



Cyber
Liability Insurance
Proposal form



NOTICE

This is a proposal form for a claims made policy. The policy will only respond to claims and/or circumstances which are first made against you and notified to Delta Underwriting Private Limited during the policy period.

This proposal forms the basis of any insurance contract entered into. Please complete it fully and carefully remembering to sign the Declaration. If you have insufficient space to complete any of your answers, please continue on a separate attachment.

You have an ongoing duty to disclose all material facts and failure to do so could prejudice future claims.

ALL answers should be given as a group response i.e., if any subsidiary company has different responses (e.g. different controls and policies), these should be made known and provided separately to us.

COMPANY INFORMATION

- 1 Name of Insured:
- 2 Date Established:
- 3 Name of any other entity to be Insured (Please specify the corporate relationship with the Name Insured):
- 4 Website:
- 5 Principal address of Insured:
- 6 Business Description:
- 7 Geographical Split of Income:

Country	Last financial year (actual)	Current financial year (projected)
Singapore	\$	\$
Asia (specify)	\$	\$
Far East	\$	\$
New Zealand	\$	\$
Australia	\$	\$
UK / Europe	\$	\$
USA/Canada	\$	\$
Rest of world	\$	\$
Total	\$	\$

BUSINESS ACTIVITIES

- 8 Does the Company allow online; purchases, bill payments, banking or trading? Yes No
If Yes, what portion of the applicant's revenue is received through the online distribution channel? %
- 9 What types of personal information does the Company collect, process and store?
 Business & Customer Information Healthcare Information Tax Numbers Credit Card Information
 Financial Account Information Intellectual Property/Trade Secrets
- 10 If Credit Card is selected above, does the Company comply with Payment Card Industry Data Security Standards? Yes No

(a) Is the access to such sensitive data restricted? Yes No

(b) Who has access?

11 Does the Company use Industrial Control systems (ICS), such as Supervisory Control and Data Acquisition (SCADA), Distributed Control Systems (DCS), or Programmable Logic Controllers (PLC)? Yes No

12 Does the company maintain a public facing website? Yes No

If Yes, what applications, services or database are running on the website? Please provide details:

13 Are there any important database, corporate network environment, critical data, critical systems, or critical applications connected to the backend of the public facing website, which is critical to the operation and function of the business? Yes No

If Yes, please provide details of these and how are they being secured:

DATA PROTECTION PROCEDURES

14 Is there a written data protection policy and privacy policy that applies to the Company? Yes No

If No, please provide details regarding data protection procedures for the Company:

15 Are all employees provided with a copy of, and required to comply with, the Company's data protection policy? Yes No

If Yes, how often are employees made to refresh knowledge of the company's data protection/privacy policy?

Quarterly Biannually Annually Other (specify):

16 When were the Company's data protection and privacy policies last reviewed and by whom?

17 How often is the data protection/privacy policy reviewed and updated by a Data Security Officer or equivalent?

18 Does the Company's data protection policy comply with the data protection and privacy legislation applicable to all jurisdictions, industry standards and requirement in which the Company operates? Yes No

If No, please provide an explanation regarding non-compliance in applicable jurisdiction:

19 Does the Company transfer sensitive information across international borders? Yes No

If Yes, please explain how the company complies with local data privacy regulations when transferring sensitive information:

DATA/SYSTEMS – ACCESS, CONTROLS, PROTECTION & RECOVERY

20 Does the Company implement firewalls to prevent unauthorized access from external network connections to internal networks and computer systems? Yes No

If Yes, do all systems including computer systems, mobile devices and web servers operate behind Firewallled network connections? Yes No

21 Does the Company use anti-virus protections and procedures on all desktops, e-mail systems and mission critical servers to protect against viruses, worms, spyware and other malware? Yes No

If Yes, how often are such protections and procedures updated?

