Business Comprehensive Protection Plan

Item	Scope of Coverage	Maximum Limit of Indemnity (HK$)
Core Protection		
1.	**Contents and Equipment***	**150,000 -3,000,000/year**
	1.1. Furniture, fixture, fittings and utensil, equipment, electrical appliance, computer equipment, machinery, interior decorations Extended Coverage: Replacement of damaged electrical appliances with Grade 1 energy-efficient labelled products, and provided the additional cost of such replacement does not exceed HK$2,000 in aggregate during the period of insurance.	100,000/item
	1.2 Accidental damage to laptop computers used within Hong Kong (Excess:HK$2,000 per item)	500,000/year 7,000/item
	1.3. Stock and samples of general merchandise[1] (If the coverage amount under this item is deemed insufficient, you may arrange extra protection under Optional Coverage)	30,000/year
	1.4. Loss of or damage to computer system records, for the cost of reproducing the data only[2]	100,000/event (10,000/item)
	1.5. Any document, map, deed, tape, file, etc. [2]	25,000/event (5,000/item)
	1.6. Personal effects and valuables of Insured, directors, partners or employees	10,000/event (5,000/person)
	1.7. Works of arts and wine	20,000/year (5,000/item)
	1.8. Seasonal increase in sum insured for stock and samples of general merchandise from 1 November to 1 March for free	Maximum Limit of Indemnity increased by 30%
	Free Extension Coverage:	
	A. Damage to business premises due to theft or attempted theft	100,000/event
	B. Loss of or damage to contents that have been temporarily removed from office or shop for cleaning, renovation, repair or similar purpose	10% of Maximum Limit of Indemnity for "Contents & Equipment"/event
	C. Damage to fixed mirror or glass	20,000/event
	D. Removal of debris	10% of Maximum Limit of Indemnity for "Contents & Equipment"/year
	E. Fire extinguishing expenses	50,000/year/event
	F. Architects', surveyors' and consulting engineers' fees	5,000/event
	G. Damage to office or shop's contents and stock during lawful alterations, decoration or repair	Maximum Limit of Indemnity for "Contents & Equipment"/year (value of contractor works not to exceed the total of 500,000 each contract)
	H. Damage to advertising signs or decorations	10,000/year (5,000/event)
	I. Replacement of locks	5,000/year
	J. Loss of or damage to stock in transit	50,000/year
	K Loss of or damage to document in transit	5,000/year

2.	**Public Liability** Protect the employers and/or the employees against legal liability in respect of third-party bodily injury/death or property damage due to negligence happening in the office or shop in connection with business	**10,000,000-30,000,000/event**
	Free Extension Coverage:	
	A Overseas commercial visits - legal liability for the directors, partners and employees when traveling overseas for business	Maximum Limit of Indemnity for "Public Liability"/event
	B Food and drink - legal liability for visitors suffering from food poisoning arising from the provision of foods and drinks by the Insured	20% of Maximum Limit of Indemnity for "Public Liability"/event
	C. Tenants liability - legal liability as tenant to the landlord against damage to the rented office or shop	50% of Maximum Limit of Indemnity for "Public Liability"/event
	D Independent contractor's liability - legal liability for causing third party bodily injury / death or property damage due to alteration or addition to the office or shop	Maximum Limit of Indemnity for "Public Liability"/ event (value of contractor works not to exceed the total of 500,000 each contract)
	E Social, sports and welfare activities - legal liability for provision and management of social, sports and welfare activities	Maximum Limit of Indemnity for "Public Liability"/event
	F Advertising signs or decorations liability - legal liability caused by the Insured's advertising signs or decorations	1,000,000/year
Value-Added Protection		
3.	**Business Interruption**# Cover the additional expenses incurred to reinstate the normal conduct of office or shop in consequence of damage to property insured under Basic Coverage-item 1 (maximum indemnity period: 12 months)	**HK$500,000 – HK$1,500,000/year**
	Free Extension Coverage:	
	A. Professional accountants' charges - the professional accountants' charges incurred for investigation and verification of claims	50,000/year
	B. Denial of access - interruption of business as a result of denial of access to the office or shop for more than 48 consecutive hours due to damage to neighboring property	Maximum Limit of Indemnity for "Business Interruption" /year
	C. Failure of public utilities - interruption of business as a result of failure of public utilities for more than 48 consecutive hours	Maximum Limit of Indemnity for "Business Interruption" /year
4.	**Loss of Money***	**500,000/year**
	4.1 Accidental loss of money including loss of crossed cheques, crossed postal orders, crossed bankers' drafts and credit card sales vouchers	500,000/event
	4.2 Extension Coverage:	
	(i) Accidental loss of money at the office or shop during business hours	50,000/event Choose from up to100,000/event
	(ii) Accidental loss of money at the office or shop after business hours which is kept in a locked safe or strongroom	Same as above
	(iii) Accidental loss of money in a bank night safe	Same as above
	(iv) Accidental loss of money whilst in transit anywhere in HKSAR in the custody of the Insured or authorized employees	Same as above
	(v) Accidental loss of money at the office or shop after business hours which is not kept in a locked safe or strongroom	5,000/event
	(vi) Accidental loss of money whilst at the residence of directors, partners or authorized employees	2,500/event
	Note: The selected sum insured for extensions (i) to (iv) must be identical	

