

# ENGINEERING

## Electronic Equipment Insurance (EEI)



EEI provides accident insurance on an “all risks” basis, covering sudden and unforeseen loss or damage which physically affect the insured equipment such as electronic data processing (EDP) and office equipment; communication and radio equipment; graphics industry equipment; broadcast and television equipment; and other miscellaneous electronic equipment (e.g., alarm systems, paging and signaling systems, laptop computers used in the business sector).

The cover can be extended to include the material value of the external data media used in computing facilities and the costs of reconstruction and restoring lost information. Likewise, cover can also be provided for expenses such as hire charges, transport charges for data media and personnel, expenses for accommodation away from base, and night work or work on public holidays.

### Requirements for Quotation:

1. Company Name/Property Owner and nature of the business
2. Complete Address where the electronic equipment to be insured are located or installed
3. Inventory list with complete technical specifications of the electronic equipment to be insured (e.g., type of equipment, brand, model, serial number, new replacement cost)

### General Claim Procedure:

1. The Insured should:
  - a) notify Pioneer or his broker/agent within 14 days from date of loss occurrence, to give an indication of the nature and extent of loss or damage;
  - b) take all steps within his power to minimize the extent of the loss or damage;
  - c) preserve the parts affected and make them available for inspection by a representative or surveyor of Pioneer;
  - d) furnish all such information and documentary evidence as may be required by Pioneer; and
  - e) inform the police authorities in case of loss or damage due to theft, burglary or sabotage.
2. Insured is given sixty (60) days from the date of the loss to submit/render a proof of loss duly signed and sworn to by the Insured, stating:
  - a) the knowledge and belief of the time/origin of the loss
  - b) amount of loss encumbrances
  - c) all other contracts of insurance
  - d) all other information related to the insured properties
3. The Insured or any of his representatives should always make themselves available for the inspection of the incident.

### Claim Documents:

1. Sworn statement of proof of loss
2. Non-waiver agreement
3. Detailed incident report
4. Photographs of damaged property/ies
5. Inventory of damaged and/or affected electronic equipment showing the new replacement values, dates acquired and models/serial numbers with comments on the extent of the damage
6. Purchase invoices, delivery receipts, suppliers' certificates, importation documents and all other records pertaining to the damaged equipment
7. Quotations from qualified suppliers on repair/ reinstatement of the affected properties
8. Witness/es' statements (as necessary)
9. Copy of the engineer's technical report with comments as to the probable cause of loss, extent of damage, and emergency measures taken

### For Theft and Burglary Claims

1. Photographic evidence of the point of entry and/or exit
2. Police report
3. Inventory of stolen and/or missing properties
4. Documentary evidence as proof of loss, e.g. invoices

### Contact Information:

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