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## What is a summary of cover?

This document provides key information about Hiscox directors and officers liability portfolio policy. It does not contain the full terms and conditions of the insurance cover and does not constitute your insurance contract. If you have any additional questions, please refer to the policy wording, your insurance adviser or contact our customer services team.

<b>Product name:</b>	Hiscox D&O
<b>Type of insurance:</b>	Directors & officers liability
<b>Underwritten by:</b>	Hiscox Insurance Company Limited

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## Significant features and benefits

The Hiscox directors & officers liability policy has been specifically developed to protect the liabilities of UK directors, officers and employees.

### Key benefits

- Covers any past present or future director, officer or employee
- Includes costs of defence and awards made against any directors, officers and employees
- Cover includes costs of legal representation at an investigation i.e. Health & Safety
- Cover includes claims against directors by the company and fellow directors or employees
- Cover includes claims brought by third parties including regulators, shareholders, investors, creditors, suppliers, customers and pressure groups

### Other important features

- Defence costs up to full policy limit for pollution claims
- Automatically includes allegations of Corporate Manslaughter or Health & Safety breaches
- Policy is non rescindable (other than for non payment)
- Ability to use your own legal representation (with our prior written approval) or have access to Hiscox legally qualified claims underwriters

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## Significant or unusual exclusions/limitations

- Fines & penalties or taxes
- Fraud & dishonesty (applies only after legal judgement or admission)
- Claims brought by any person holding more than 25% of your shares (percentage level negotiable)
- Claims brought in USA or arising out of activities or turnover to USA (unless specifically agreed)
- Claims arising from provision of professional duties or services

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## Your responsibilities

Your premium and insurance cover will be based on the details you have provided to us. This product meets the demands and needs of those who wish to insure their business for the legal liabilities faced by their directors and officers. The information you provide and on which the premium is based is a record of your demands and needs particular to your specific circumstances.

You are responsible for providing complete and accurate information, which insurers require in connection with any proposal for insurance cover. You should inform us immediately of any changes in circumstances to your business that may affect the services provided by us or the cover provided by your policy. This is particularly important before taking out a policy, but it also applies throughout the life of a policy.

- If you fail to disclose any material fact or other information material to the insurance this could invalidate the policy and mean that claims may not be paid
- You should read and check all insurance documents issued to you and ensure that you are aware of the cover, limits and other terms that apply as failure to comply with these terms could invalidate the policy

- Once the policy has incepted, you must notify us promptly following your first awareness of a circumstance which is likely to lead to a claim against you. You must not admit that you are liable for what has happened or make any offer, deal or payment without our prior consent.

## Duration of contract

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Policies may be issued on either an annual or a continuous basis - please refer to your schedule. A continuous policy means that cover will continue whilst your Direct Debit payments are kept up to date. Our continuous policies do not require annual renewal.

## Cancellation rights

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If the cover does not meet your needs, you have 14 days from receipt of your policy documents to cancel. We will return any premium you have paid in full provided no claims have been made on the policy during that time. Otherwise, you can cancel this policy at any time giving 30 days' notice and you will only be charged for the premiums due up to the date of cancellation.

Hiscox shall be entitled to terminate the policy with immediate effect upon notice to you in the event of non-receipt of Direct Debit payment within the specified seven day period.

## Claims service

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If you need to make a claim you should contact us directly on 0845 213 8899 or contact your insurance adviser if you have one. You will need to provide your Hiscox policy number and full details of the claim or circumstance, including the date and the amount and circumstances of the loss.

It is when you make a claim that you really find out how good your insurer is and we are confident that you will not find a better service in the UK. Hiscox prides itself on its fast, efficient, fair and sensible claims service, offering access to expert legal teams where necessary.

## Questions and complaints

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If you have a question or complaint, please contact us directly using the details below:

**Post** Hiscox Customer Services  
1 Great St Helen's  
London EC3A 6HX

**Telephone** 0845 213 8777

**Email** [customerservices@hiscox.com](mailto:customerservices@hiscox.com)

We aim to provide you with a high level of customer service at all times, but if you are not satisfied, please contact us at the above address. In the event that you remain dissatisfied, you may be eligible to refer your case to the Financial Ombudsman Service. You will receive details of how to do this at the appropriate stage of the complaints process.

We are covered by the Financial Services Compensation Scheme (FSCS). You may be entitled to compensation from the scheme if we cannot meet our obligations to you. This depends on the type of insurance, size of the business and the circumstances of the claim. Further information about the compensation scheme arrangements is available from the FSCS ([www.fscs.org.uk](http://www.fscs.org.uk)).