	Free Extension Coverage:	
	A. Damage to safes or strongroom caused by theft or attempted theft	50,000/event
	B. Loss caused by the acceptance of counterfeit money (applicable to HK dollar & RMB notes only)	15,000/event
5.	**Personal Accident#** Accidental death or permanent total disablement of the directors, partners or employees as a result of theft or attempted theft in the course of their duties in the office or shop (cover for insured person aged from 18 to 65 years old only)	**300,000-500,000/event (100,000/person)**
6.	**Fidelity Guarantee*** Indemnify the insured against loss of money directly arising from any fraud or dishonest act of the insured's employees	**20,000-50,000/year**

***The optional sum insured for Contents & Equipment, Loss of Money and Fidelity Guarantee, in increments of HK$10,000,**
#For Business Interruption and Personal Accident increases in increments of HK$100,000.

Other Optional Coverage

Item	Scope of Coverage	Maximum Limit of Indemnity (HK$)
7.	**Employees' Compensation[3]**	**100,000,000/event**
	Cover the legal liability as an employer under the Employees' Compensation Ordinance or Common Law for the bodily injury or death of his / her employees arising out of and in the course of the employment. Extension Coverage: A. Accidental bodily injury sustained whilst the clerical and sales employees travel overseas for business purpose (applicable to the employees insured under the worldwide cover only); B. Accidental bodily injury sustained whilst the employee is participating in social, sports and welfare activities provided by the employer; C. Accidental bodily injury sustained by an employee while having a meal at the workplace during meal hours; D. Accidental bodily injury sustained by an employee whilst proceeding directly to his place of employment or returning therefrom directly to his home during the hoisting of extraordinary weather signal. E. Accidental bodily injury sustained by an employee while undertaking clerical duties when working from home (Clerical work only)	
8.	**Buildings (Fire)[4]**	**as per sum insured (year)**
	Cover buildings of insured office or shop at which it is situated against accidental physical loss of or damage due to fire, lightning, earthquake, vehicle impact, typhoon, windstorm & flood, water tanks, apparatus & pipes, explosion of boilers and gas used for domestic purposes, etc.	Industrial building 1,000,000-10,000,000 Shopping Malls/Commercial building 1,000,000-15,000,000
9.	**Additional Stock[5]**	**as per sum insured (year)**
	Increase the "Stock" coverage under Basic Coverage to ensure adequate protection against loss of or damage to stock in the office or shop.	50,000-300,000

Note:

1. Stock and samples of general merchandise:
Exclude high-value goods including but not limited to mobile phones, electronic goods, video, audio and photographic equipment, precious metals & gems, jewelry & watches, fur, edible bird's nest, ginseng and the like goods.

2. Computer systems' records; Any document, map, deed, tape, file etc.:
Coverage is limited to the costs of materials, labour, and time involved in transcribing and reproducing each damaged item.

3. The maximum number of employees covered is 80, with a total annual payroll not exceeding HK$50,000,000. If the number of insured employees and/or/total annual payroll exceeds these limits, a separate quotation will be required.

4. For buildings aged 45 years or above, if it is managed by an approved list property management company at the time of application, (please refer to the BOCG website www.bocgins.com for the list of property management companies), the premium arrangement are as follows:

	Building Age 45–49 Years	Building Age 50–60
Approved list property management companies	No loading	20% loading
Not Approved list property management companies	25% loading	50% loading

5. Exclude retail shops running the sales of gold, silver, jewellery, jade stones, watches, audio or video equipment, computer equipment (except installed with burglary alarm system), antiques, furs, ginseng, dried seafood, mobile phones and the like goods.