Quarterly Biannually Annually Other (specify):

- 22 What type of endpoint protection solution is deployed?
 XDR EDR Behavior Based Anti-virus Signature Based Anti-virus Other (specify):
- 23 Does the Company implement Intrusion Detection Systems (IDS) and have procedures in place to identify and detect network security weaknesses? Yes No
- 24 Does the company also implement Intrusion Prevention Systems (IPS) to stop detected incidents or malicious activities? Yes No
- 25 Does the Company monitor its network and computer systems for Breaches of Data Security, suspicious connections, or malicious IP addresses? Yes No
 If Yes, please elaborate how this is carried out (for example: SIEM Tools, External Security Operations Centre [SOC] etc):
- 26 Does the company have physical security controls in place to prohibit and detect unauthorized access to their computer system and data center? Yes No
- 27 When was the last time the company conducted an IT security and what was the type of IT security audit conducted?
- 28 Has the Company conducted a Vulnerability Assessment & Penetration Test? Yes No
 If Yes, was it conducted by an external vendor? Yes No
- 29 How frequent are Vulnerability Assessments & Penetration Tests conducted?
 Quarterly Biannually Annually Other (specify):
 Please attach the summary of the findings, recommendations, and status of the implementation of the action plan to address the recommendations from the Vulnerability Assessment & Penetration Test reports.
- 30 Does the Company have encryption requirements for data-in-transit, data-at-rest and data in use to protect the integrity of Sensitive Data including data on portable media and cloud storage (e.g., laptops, DVD backup tapes, disk drives, USB devices, etc)? Yes No
 If Yes, please describe where such encryption is used:
- 31 Does the Company have and maintain backup and recovery procedures for all:
 Mission Critical systems? Yes No
 Data and information assets? Yes No
 If Yes, are they encrypted? Yes No
- 32 Does the company keep an offline backup or uses a cloud service designed for this purpose (i.e, the company maintains a backup that is disconnected from the company's network/system/corporate environment)? Yes No
 If Yes, how frequent is the company backing up their data offline? (Provide answer in number of hours)
- 33 Has an exercise been conducted to test successful restoration with such offline backup? Yes No
 If Yes, when was such exercise last conducted?
- 34 Does the Company perform background checks on all employees and independent consultants? Yes No
- 35 Are required remote users authenticated before being allowed to connect to internal corporate networks and computer systems? Yes No
- 36 Is MFA/2FA implemented and enforced on all remote connections to internal corporate environment or cloud-based services? Yes No
 If No, what measures are in place to prevent unauthorized access?
- 37 Is MFA/2FA implemented on all employees' user accounts and email accounts? Yes No
 If No, what measures are in place to prevent unauthorized access?

- 38 Does the company have patching process in place for IT and operational technology (OT) systems, network infrastructure, software, application, and operating systems? Yes No
- (a) If Yes, how often is patching carried out?
- (b) If Yes, what is the company's target time to deploy "Critical (highest priority)" patches to both IT and OT (if any) Systems?
Please state in number of hours:
- 39 Does the Company implement the following and how often are they updated?
- Business Continuity Plan: Yes No Frequency updated:
- Disaster Recovery Plan: Yes No Frequency updated:
- If Yes, what is the Recover Time Objective (RTO) and Recovery Point Objective (RPO) for critical systems, data assets, IT and Operational Technology (OT) (if any) systems?
- 40 Does the company use any end-of-life or un-supported software/platform/products among all IT and Operational Technology (OT) (if any) systems? Yes No
- If Yes, is it segregated from the rest of the network and not connected to the internet? Yes No
- 41 What measures are in place to mitigate the impact to the company's system or operation if there is a cyber incident?
- 42 Does the company use an e-mail filtering solution which blocks known malicious attachment and suspicious file types, including executables or suspicious messages based on their content or attributes of the sender? Yes No
- If Yes, please describe what products or services are implemented.
- 43 Does the company conduct simulated phishing attacks? Yes No
- If Yes, was the success ratio less than 15% on the last phishing exercise? (i.e, less than 15% of employees were successfully phished) Yes No
- 44 Please describe any additional steps taken by the organization to detect and prevent ransomware attacks (e.g, segmentation/isolation of networks, additional software tools, external security services, phishing simulation, training and etc):
- INTERCONNECTIVITY**
- 45 Are all networks within the Company's offices/branches, entities or subsidiaries interconnected? Yes No
- If Yes, please describe the measures are in place to isolate or contain an incident from affecting other connected segments within the network?
- 46 Is network segmentation implemented (i.e, is network segmented across geography, locations, business functions, departments and etc)? Yes No
- 47 Does the Company have internal network segmentation firewalls in place within their internal networks? Yes No
- 48 Please attach the corporate structure including all subsidiaries detailing the name of the entities, services and country where these entities are registered. Otherwise please indicate N/A if there are no subsidiaries: Information attached N/A

OUTSOURCING ACTIVITIES

49 Does the Company outsource any of its primary business functions to a third party? Yes No

If Yes, please indicate:

- Human Resources Customer Service Marketing Business Development Information Technology
 Internal Audit Information Security Network Others (specify):

If Information Security applies, who is the security outsourced to?

