.

2. Do the vehicles work on 'live' lines.

**Yes** **No**

3. What function do the vehicles have whilst driven in/on or within the railway grounds?

4. Describe the railway management traffic control guidelines and procedures.

5. Provide details of any previous motor vehicle incidents involving 'railway' activities.

6. What percentage of work involves 'Railway' activities?

## RC8: DEMOLITION

1. List vehicles which have 'demolition' exposure.

2. What function do the vehicles have during the demolition phase?

3. What % of your work involves

demolition? %  removal of asbestos? %

4. Where are the buildings? (eg. metro, urban, country)

5. What types of buildings are your vehicles involved in demolishing?

6. Maximum height of buildings likely to be demolished.

7. Provide details of any previous motor vehicle incidents involving 'demolition' activities.

8. Are units lifted onto higher levels to undertake demolition?

## RC9: IN/OVER WATER

1. Please provide full description of activities.

2. What are the specific location details?

3. Is the water tidal?

4. What is the percentage of work carried out on/over water?

5. What is the highest value vehicle?

6. What is the average value of the vehicles?

7. Provide details of any previous motor vehicle incidents involving 'In/Over water' activities.

## RC10: DAM CONSTRUCTION

1. What depth is the dam being constructed to?

2. What is the dam to be used for?

3. Where is the dam located?

4. List vehicles which are involved with 'Dam construction'.

5. What percentage of work involves 'Dam' activities?

6. Is the work on new dams or extensions/maintenance to existing dams?

7. Provide details of any previous motor vehicle incidents involving 'Dam' activities.

## RC11: ROAD CONSTRUCTION

1. Location(s) of key works.

2. How are items stored / kept when not in use (including overnight)?

3. What security measures are in place on the items and at the location(s)?

4. What percentage of work involves 'Road Construction' activities?

## RC12: EARTHMOVING

1. What is the nature of use of the Plant & Equipment. Indicate % for categories

% Site Preparation
% Trenching
% Excavation
% Road Works
% Underground
% Piling
% Demolition
% Tunnelling
% Logging/Forestry
% Airside
% Quarrying
% Farming/Agriculture
% Mobile Plant Hire & Rental Business
% Tipping (bulk earthworks/landscape supplies)
% Mining Activities (including surface drilling)
% Working on, near or over water
% Working from a barge of floating device
% Bridge / Dam work
% Railway work alongside or near operating rail

## RC12: EARTHMOVING

2. Location(s) of key works.

3. Are plant items left and or stored in an open area when not in use?

4. Do you keep your Plant and Equipment in a fenced location when not in use?

5. Is there security lighting?

6. Is it a locked fence?

7. Is there an alarm system?

8. Do you have security patrols?

9. Are there suitable extinguishers fitted to each item of Mobile Plant and Equipment?

10. Are immobilisers or anti-theft locks fitted?

11. Are any items of Mobile Plant and Equipment fitted with Automatic Fire Suppression systems and is there a maintenance agreement in place to ensure these are in working order?

## RC13: OPEN CUT MINING

1. Situation(s) and Mine name(s) where Plant and Equipment will be located:

2. What type of Mine is it?

3. Will your Plant & Equipment at all times be kept at the mine?

4. What is the mine security?

5. What fire precautions and facilities are in the mine?

6. Where are units parked up when not in use?

7. Are there risk management manuals?

8. What operational training is provided for employees?

## RC13: OPEN CUT MINING

9. Does the mine site induction program include Plant & Machinery Training?

10. What testing is performed before employees or contractors are able to use your Plant and Machinery?

11. Are any minor repairs carried out by Insured on own Plant & Equipment? (not including regular servicing)

12. Are contracts in place? (If yes, is cover required for contractual obligations? If yes, copy of contract required)

13. What percentage of your work involves 'Open Cut Mining' activities?

14. Are any items of Mobile Plant and Equipment fitted with Automatic Fire Suppression systems and is there a maintenance agreement in place to ensure these are in working order?

## RC14: UNDERGROUND

1. Is the Underground work mining, road tunnel construction or other?

2. If other, describe.

3. If Road Tunnel Construction, average hours per day underground, length of contract, how many shifts do vehicles work per day.

4. Location(s) of key works

5. What product is being mined?

6. Is there any history of flooding or collapse?

7. What percentage of your work involves 'Underground' activities?

8. Provide details of any previous motor vehicle incidents involving 'Underground' activities

9. Are any items of Mobile Plant and Equipment fitted with Automatic Fire Suppression systems and is there a maintenance agreement in place to ensure these are in working order?

10. Which units operate underground?

## RC15: PILING

1. Please list all insured property directly involved with the piling activities.

2. Please detail the piling techniques used in your business: i.e. Bored/Driver/Sheet

3. Soil Conditions – Are geotechnical reports accessible and used for each location?

## RC:16 OIL/GAS/PETROL EXTRACTION CONSIDERATIONS

1. Please specify what activities are undertaken

2. Detail the experience an training of drill worker

3. Are labour hire/contractors used? If yes, please specify annual costs

4. Are drilling locations isolated/remote?

5. For transport of equipment, is it escorted or policy controlled?

6. Is any Coal Seam Gas drilling carried out?

7. Is there any explosive work and who does this? (i.e. contractor or employees)

8. Is there any Oil exploration/drilling on or near water?

9. Is the equipment in good condition and regularly maintained?

10. Please advise details of Fire suppression and fire management measures

PRIVACY STATEMENT

**Purpose of collection**
We collect personal information (this information or an opinion about an individual whose identity is apparent or can be ascertained and which relates to a natural living person) for the purposes of providing insurance services to you. This includes evaluating your application, evaluating any request for a change to any insurance provided; providing,administering and managing the insurance services following acceptance of any application; investigating and, if covered,managing claims made in relation to any insurance you have with us. The personal information collected can be used or disclosed by us for a secondary purpose related to those purposes listed above, but only if you would reasonably expect us to use or disclose the information for this secondary purpose. However for sensitive information, the secondary purpose must be directly related to the purposes listed above.

**Disclosure**
We may disclose your personal information, when necessary and in connection with the purposes listed above, to: your insurance broker or agent, Government bodies, loss assessors, claim investigators, reinsurers, other insurance companies, mailing houses, claims reference providers, other service providers, hospitals, medical and health professionals, legal and other professional advisors.

**Disclosure**
We may disclose your personal information, when necessary and in connection with the purposes listed above, to: your insurance broker or agent, Government bodies, loss assessors, claim investigators, reinsurers, other insurance companies, mailing houses, claims reference providers, other service providers, hospitals, medical and health professionals, legal and other professional advisors.

**Consequences if information is not provided**
If you do not provide us with the information we need we will be unable to consider your application for insurance cover, administer your policy or manage any claim under your policy.

**Access**
You can request access to the personal information by contacting us at our address shown on this form.

**Your duty of disclosure**
We reply upon this information You provide when You apply for insurance, and also when You renew, replace, vary, extend, change or reinstate your Policy. You must tell Us anything You know, or could reasonably be expected to know, that could effect the decision to insure You and/or the items on which You are insured.

Insurance products are provided by National Transport Insurance, a joint venture of the insurers CGU Australia Pty Ltd trading as CGU Insurance ABN 62 004 478 960 AFSL 700014 and AAI Limited Trading as Vero Insurance ABN 48 005 297 807 AFSL 230859 each holding a 50% share. National Transport Insurance is administered on behalf of the insurers by its manager NTI Limited ABN 84 000 746 109 AFSL 237246.