Does the Company periodically audit the functions of the outsourcer to ensure that they follow the Company's security policies?

Yes No

50 Does the Company outsource any data collection and/or data processing? Yes No

If Yes, please provide details of the data collection or data processing functions which are outsourced:

51 Does the Company require the entities providing data collection and/or data processing functions (Outsourcers) to maintain their own data protection liability insurance? Yes No

52 Does the Company require indemnification from Outsourcers for any liability attributable to them? Yes No

53 Does the Company share sensitive information with Outsourcers, suppliers or customers? Yes No

If Yes, are there any access rights restriction in place? Please provide details regarding access rights restriction:

54 How does the company manage and select Outsourcers?

55 Does the Company require all Outsourcers to comply with the terms of the Company's Data Protection Policy? Yes No

CLOUD SECURITY AND PROCEDURES

56 Does the Company use the Cloud? Yes No

If Yes, please answer questions 57 to 65 below. If No, proceed to the Network Failure section.

57 What procedures does the Company have in place to dictate which data may be stored in the Cloud?

58 Does the Company have any risk management procedures in place to deal with cloud storage? Yes No

59 Describe how the Company's organization is using cloud-based computing:

- Community Public Private Hybrid

(a) What Types of Services are being used or accessing the Cloud?

(b) What Types of Data are stored in the Cloud?

60 Has the Company undertaken due diligence to assess the security of the Cloud Provider and to confirm that the provider's practices comply with the applicable laws? Yes No

61 Where is the data stored and how it is secured?

62 Who is your cloud-based vendor (if any)?

63 If the cloud is interrupted, how will this affect the Company's business operations?

64 What co-operation and support are provided by the Cloud Provider in the event of a data breach? Which party incurs costs in the event of a data breach?

65 How does the Company's Business Continuity/ Disaster Recover Place address a cloud outage?

NETWORK FAILURE

66 Does the Company have a formal Data Security Program in place? Yes No

67 Does the Company have a Business Continuity / Disaster Recovery Plan in the event of a Network Failure? Yes No

If Yes, how often is the Company's Business Continuity / Disaster Recovery Plan reviewed and/or tested?

Quarterly Half yearly Annually Every other year

68 Please describe what risk management procedures the Company has in place to prevent outages from occurring, including power back-up systems, fault tolerant data architecture, excess bandwidth for multiple providers, testing, change control procedures, risk assessment, etc:

69 Does the Company have protocols for the maximum lifecycles of system/network equipment within the organization? Yes No

If Yes, please provide further details below:

SOCIAL ENGINEERING

70 Does the Company apply 2FA when the users/customer/subscribers log-into the company system? Yes No

If No, please describe measures you have taken to avoid unauthorised logins:

71 Are the duties below segregated so that no individual can control any of the following activities from commencement to completion without referrals to others?

(a) Amending funds transfer procedures: Yes No

(b) Opening new bank accounts: Yes No

(c) Awarding contracts following a tender: Yes No

If No to any of the above, please describe measures you have taken to avoid fraudulent banking or procurement activities:

- 72 With regards to funds transfer, please confirm at least two of the verifications below have been proceeded before any payment release:
- (a) at their usual email or other internet messaging services; Yes No
- (b) at their usual telephone number or VOIP; Yes No
- (c) text message on their usual mobile number; or Yes No
- (d) in-Person discussion: Yes No
- If No, please describe measures you have taken to avoid fraudulent transfers:

NETWORK USAGE SYSTEM FRAUD

- 73 Has the Company ever sustained any loss through the usage fraud from a third party, or after enquiry of the Partners/Principals/Directors, is the Company aware of any circumstances which may give rise to a loss against the Company? Yes No
- If Yes, please provide the relevant details and advise what precautions had been taken to prevent a recurrence:

- 74 Does the company use a password or a pass code to prevent unauthorized access to networked computer hardware or software, telephone system or internet system, and voicemails? Yes No

(a) If Yes, are all networked computer hardware or software, telephone systems or internet system; and voicemail accounts protected? Yes No

(b) How often are such protections updated? Daily Weekly Monthly Other (specify):

- 75 Are all employees provided with instructions how to protect their networked computer hardware or software, telephone system or internet system; and voicemail accounts? Yes No
- If Yes, are all employees required to confirm compliance with all the procedures? Yes No

- 76 Does the company have a wi-fi connection? Yes No

(a) If Yes, is the connection password protected? Yes No

(b) How often are such protections updated? Daily Weekly Monthly Other (specify):

- 77 (a) Does the company monitor usage of networked computer hardware or software, telephone system or internet system; and voicemail accounts? Yes No

(b) And how does the company respond in the case of a breach of security?

- 78 How often is the company's usage of networked computer hardware or software, telephone system or internet system, and voicemail accounts last reviewed?

(a) Daily Weekly Monthly Other (specify):

(b) By whom?

INCIDENT INFORMATION

- 79 Has the Company been the subject of any investigation or audit in relation to data protection by a Data Protection Authority or other regulator? Yes No

If Yes, please provide full details:

- 80 Has the Company ever been subject to a Data Subject Access Request? Yes No

If Yes, please provide full details:

81 Has the Company ever been subject to an Enforcement Notice by a Data Protection Authority or any other regulator? Yes No

If Yes, please provide full details:

82 During the past three (3) years, has the Company experienced any occurrences, Claims or losses related to the Company's system failure or failure of the Cloud or does the Company have knowledge of a situation or circumstance which might otherwise result in a Claim against the Company with regard to issues related to the insurance sought? Yes No

If Yes, please provide full details:

83 Is there any other information in your possession material to an estimation of the risk to be Company and/or information of any nature which the underwriters should be made aware of? Yes No

If Yes, please provide full details:

INSURANCE HISTORY

84 Have you had similar insurance carried during the past three years? Yes No

If Yes, please provide details of your current Cyber Insurance policy:

Current insurer: Expiry Date:

Limit of indemnity: \$ Excess: \$ Premium: \$

85 Have any claims been made against the Company or any of its former or current directors, officers, employees, subsidiaries or independent contractors with regards to the coverage sought in the past three years? Yes No

If Yes, please provided a detailed description of the circumstance:

86 Is the Company or any of its former or current directors, officers, employees, subsidiaries or independent contractors aware of any acts, errors, omissions or other circumstances, which may reasonably result in a claim relative to the insurance sought? Yes No

If Yes, please provided a detailed description of the circumstance:

COVER REQUIRED

87 Limit of indemnity required: \$1m \$2m \$5m \$10m \$15m Other:

88 Level of excess required: \$5,000 \$10,000 \$15,000 \$20,000 \$50,000 Other:

DECLARATION

On behalf of all proposed Applicants I/We declare and agree that all information provided in this proposal or attachments is true and correct in every respect and that all information that may be material in considering this proposal form has been fully and accurately disclosed to Delta Underwriting Private Limited in writing in a manner which would not mislead a prudent insurer.

Statement pursuant to Section 25(5) of the Insurance Act (Cap 142) or any amendments thereof; I/We agree that this declaration shall be the basis of and incorporated in the insurance contract and that the insurance contract may be avoided (amongst other things) if I/we fail to disclose in this application, fully and faithfully, all the facts which I/we know or ought to know.

I/We undertake to inform Delta Underwriting Private Limited of any material alteration to the above information whether occurring before or after the completion of this insurance contract. I/We understand that:

- (a) I/We am/are obliged to advise Delta Underwriting Private Limited of any information which may be material to its consideration of this application. This information includes all information I/We know (or could reasonably be expected to know) which could influence the judgement of Delta Underwriting Private Limited whether or not to accept this application and (if accepted) on what terms, including cost and otherwise.
- (b) Failure to provide this information may result in Delta Underwriting Private Limited refusing to provide the insurance.
- (c) I/We have certain rights of access to and correction of this information.

Full name & title of individual:

Signature of Policyholder:

Date: